

Regular Meeting
Monday, July 21, 2025 6:30 PM

Cannady Cedar Hill Room
285 Uptown Blvd.
Cedar Hill, Texas 75104

Agenda

- I. CALL TO ORDER
FIRST ORDER OF BUSINESS - Announcement by the Board President whether a quorum is present, and that the notice of the meeting has been duly called, and posted in the time and manner required by the Texas Open Meetings Act, Texas Government Code Chapter 551.
- II. CLOSED SESSION
Recess to Executive Session, pursuant to Texas Open Meetings Act, Texas Government Code Section:

551.071) Private consultation with the board's attorney, and
551.072) Deliberation regarding real property
551.074) To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
551.076) to conduct deliberations regarding security devices or security audits.
551.082) Considering discipline of a public school child, or complaint or charge against personnel
551.0821) Personally Identifiable Information About Public School Student
TEA Notification
If, during the course of the meeting, the Board of Trustees should determine that a closed session is required, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Section listed above.

The Board will vote on matters in Open Session considered in Closed Session or matters considered if the Board enters into a Closed meeting during the meeting, if applicable.
- III. PUBLIC SESSION
 - III.A. Pledges
 - III.A.1. Pledge to the American Flag
 - III.A.2. Pledge to the Texas Flag
 - III.B. Prayer
- IV. CITIZENS FORUM: The Board will now hear those who wish to make comments and who have completed and returned the Public Forum Citizen Participation Form. This section will be conducted in accordance with the Texas Open Meetings Act and Board Policy. Speakers must limit comments to issues that can be presented in a public forum. Complaints about student discipline, specific student issues or personnel must be addressed through appropriate administrative channels.
- V. COMMUNICATIONS/RECOGNITIONS
 - V.A. New Hire Introductions

Cedar Hill Independent School District
BOARD OF TRUSTEES

Meeting Date: July 21, 2025

Presented by: Kristen Escovedo, Interim Chief of Communications

Subject: Introduction of Bessie Coleman Middle School Principal and Director of Child Nutrition

Report Item

BOARD GOAL:

N/A

BACKGROUND INFORMATION:

Dr. Porsche Colbert was approved by the board at the July 7 meeting and will be joining CHISD as the principal of Bessie Coleman Middle School.

Amanda "Mandi" Garcia was approved by the board at the June 17 meeting to serve as the Director of Child Nutrition.

RECOMMENDATION:

N/A

BOARD ACTION REQUIRED:

N/A

CONTACT PERSON(S):

Kristen Escovedo

FUNDING SOURCE:

N/A

ENCLOSURE:

N/A

V.A.1. Director of Child Nutrition



Amanda Garcia

DIRECTOR OF CHILD NUTRITION



Every Student, Every Time, All the Time.

V.A.2. Bessie Coleman Middle School Principal



Dr. Dorsche Colbert

BESSIE COLEMAN MIDDLE SCHOOL
PRINCIPAL



Every Student, Every Time, All the Time.

V.B. Resolution

Cedar Hill Independent School District
BOARD OF TRUSTEES

Meeting Date: July 21, 2025

Presented by: Dr. Denise Roache-Davis, Board President

Subject: Consider approving resolution honoring the life and service of Mr. Randy Roten

Action Item

BOARD GOAL:

N/A

BACKGROUND INFORMATION:

Mr. Randolph "Randy" Roten served as a dedicated educator and football coach in Cedar Hill ISD, investing his time, passion, and leadership in the academic and personal development of our students. Mr. Roten passed away on June 6, 2025, at the age of 86, and is fondly remembered by his family, friends, and the greater Cedar Hill community. This resolution honors the life, service, and lasting legacy of Mr. Randy Roten.

RECOMMENDATION:

Administration recommends that the CHISD Trustees approve this resolution.

BOARD ACTION REQUIRED:

Motion to approve a resolution honoring the life and service of Mr. Randy Roten.

CONTACT PERSON(S):

Eduardo Conde

FUNDING SOURCE:

N/A

ENCLOSURE:

Full text of the resolution.

**CEDAR HILL INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES RESOLUTION
HONORING THE LIFE AND SERVICE OF MR. RANDY ROTEN**

WHEREAS, the Cedar Hill ISD Board of Trustees values and recognizes individuals who have made a meaningful and lasting impact on our school community; and

WHEREAS, Mr. Randolph “Randy” Roten served as a dedicated educator and football coach in Cedar Hill ISD, investing his time, passion, and leadership in the academic and personal development of our students; and

WHEREAS, Mr. Roten was known for his strong dedication to student success, and his ability to lead, mentor, and inspire both in the classroom and on the field helped shape the lives of many Longhorn scholars and athletes; and

WHEREAS, his influence extended beyond athletics—he instilled values of discipline, integrity, and perseverance, earning the respect and admiration of colleagues, students, and families alike; and

WHEREAS, the Cedar Hill ISD community continues to benefit from the example he set as a compassionate educator and servant leader; and

WHEREAS, Mr. Roten passed away on June 6, 2025, at the age of 86, and is fondly remembered by his family, friends, and the greater Cedar Hill community;

NOW, THEREFORE, BE IT RESOLVED, that the Cedar Hill ISD Board of Trustees honors the life, service, and lasting legacy of Mr. Randy Roten. We extend our heartfelt condolences to his family and express our deepest appreciation for his contributions to our district and the lives of our scholars.

ADOPTED this 21st day of July, 2025.

- VI. PRESENTATIONS
 - VI.A. May 2024 Bond Update

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: July 21, 2025

Presented by: Dr. Maria Gamell, Superintendent of Schools

Subject: Bond Program Update by Dikita Enterprises

Information

BACKGROUND INFORMATION:

In May 2024, voters in the Cedar Hill Independent School District approved a \$282.4 million bond referendum. Proposition A passed with 64% of votes in favor, granting the district approval to fund \$278.5 million in capital improvements, including roof replacements, HVAC system upgrades, and the purchase of new buses and furniture. Proposition B, which received 62% approval, authorized the district to allocate \$3.9 million for purchasing technology devices, such as interactive whiteboards, document cameras, and devices for both teachers and students.

In October 2024, the Board of Trustees selected Dikita Enterprises, Inc. for Project Management Services for the 2024 Cedar Hill Independent School District (CHISD) Bond Program. Dikita serves as the district's representative to oversee day-to-day construction, track costs, coordinate vendors, ensure quality, and provide updates to the District on the status of the Bond Program.

RECOMMENDATION:

None

BOARD ACTION REQUIRED:

None

POLICY AUTHORIZATION:

None

CONTACT PERSON:

Josh Skains, Executive Director of Maintenance and Operations

FUNDING SOURCE:

None

ENCLOSURES:

Presentation

CEDAR HILL ISD 2024

BOND



BOND PROGRAM UPDATE
JULY 21, 2025



Presentation Overview

- **Bond Program Update**
 - **Master Budget & Schedule**
 - **Projects in Design**
 - **Projects in Construction**
 - **Campus-Wide Projects**



Wayne Warren & Mellonee Rheams

Bond Program Update

General

- Master Budget - Monitoring budget to align with project Master schedule
- Master Schedule - Monitoring project timelines in partnership with Huckabee to ensure adherence to key milestones
- Ongoing Meetings with Huckabee and CORE to review design and construction progress and any issues of concern
- Ongoing meetings with District Leadership to develop and implement effective processes for the bond program
- Provide continuous updates to Facilities Committee and Bond Oversight Committee

Bond Program Update

Master Budget



Show Projected?

Master Budget	Budget			Commitments				Actual			
	A Initial Budget	B Budget Changes	C Current Budget A+B	D Contracts, POs, Expenses	E Change Orders	F Pending Changes	G Committed Cost D+E+F	H Projected To Complete	I Projected (Over)/Under C-(G+H)	J Incurred Costs	K Balance To Finish (G-J)
▼ A. 001 - Cedar Hill High School	\$69,041,295	\$0	\$69,041,295	\$0	\$0	\$0	\$0	\$0	\$69,041,295	\$0	\$0
▼ B. 003/043 - Collegiate Middle/High School	\$31,634,483	\$0	\$31,634,483	\$0	\$0	\$0	\$0	\$0	\$31,634,483	\$0	\$0
▼ C. 041 - Permenter Middle School	\$20,494,319	\$0	\$20,494,319	\$0	\$0	\$0	\$0	\$0	\$20,494,319	\$0	\$0
▼ D. 042 - Coleman Middle School	\$22,443,115	\$0	\$22,443,115	\$0	\$0	\$0	\$0	\$0	\$22,443,115	\$0	\$0
▼ E. 102 - Plummer Elementary School	\$13,722,603	\$0	\$13,722,603	\$680,319	\$0	\$0	\$680,319	\$0	\$13,042,284	\$59,610	\$620,709
▼ F. 104 - High Pointe Elementary School	\$14,846,800	\$0	\$14,846,800	\$11,230,125	\$86,189	\$0	\$11,316,314	\$2,740	\$3,527,746	\$1,038,778	\$10,277,536
▼ G. 105 - Highlands Elementary School	\$17,593,993	\$0	\$17,593,993	\$0	\$0	\$0	\$0	\$0	\$17,593,993	\$0	\$0
▼ H. 107 - Waterford Oaks Elementary School	\$16,607,516	\$0	\$16,607,516	\$861,863	\$0	\$0	\$861,863	\$0	\$15,745,653	\$284,368	\$577,495
▼ I. 108 - Lake Ridge Elementary School	\$15,542,538	\$0	\$15,542,538	\$0	\$0	\$0	\$0	\$0	\$15,542,538	\$0	\$0
▼ J. 110 - Collegiate Prep Elementary School	\$16,599,378	\$0	\$16,599,378	\$0	\$0	\$0	\$0	\$0	\$16,599,378	\$0	\$0
▼ K. 994 - Lacy Enrollment Center	\$8,534,632	\$0	\$8,534,632	\$0	\$0	\$0	\$0	\$0	\$8,534,632	\$0	\$0
▼ L. 995 - L. Kim Lewis Auxilliary Services Center	\$21,739,328	\$0	\$21,739,328	\$812,411	\$450,450	\$0	\$1,262,861	\$0	\$20,476,467	\$653,203	\$609,658
Total	\$268,800,000	\$0	\$268,800,000	\$13,584,719	\$536,639	\$0	\$14,121,357	\$2,740	\$254,675,903	\$2,035,959	\$12,085,398



Projects In Design

L. Kim Lewis Auxiliary Services Center/Transportation Facility

- Design Development (DD) Phase
- Currently in Planned Development (PD) process with City:
 - Two (2) Submittals to date
 - First round of comments received on 6/24/25
- CD Phase pending PD process



Rendering provided by Huckabee

Projects In Design

Waterford Oaks Elementary

- Design Development (DD) Phase
- Huckabee held a series of Visioning Meetings with District Leadership
- 100% DD Presentation scheduled for 8/14/25 to Facilities Committee
- Design Team conducted site visit with CHISD on 7/14/25 to evaluate Trail Pathway between Waterford Oaks ES and Bessie Coleman



Projects In Design

Plummer Elementary

- Schematic Design (SD) Phase
- Huckabee held a series of Visioning Meetings with District Leadership
- 100% SD Presentation scheduled for 8/14/25 to the Facilities Committee
- DD Phase by late August 2025



Projects In Design

Lacy Enrollment Center

- **Phase 1:** Construction Documents (CD) Phase is 95% complete
 - Scope includes Roofing, HVAC and minor interior renovations
 - Preparing for STRIVE and Hilltop students in August 2026
- **Phase 2:** Construction Documents (CD) Phase began on 7/17/25
 - Scope will include new windows, replace East concrete parking lot, full restroom remodel, installation of fire sprinkler system, replace fire alarm system and other minor enhancements



Projects In Construction

Playgrounds

- Installed new playgrounds at all Elementary Schools
- Construction began on 5/27/25
- Construction to be completed by 8/8/25
- Vendor is Lea Park and Play



Projects In Construction

High Pointe Elementary

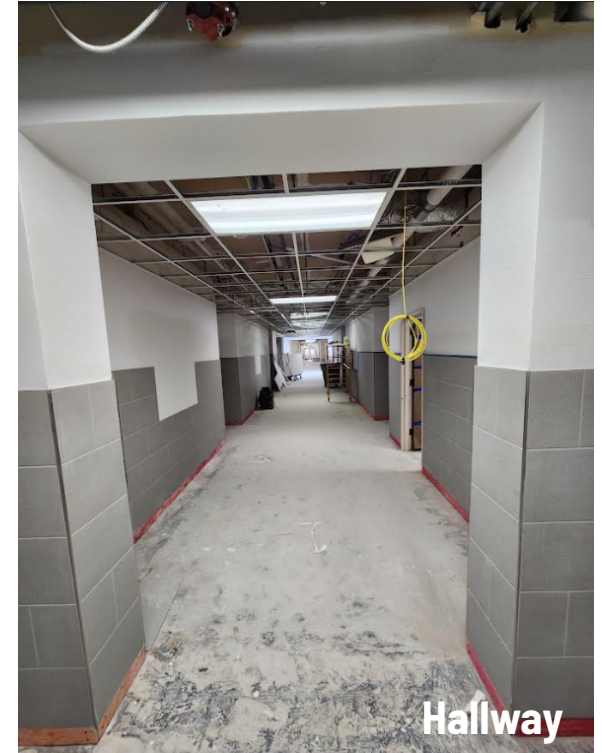
- Phase 1 Renovation (*PreK & Kinder*)
 - Anticipated Completion is 7/31/25
- Phase 2 Demolition (*3rd-5th Grade*)
 - 50% Complete; Anticipated Completion 11/21/25
- Phase 2A (*Gym*) - Winter Break 2025
- Phase 3 (*Fine Arts Wing*) - November 2025 through August 2026
- Phase 4 (*Admin & Cafeteria*) - June 2026 through August 2026
- Project Completion including FF&E - July 2026

Projects In Construction

High Pointe Elementary (Phase 1)



Hallway

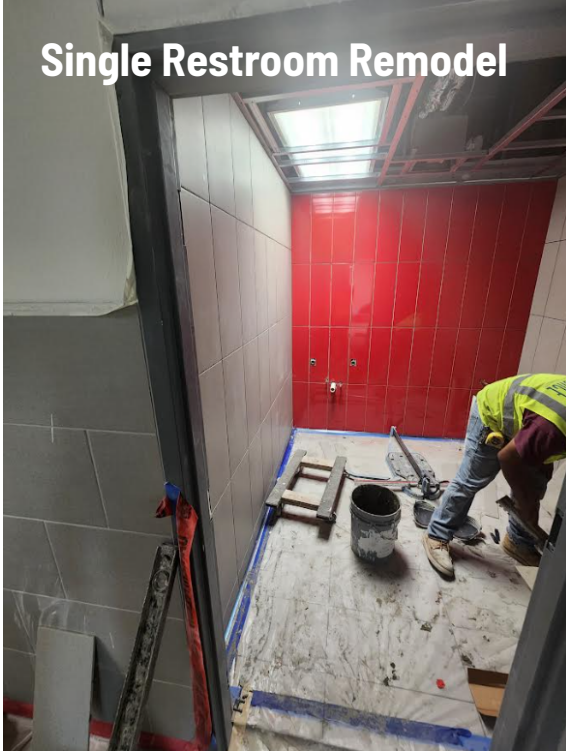


Hallway

Projects In Construction

High Pointe Elementary (Phase 1)

Single Restroom Remodel



Group Restroom Remodel

Campus-Wide Projects

- **Security Cameras:**
 - Site visits conducted with District Staff and Security Consultant to confirm camera locations
 - District to issue RFP to initiate the bidding process
- **Public Address (PA), Bells and Clocks:**
 - District has selected the preferred PA, Bell, and Clock system for deployment across all campuses to improve communication and safety

CEDAR HILL ISD 2024

BOND

A thick, solid red horizontal bar is positioned below the word "BOND".

Questions & Answers



VI.B. 2025-2026 CHISD Proposed School Minutes

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: July 21, 2025

Presented by: Dr. Maria Gamell, Superintendent of Schools

Subject: 2025-2026 CHISD Proposed School Minutes

Information

BOARD GOAL:

- Increase the percentage of scholars graduating college career and military ready
- Increase the percentage of 3rd grade (all students) scholars reading at/or above grade level
- Increase the percentage of Algebra I scholars scoring Meets or above
- Increase the percentage of scholars participating in extra-curricular or co-curricular activities

BACKGROUND INFORMATION:

The 84th Legislature amended Texas Education Code, §25.081 by striking language requiring 180 days of instruction and replacing this language with a requirement that districts provide at least 75,600 minutes of instruction, including intermissions and recess. The 2025-2026 board approved calendar complies with this requirement.

HB 2610 also allows school districts to add minutes as necessary to compensate for minutes of instruction lost due to school closures caused by disaster, flood, extreme weather conditions, fuel curtailment, or another calamity.

Historically, school make up days due to bad weather has proven to impact our daily attendance rate.

RECOMMENDATION:

Approve 10 additional minutes effective 2025-2026 fiscal year.

BOARD ACTION REQUIRED:

Vote

POLICY AUTHORIZATION:

None

CONTACT PERSON:

Dr. Cherron Montgomery, Executive Director of Teaching and Learning

FUNDING SOURCE:

None

ENCLOSURES:

[2025-2026 School Minutes Presentation](#)



2025-2026
CHISD ACADEMIC
Proposed School Minutes

Dr. Cherron Montgomery
Executive Director of Teaching & Learning

Agenda

Proposed Minute Adjustment

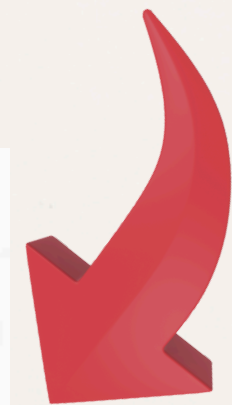
EDUCATE.
EMPOWER.
INSPIRE.



PROPOSED SCHOOL MINUTES

168 DAY CALENDAR

	Current	+ 5 minutes	+ 10 minutes
Elementary	8:05-3:35	8:10-3:45	8:15-3:55
Middle	8:45-4:15	8:50-4:25	8:55-4:35
High	7:25-2:55	7:25-3:00	7:25-3:05
Total min per day	450 min a day	455 min a day	460 min a day
Total min per year	75,600	76,440	77,280



INCREASED MINUTES IMPACT ON 25-26 APPROVED CALENDAR (170 DAY)

Add 10 min = 460 78,200min = 173 days (5)

Current min = 450 76,500min = 170 days (2)



COMMUNITY COMMUNICATION

- Transportation
- Teachers
 - TEC Code | Keep Chapter 21 Contract
- Academic Instructional Minutes
- Campus Master Calendars
- Community Communication Campaign
 - Rationale-Benefits-New Start /End Times





VI.C. 2025-2026 Student Code of Conduct

**Cedar Hill Independent School District
BOARD OF TRUSTEES**

Meeting Date: July 21, 2025

Presented by: Dr. Maria Gamell, Superintendent of Schools

Subject: Consider Approval of the 2025-2026 Student Code of Conduct

Information

BACKGROUND INFORMATION:

In accordance with FO (Legal and Local), the Board must approve a Student Code of Conduct and make it available at each campus and on the district's website. The district utilizes the model Student Code of Conduct developed by TASB in order to ensure the district's Code of Conduct is fully aligned with legal requirements. The 2025-2026 Student Code of Conduct has been revised to align with legal changes that resulted from the legislative session and has been reviewed by administration.

RECOMMENDATION:

Approve the adoption of the 2025-2026 Student Code of Conduct

BOARD ACTION REQUIRED:

Motion to approve of the Student Code of Conduct for 2025-2026 school year.

POLICY AUTHORIZATION:

YES

CONTACT PERSON:

Dr. Norbert Whitaker, Executive Director of Student Services

FUNDING SOURCE: None

FUNDING SOURCE: None

DRAFT

ACKNOWLEDGMENT

Student Code of Conduct

Dear Student and Parent:

As required by state law, the Board of Trustees has officially adopted the Student Code of Conduct in order to promote a safe and orderly learning environment for every student.

We urge you to read this publication thoroughly and to discuss it with your family. If you have any questions about the required conduct and consequences for misconduct, we encourage you to ask for an explanation from the student's teacher or appropriate campus administrator.

Thank you,

Dr. Norbert Whitaker
Executive Director of Student Services

Student Code of Conduct

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Student Code of Conduct

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Student Code of Conduct

Accessibility

If you have difficulty accessing the information in this document because of disability, please contact Norbert Whitaker, Executive Director of Student Services at norbert.whitaker@chisd.net or call at 972-291-1581.

Purpose

The Student Code of Conduct (“Code of Conduct”), as required by Chapter 37 of the Texas Education Code, provides methods and options for managing student behavior, preventing and intervening in student discipline problems, and imposing discipline.

The law requires the district to define misconduct that may—or must—result in a range of specific disciplinary consequences, including removal from a regular classroom or campus, out-of-school suspension, placement in a disciplinary alternative education program (STRIVE (DAEP)), placement in a juvenile justice alternative education program (JJAEP), or expulsion from school.

This Student Code of Conduct has been adopted by the Cedar Hill Independent School District board of trustees and developed with the advice of the district-level planning and decision-making committee. It provides information to parents and students regarding standards of conduct, consequences of misconduct, and procedures for administering discipline. This Code of Conduct remains in effect during summer school and at all school-related events and activities outside the school year until the board adopts an updated version for the next school year.

In accordance with state law, the Code of Conduct shall be posted at each school campus or shall be available for review at the campus principal’s office. Additionally, the Code of Conduct shall be available at the campus behavior coordinator’s office and posted on the district’s website. Parents shall be notified of any conduct violation that may result in a student being suspended, placed in a STRIVE (DAEP) or JJAEP, expelled, or taken into custody by a law enforcement officer under Chapter 37 of the Education Code.

Because the Code of Conduct is adopted by the district’s board of trustees, it has the force of policy. In the event of a conflict between the Code of Conduct and the Student Handbook, the Code of Conduct shall prevail.

Please note: The discipline of students with disabilities who are eligible for services under federal law (Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973) is subject to the provisions of those laws.

School District Authority and Jurisdiction

School rules and the district's authority to administer discipline apply whenever the interest of the district is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities.

The district has disciplinary authority over a student:

1. During the regular school day;
2. While the student is traveling on district transportation;
3. During lunch periods in which a student is allowed to leave campus;
4. At any school-related activity, regardless of time or location;
5. For any school-related misconduct, regardless of time or location;
6. When retaliation against a school employee, board member, or volunteer occurs or is threatened, regardless of time or location;
7. When a student engages in cyberbullying, as defined by [Education Code 37.0832](#);
8. When criminal mischief is committed on or off school property or at a school-related event;
9. For certain offenses committed within 300 feet of school property as measured from any point on the school's real property boundary line;
10. For certain offenses committed while on school property or while attending a school-sponsored or school-related activity of another district in Texas;
11. When the student commits a felony, as provided by [Education Code 37.006, 37.007, or 37.0081](#); and
12. When the student is required to register as a sex offender.

Campus Behavior Coordinator

As required by law, a single person at each campus must be designated to serve as the campus behavior coordinator (CBC). The designated person may be the principal, or any other campus administrator selected by the principal. Additional staff members may assist the CBC in the performance of the CBC's duties, provided that the CBC personally verifies that all aspects of Chapter 37, Subchapter A are appropriately implemented. The CBC is primarily responsible for maintaining student discipline. The CBC shall monitor disciplinary referrals and report the following behavior to the campus's threat assessment and safe and supportive school team:

- Conduct that contains the elements of the offense of terroristic threat under Penal Code 22.07;
- Conduct that contains the elements of the offense of unlawfully carrying weapons under Penal Code 46.02;
- Conduct that contains the elements of the offense of exhibiting, using, or threatening to exhibit or use a firearm under Education Code 37.125; and

- Any concerning student behaviors or behavioral trends that may pose a serious risk of violence to the student or others.

The district shall post on its website and in the Student Handbook, for each campus, the email address and telephone number of the person serving as CBC. Contact information may be found at www.chisd.net and in the families tab on the district's website.

Threat Assessment and Safe and Supportive School Team

The CBC or other appropriate administrator will work closely with the campus threat assessment and safe and supportive school team to implement the district's threat assessment policy and procedures, as required by law, and shall take appropriate disciplinary action in accordance with the Code of Conduct.

Searches

District officials may conduct searches of students, their belongings, and their vehicles in accordance with state and federal law and district policy. Searches of students shall be conducted in a reasonable and nondiscriminatory manner. Refer to the district's policies at FNF(LEGAL) and FNF(LOCAL) for more information regarding investigations and searches.

The district has the right to search a vehicle driven to school by a student and parked on school property whenever there is reasonable suspicion to believe it contains articles or materials prohibited by the district.

Desks, lockers, district-provided technology, and similar items are the property of the district and are provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice.

Reporting Crimes

The principal or CBC and other school administrators as appropriate shall report crimes as required by law and shall call local law enforcement when an administrator suspects that a crime has been committed on campus.

Security Personnel

The board utilizes police officers, school resource officers (SROs), *and/or* security personnel to ensure the security and protection of students, staff, and property. In accordance with law, the board has coordinated with the campus behavior coordinator and other district employees to ensure appropriate law enforcement duties are assigned to security staff. The law enforcement duties of district peace officers are listed in policy CKE(LOCAL). The law enforcement duties of the District's Police Department and the Security Personnel are: <https://www.chisd.net/Page/97>.

How CHISD Police Department serves you:

- Assisting campus administrators in providing safe and secure campuses
- Enforcing all laws, including Board Rules & Regulations, municipal ordinances, county

- ordinances, and state laws within the territorial boundaries of the District, when it affects
- the safety and welfare of the students, employees and/or District property
- Maintain direction and control of the school crossing guard program
- Enforcing school zone traffic laws, when reduced school zone speed limits are in effect
- Cedar Hill ISD police officers have the primary responsibility for law enforcement on all property owned, leased, or rented by the District. When Cedar Hill ISD police officers are working with officers of the Cedar Hill Police Department, the jurisdiction of the Cedar Hill ISD police officers also includes all territories within the jurisdiction of the City of Cedar Hill police officers.
- Dispatch Number: 469-272-2088

“Parent” Defined

Throughout the Code of Conduct and related discipline policies, the term “parent” includes a parent, legal guardian, or other person having lawful control of the child.

Participating in Graduation Activities

The district has the right to limit a student’s participation in graduation activities for violating the district’s Code of Conduct.

Participation might include a speaking role, as established by district policy and procedures.

Students eligible to give the opening and closing remarks at graduation shall be notified by the campus principal. Notwithstanding any other eligibility requirements, in order to be considered eligible, a student shall not have engaged in any misconduct that resulted in an out-of-school suspension, removal to STRIVE, or expulsion during the semester immediately preceding graduation.

The valedictorian and salutatorian may also have speaking roles at graduation. No student shall be eligible to have such a speaking role if he or she engaged in any misconduct that resulted in an out-of-school suspension, removal to STRIVE, or expulsion during the semester immediately preceding graduation.

Unauthorized Persons

In accordance with Education Code 37.105, a school administrator, (SRO), or district police officer shall have the authority to refuse entry to or eject a person from district property if the person refuses to leave peaceably on request and:

1. The person poses a substantial risk of harm to any person; or
2. The person behaves in a manner that is inappropriate for a school setting and persists in the behavior after being given a verbal warning that the behavior is inappropriate and may result in refusal of entry or ejection.
3. In the event a scholar invites an unauthorized person to campus.

Appeals regarding refusal of entry or ejection from district property may be filed in accordance with policies FNG(LOCAL) or GF(LOCAL), as appropriate. However, the timelines for the district’s grievance procedures shall be adjusted as necessary to permit

the person to address the board in person within 90 calendar days, unless the complaint is resolved before a board hearing.

See **STRIVE—Restrictions During Placement** on page 32 for information regarding a student assigned to STRIVE at the time of graduation.

Standards for Student Conduct

Each student is expected to:

- Demonstrate courtesy, even when others do not.
- Behave in a responsible manner.
- Exercise self-discipline.
- Attend all classes regularly and on time.
- Bring appropriate materials and assignments to class.
- Meet district and campus standards of grooming and dress.
- Obey all campus and classroom rules.
- Respect the rights and privileges of students, teachers, and other district staff and volunteers.
- Respect the property of others, including district property and facilities.
- Cooperate with and assist the school staff in maintaining safety, order, and discipline.
- Adhere to the requirements of the Code of Conduct.

General Conduct Violations

The categories of conduct below are prohibited at school, in vehicles owned or operated by the district, and at all school-related activities, but the list does not include the most severe offenses. In the subsequent sections on **Out-of-School Suspension** on page 25, **STRIVE Placement** on page 27, **Placement and/or Expulsion for Certain Offenses** on page 26, and **Expulsion** on page 36, those offenses that require or permit specific consequences are listed. Any offense, however, may be severe enough to result in **Removal from the Regular Educational Setting** as detailed on page 22.

Disregard for Authority

Students shall not:

- Fail to comply with directives given by school personnel.
- Leave school grounds or school-sponsored events without permission.
- Disobey rules for conduct in district vehicles.
- Refuse to accept discipline or consequence assigned by a teacher or principal.

Mistreatment of Others

Students shall not:

- Use profanity or vulgar language or make obscene gestures.
- Fight or scuffle. (For assault, see **STRIVE—Placement and/or Expulsion for Certain Offenses** on page 27.)
- Threaten a district student, employee, or volunteer, including off school property if the conduct causes a substantial disruption to the educational environment.
- Engage in bullying, cyberbullying, harassment, or making hit lists. (See **glossary** for all four terms.)
- Release or threaten to release intimate visual material of a minor or a student who is 18 years of age or older without the student's consent.
- Engage in sexual or gender-based harassment or sexual abuse, whether by word, gesture, or any other conduct directed toward another person, including a district student, employee, board member, or volunteer.
- Engage in conduct that constitutes dating violence. (See **glossary**.)
- Engage in inappropriate or indecent exposure of private body parts.
- Participate in hazing. (See **glossary**.)
- Coerce an individual to act through the use or threat of force.
- Commit extortion or blackmail.
- Engage in inappropriate verbal, physical, or sexual conduct directed toward another person, including a district student, employee, or volunteer.

- Record the voice or image of another without the prior consent of the individual being recorded or in any way that disrupts the educational environment or invades the privacy of others.

Property Offenses

Students shall not:

- Damage or vandalize property owned by others. (For felony criminal mischief, see **STRIVE—Placement and/or Expulsion for Certain Offenses** on page 27.)
- Deface or damage school property, including textbooks, technology and electronic resources, lockers, furniture, and other equipment, with graffiti or by other means.
- Steal from students, staff, or the school.
- Commit or assist in a robbery or theft, even if it does not constitute a felony according to the Penal Code. (For felony robbery, aggravated robbery, and theft, see **STRIVE— Placement and/or Expulsion for Certain Offenses** on page 27.)
- Enter, without authorization, district facilities that are not open for operations.

Possession of Prohibited Items

Students shall not possess or use:

- Fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device;
- A razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person;
- A “look-alike” weapon that is intended to be used as a weapon or could reasonably be perceived as a weapon;
- An air gun or BB gun;
- Ammunition;
- A hand instrument designed to cut or stab another by being thrown;
- A firearm silencer or suppressor;
- *A location-restricted knife;
- *A club;
- *A firearm;
- A stun gun;
- Knuckles;
- A pocket knife or any other small knife;
- Mace or pepper spray;
- Pornographic material;
- Tobacco products, cigarettes, e-cigarettes, and any component, part, or accessory for an e-cigarette device;

- Matches or a lighter;
- A laser pointer, unless it is for an approved use; or
- Any articles not generally considered to be weapons, including school supplies, when the principal or designee determines that a danger exists.

***For weapons and firearms, see STRIVE—Placement and/or Expulsion for Certain Offenses on page 27. In many circumstances, possession of these items is punishable by mandatory expulsion under federal or state law.**

Possession of Personal Communication Devices

Students shall not:

- Use a personal communication device, including a cell phone, or other electronic device on school property during the school day and shall store the device in accordance with the method of storage established by the district.
- The district may authorize the use of a personal communication device for the following reasons:
 - To implement an individualized education program (IEP) or for a plan created under Section 504, Rehabilitation Act of 1973 (29 U.S.C Section 794) or a similar program or plan;
 - With documented need based on a directive from a qualified physician; or
 - To comply with a health or safety requirement imposed by law or as part of the district’s safety protocols.

Inappropriate use of a personal communication device during the school day will result in disciplinary action in accordance with this Code of Conduct.

Illegal, Prescription, and Over-the-Counter Drugs

Students shall not:

- Possess, use, give, or sell alcohol or an illegal drug. (Also see **STRIVE Placement** on page 27 and **Expulsion** on page 36 for mandatory and permissive consequences under state law.)
- Possess or sell seeds or pieces of marijuana in less than a usable amount.
- Possess, use, give, or sell paraphernalia related to any prohibited substance. (See **glossary** for “paraphernalia.”)
- Possess, use, abuse, or sell look-alike drugs or attempt to pass items off as drugs or contraband.
- Abuse the student’s own prescription drug, give a prescription drug to another student, or possess or be under the influence of another person’s prescription drug on school property or at a school-related event. (See **glossary** for “abuse.”)
- Abuse over-the-counter drugs. (See **glossary** for “abuse.”)

- Be under the influence of prescription or over-the-counter drugs that cause impairment to the body or mind. (See **glossary** for “under the influence.”)
- Have or take prescription drugs or over-the-counter drugs at school other than as provided by district policy.

Misuse of Technology Resources and the Internet

Students shall not:

- Violate policies, rules, or agreements signed by the student or the student’s parent regarding the use of technology resources.
- Attempt to access or circumvent passwords or other security-related information of the district, students, or employees or upload or create computer viruses, including off school property if the conduct causes a substantial disruption to the educational environment.
- Attempt to alter, destroy, or disable district technology resources including, but not limited to, computers and related equipment, district data, the data of others, or other networks connected to the district’s system, including off school property if the conduct causes a substantial disruption to the educational environment.
- Use the internet or other electronic communications to threaten or harass district students, employees, board members, or volunteers, including off school property if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.
- Send, post, deliver, or possess electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal, including cyberbullying and “sexting,” either on or off school property, if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.
- Use the internet or other electronic communication to engage in or encourage illegal behavior or threaten school safety, including off school property if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.

Safety Transgressions

Students shall not:

- Possess published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety.
- Engage in verbal (oral or written) exchanges that threaten the safety of another student, a school employee, or school property.
- Make false accusations or perpetrate hoaxes regarding school safety.
- Engage in any conduct that school officials might reasonably believe will substantially disrupt the school program or incite violence.
- Throw objects that can cause bodily injury or property damage.

- Discharge a fire extinguisher without valid cause.

Miscellaneous Offenses

Students shall not:

- Violate dress and grooming standards as communicated in the Student Handbook.
- Engage in academic dishonesty, which includes cheating or copying the work of another student, unauthorized use of artificial intelligence, plagiarism, and unauthorized communication between students during an examination.
- Gamble.
- Falsify records, passes, or other school-related documents.
- Engage in actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Repeatedly violate other communicated campus or classroom standards of conduct.

The district may impose campus or classroom rules in addition to those found in the Code of Conduct. These rules may be posted in classrooms or given to the student and may or may not constitute violations of the Code of Conduct.

Discipline Management Techniques

Discipline shall be designed to improve conduct and encourage students to be responsible members of the school community. Disciplinary action shall draw on the professional judgment of teachers and administrators and on a range of discipline management techniques, including restorative practices. Discipline shall be based on the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, the effect of the misconduct on the school environment, and statutory requirements.

First-Time Offense of Possession or Use of Nicotine Delivery Product or E-Cigarette

An appropriate administrator may place a student in a disciplinary alternative education program for the first-time offense of possession or use of a nicotine delivery product or e-cigarette, as defined by Section 161.081, Health and Safety Code.

If a student who possesses or uses an e-cigarette is not placed in a disciplinary alternative education program for the first-time offense under Education Code 37.008, the student shall be placed in in-school suspension for a period of at least 10 school days.

Students with Disabilities

The discipline of students with disabilities is subject to applicable state and federal law in addition to the Code of Conduct. In the event of any conflict, the district shall comply

with federal law. For more information regarding discipline of students with disabilities, see policy FOF(LEGAL).

In accordance with the Education Code, a student who receives special education services may not be disciplined in a manner that results in a change to the student's educational placement for conduct meeting the definition of bullying, cyberbullying, harassment, or making hit lists [see Glossary] until an Admission, Review, and Dismissal (ARD) committee meeting has been held to review the conduct.

In deciding whether to order suspension, STRIVE (DAEP) placement, or expulsion, regardless of whether the action is mandatory or discretionary, the district shall take into consideration a disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

Techniques

The following discipline management techniques may be used alone, in combination, or as part of progressive interventions for behavior prohibited by the Code of Conduct or by campus or classroom rules:

- Verbal correction, oral or written.
- Cooling-off time or a brief "time-out" period, in accordance with law.
- Seating changes within the classroom or vehicles owned or operated by the district.
- Temporary confiscation of items that disrupt the educational process.
- Rewards or demerits.
- Behavioral contracts.
- Counseling by teachers, school counselors, or administrative personnel.
- Parent-teacher conferences.
- Behavior coaching.
- Anger management classes.
- Mediation (victim-offender).
- Classroom circles.
- Family group conferencing.
- Grade reductions for cheating, plagiarism, and as otherwise permitted by policy.
- Detention, including outside regular school hours.
- Sending the student to the office, another assigned area, or to in-school suspension.
- Assignment of school duties, such as cleaning or picking up litter.
- Withdrawal of privileges, such as participation in extracurricular activities, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations.
- Penalties identified in student organizations' extracurricular standards of behavior.

- Restriction or revocation of district transportation privileges.
- School-assessed and school-administered probation.
- Corporal punishment, unless the student's parent or guardian has provided a signed statement prohibiting its use.
- Out-of-school suspension, as specified in **Out-of-School Suspension** on page 25.
- Placement at STRIVE, as specified in **STRIVE** on page 27.
- Expulsion and/or placement in an alternative educational setting, as specified in **Placement and/or Expulsion for Certain Offenses** on page 27.
- Expulsion, as specified in **Expulsion** on page 36.
- Referral to an outside agency or legal authority for criminal prosecution in addition to disciplinary measures imposed by the district.
- Other strategies and consequences as determined by school officials.

Prohibited Aversive Techniques

Aversive techniques are prohibited for use with students and are defined as techniques or interventions intended to reduce the reoccurrence of a behavior by intentionally inflicting significant physical or emotional discomfort or pain. Aversive techniques include:

- Using techniques designed or likely to cause physical pain, other than corporal punishment as permitted by district policy. [See policy FO(LOCAL).]
- Using techniques designed or likely to cause physical pain by electric shock or any procedure involving pressure points or joint locks.
- Directed release of noxious, toxic, or unpleasant spray, mist, or substance near a student's face.
- Denying adequate sleep, air, food, water, shelter, bedding, physical comfort, supervision, or access to a restroom facility.
- Ridiculing or demeaning a student in a manner that adversely affects or endangers the learning or mental health of the student or constitutes verbal abuse.
- Employing a device, material, or object that immobilizes all four of a student's extremities, including prone or supine floor restraint.
- Impairing the student's breathing, including applying pressure to the student's torso or neck or placing something in, on, or over the student's mouth or nose or covering the student's face.
- Restricting the student's circulation.
- Securing the student to a stationary object while the student is standing or sitting.
- Inhibiting, reducing, or hindering the student's ability to communicate.
- Using chemical restraints.

- Using time-out in a manner that prevents the student from being able to be involved in and progress appropriately in the required curriculum or any applicable individualized education program (IEP) goals, including isolating the student using physical barriers.
- Depriving the student of one or more of the student's senses, unless the technique does not cause the student discomfort or complies with the student's IEP or behavior intervention plan (BIP).

Notification

The CBC shall promptly notify a student's parent by phone or in person of any violation that may result in in-school or out-of-school suspension, placement in a STRIVE (DAEP), placement in a JJAEP, or expulsion. The CBC shall also notify a student's parent if the student is taken into custody by a law enforcement officer under the disciplinary provisions of Education Code 37.0012(d).

A good-faith effort shall be made to provide written notice of the disciplinary action to the student, on the day the action was taken, for delivery to the student's parent. If the parent has not been reached by telephone or in person by 5:00 p.m. of the first business day after the day the disciplinary action was taken, the CBC shall send written notification by U.S. Mail. If the CBC is not able to provide notice to the parent, the principal or designee shall provide the notice.

Before the principal or appropriate administrator assigns a student under age 18 to detention outside regular school hours, notice shall be given to the student's parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

Parental Involvement

The principal, campus behavior coordinator, or other appropriate administrator shall notify the parent of or person standing in parental relation to a student who has been placed in a disciplinary alternative education program (STRIVE (DAEP)) or expelled of the parent's or person's right to request a behavioral agreement that specifies the responsibilities of the parent or person and student.

The behavioral agreement must specify the responsibilities of the student and parent/guardian. If followed, the agreement may result in a reduced disciplinary placement period, as outlined in the agreement. Reduction in the disciplinary placement period does not entitle the student to different disciplinary placement. The decision to reduce, revoke, or amend the disciplinary placement period is at the sole discretion of the school administration. Compliance with the agreement is required for the reduction to remain valid.

Appeals

Questions from parents regarding disciplinary measures should be addressed to the teacher, campus administration, or campus behavior coordinator, as appropriate. Appeals or complaints regarding the use of specific discipline management techniques should be addressed in accordance with policy FNG(LOCAL). A copy of the policy may

be obtained from the principal's office, the CBC office, or the central administration office or through Policy On Line at the following address: www.chisd.net.

The district shall not delay a disciplinary consequence while a student or parent pursues a grievance. In the instance of a student who is accused of conduct that meets the definition of sexual harassment as defined by Title IX, the district will comply with applicable federal law, including the Title IX formal complaint process. [See policies FFH(LEGAL) and (LOCAL)]

Removal from the School Bus

A bus driver may refer a student to the principal's office or the CBC's office to maintain effective discipline on the bus. The principal or CBC must employ additional discipline management techniques, as appropriate, which can include restricting or revoking a student's bus riding privileges.

To transport students safely, the vehicle operator must focus on driving and not be distracted by student misbehavior. Therefore, when appropriate disciplinary management techniques fail to improve student behavior or when specific misconduct warrants immediate removal, the principal or the CBC may restrict or revoke a student's transportation privileges, in accordance with law.

Removal from the Regular Educational Setting

In addition to other discipline management techniques, misconduct may result in removal from the regular educational setting in the form of a routine referral or a formal removal.

Routine Referral

A routine referral occurs when a teacher sends a student to the CBC office as a discipline management technique. The CBC shall employ alternative discipline management techniques, including progressive interventions. A teacher or administrator may remove a student from class for behavior that violates this Code of Conduct to maintain effective discipline in the classroom.

Formal Teacher Removal

A teacher may initiate a formal removal from class if:

1. A student's behavior repeatedly interferes with the teacher's ability to teach the class or with other students' ability to learn.
2. A student demonstrates behavior that is unruly, disruptive, or abusive toward the teacher, another adult, or another student in the classroom.
3. A student engages in conduct that constitutes bullying, as defined by Education Code 37.0832.0.

A teacher, CBC, or other appropriate administrator must notify a parent or person standing in parental relation to the student of the formal removal. A teacher may remove a student from class based on a single incident of behavior.

Within three school days of the formal removal, the CBC or appropriate administrator shall schedule a conference with the student's parent, the student, the teacher who removed the student from class, and any other appropriate administrator.

At the conference, the CBC or appropriate administrator shall inform the student of the alleged misconduct and the proposed consequences. The student shall have an opportunity to respond to the allegations.

When a student is removed from the regular classroom by a teacher and a conference is pending, the CBC or other administrator may place the student in:

- Another appropriate classroom.
- ISS.
- Out-of-school suspension.
- (STRIVE) STRIVE (DAEP).

A teacher or administrator must remove a student from class if the student engages in behavior that under the Education Code requires or permits the student to be placed in a STRIVE (DAEP) or expelled. When removing for those reasons, the procedures in the subsequent sections on STRIVE (DAEP) or expulsion shall be followed.

Returning a Student to the Classroom

A student who has been formally removed from class by a teacher for conduct against the teacher containing the elements of assault, aggravated assault, sexual assault, or aggravated sexual assault may not be returned to the teacher's class without the teacher's written consent.

A student who has been formally removed by a teacher for any other conduct may not be returned to the teacher's class without the teacher's written consent unless the placement review committee determines that the teacher's class is the best or only alternative, and not later than the third class day after the day the student was removed from class, a conference in which the teacher was provided an opportunity to participate has been held. The student may not be returned to the teacher's class unless the teacher provides written consent for the student's return or a return to class plan has been prepared for that student.

Appeals of Formal Teacher Removals

A student may appeal the teacher's removal of the student from class to the school's placement review committee or the campus's threat assessment and safe and supportive school team, in accordance with a district policy providing for such an appeal to be made to this team.

In-School Suspension

An in-school suspension is not subject to any time limit.

A school's principal or other appropriate administrator shall review the in-school suspension of a student at least once every 10 school days after the date of the suspension begins to evaluate the educational progress of the student and to determine if continued in-school suspension is appropriate.

During in-school suspension, a student shall receive appropriate behavioral support services and comparable educational services as the student would receive in the classroom. If the student receives special education services, the student must continue to receive special education and related services specified in the student's individualized education program (IEP) and continue to have an opportunity to progress in the general curriculum.

[See First-Time Offense of Possession or Use of Nicotine Delivery Product or E-Cigarette for limitations to the general rule.]

Process

Before being suspended, a student shall have an informal conference with the CBC or appropriate administrator, who shall inform the student of the alleged misconduct and give the student an opportunity to respond to the allegation before the administrator makes a decision.

The CBC shall determine the number of days of a student's suspension.

In deciding whether to order in-school suspension, the CBC shall take into consideration:

1. Self-defense [see Glossary];
2. Intent or lack of intent at the time the student engaged in the conduct;
3. The student's disciplinary history;
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care); or
6. A student's status as homeless.

The appropriate administrator shall determine any restrictions on participation in school-sponsored or school-related extracurricular and co-curricular activities.

Out-of-School Suspension

Misconduct

Students may be suspended for behavior listed in the Code of Conduct as a general conduct violation, (STRIVE) STRIVE (DAEP) offense, or expellable offense.

The district shall not use out-of-school suspension for students below grade 3 unless the conduct meets the requirements established in law.

A student below grade 3 or a student who is homeless shall not be placed in out-of-school suspension unless, while on school property or while attending a school-sponsored or school-related activity on or off school property, the student engages in:

- Conduct that contains the elements of a weapons offense, as provided in Penal Code sections 46.02 or 46.05;
- Conduct that threatens the immediate health and safety of other students in the classroom;
- Documented conduct that results in repeated or significant disruption to the classroom; or
- Selling, giving, or delivering to another person or possessing, using, or being under the influence of any amount of marijuana, an alcoholic beverage, or a controlled substance or dangerous drug as defined by federal or state law.

The district shall use a positive behavior program as a disciplinary alternative for students below grade 3 who commit general conduct violations instead of suspension or placement in a STRIVE (DAEP). The program shall meet the requirements of law.

Process

State law allows a student to be assigned to out-of-school suspension for no more than three school days per behavior violation, with no limit on the number of times a student may be suspended in a semester or school year.

Before being suspended a student shall have an informal conference with the CBC or appropriate administrator, who shall inform the student of the alleged misconduct and give the student an opportunity to respond to the allegation before the administrator makes a decision.

The CBC shall determine the number of days of a student's suspension, not to exceed three school days.

In deciding whether to order out-of-school suspension, the CBC shall take into consideration:

1. Self-defense [see Glossary];
2. Intent or lack of intent at the time the student engaged in the conduct;
3. The student's disciplinary history;

4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care); or
6. A student's status as homeless.

The appropriate administrator shall determine any restrictions on participation in school-sponsored or school-related extracurricular and co-curricular activities.

Alternative Assignment

A parent or person standing in parental relation to the student may submit a written request to the principal or other appropriate administrator to reassign a student placed in out-of-school suspension. The parent or person standing in parental relation to the student must provide information and documentation that they are unable to provide suitable supervision for the student during school hours during the period of the suspension. It is the sole discretion of the principal or other appropriate administrator to reassign the student placed in out-of-school suspension.

Coursework During Suspension

The district shall ensure a student receives access to coursework for foundation curriculum courses while the student is placed in in-school or out-of-school suspension, including at least one method of receiving this coursework that doesn't require the use of the internet.

A student removed from the regular classroom to ISS or another setting, other than a STRIVE (DAEP), will have an opportunity before the beginning of the next school year to complete each course the student was enrolled in at the time of removal. The district may provide the opportunity by any method available, including a correspondence course, another distance learning option, or summer school. The district will not charge the student for any method of completion provided by the district.

Success Through Responsible Individualized Virtual Education STRIVE (DAEP) Placement

STRIVE shall be provided in a setting other than the student's regular classroom. An elementary school student may not be placed in STRIVE with a student who is not an elementary school student.

For purposes of STRIVE, elementary classification shall be kindergarten–grade 5 and secondary classification shall be grades 6–12.

Summer programs provided by the district shall serve students assigned to STRIVE in conjunction with other students.

A student who is expelled for an offense that otherwise would have resulted in a STRIVE placement does not have to be placed in STRIVE in addition to the expulsion.

In deciding whether to place a student in a STRIVE (DAEP), regardless of whether the action is mandatory or discretionary, the CBC shall take into consideration:

1. Self-defense [see Glossary];
2. Intent or lack of intent at the time the student engaged in the conduct;
3. The student's disciplinary history;
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care); or
6. A student's status as homeless.

Discretionary Placement: Misconduct That May Result in STRIVE (DAEP) Placement

A student **may** be placed in a STRIVE for the following conduct violations:

Misconduct Identified in State Law

In accordance with state law, a student **may** be placed in a STRIVE (DAEP) for any of the following offenses: Engaging in bullying that encourages a student to die by suicide.

- Engaging in bullying that encourages a student to commit or attempt to commit suicide.
- Inciting violence against a student through group bullying.
- Releasing or threatening to release intimate visual material of a minor or of a student who is 18 years of age or older without the student's consent.
- Involvement in a public school fraternity, sorority, or secret society, or gang including participating as a member or pledge, or soliciting another person to become a pledge or member of a public school fraternity, sorority, secret society, or gang. (See **glossary**.)

- Involvement in criminal street gang activity. (See **glossary**.)
- Criminal mischief, not punishable as a felony.
- Assault (no bodily injury) with threat of imminent bodily injury.
- Assault by offensive or provocative physical contact.

In accordance with state law, a student **may** be placed at STRIVE if the superintendent or the superintendent's designee has reasonable belief (see **glossary**) that the student engaged in conduct punishable as a felony, other than aggravated robbery or those listed as offenses in Title 5 (see **glossary**) of the Penal Code, that occurs off school property and not at a school-sponsored or school-related event, if the student's presence in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.

The CBC may place a student at STRIVE for off-campus conduct for which a STRIVE placement is required by state law if the administrator does not have knowledge of the conduct before the first anniversary of the date the conduct occurred.

Mandatory Placement: Misconduct That Requires STRIVE (DAEP) Placement

A student **must** be placed in a STRIVE (DAEP) if the student:

- Engages in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school. [see Glossary]
 - Commits the following offenses on school property, within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
 - Engages in conduct punishable as a felony.
 - Commits an assault [see Glossary] under Penal Code 22.01(a)(1).
 - Except as provided by Education Code 37.007(a)(3), sells, gives, or delivers to another person or possesses, uses, or is under the influence of a controlled substance or dangerous drug in an amount not constituting a felony offense. [School-related felony drug offenses are addressed in Expulsion.] [See Glossary for "under the influence," "controlled substance," and "dangerous drug."]
 - Sells, gives, or delivers to another person or possesses, uses, or is under the influence of marijuana or THC. A student with a valid prescription for low-THC cannabis as authorized by Chapter 487 of the Health and Safety Code does not violate this provision.
 - Sells, gives, or delivers to another person an alcoholic beverage; commits a serious act or offense while under the influence of alcohol; or possesses, uses, or is under the influence of alcohol.

- Behaves in a manner that contains the elements of an offense relating to abusable volatile chemicals.
 - Sells, gives, or delivers to another person an e-cigarette, as defined by Section 161.081, Health and Safety Code.
 - Behaves in a manner that contains the elements of the offense of public lewdness or indecent exposure. [see Glossary]
 - Engages in conduct that contains the elements of an offense of harassment against an employee under Penal Code sections 42.07(a)(1), (2), (3), or (7).
- Engages in expellable conduct and is six to nine years of age.
 - Commits a federal firearms violation and is younger than six years of age.
 - Engages in conduct that contains the elements of the offense of retaliation under Penal Code 36.06 against any school employee or volunteer on or off school property.
 - Engages in conduct that contains the elements of harassment under Penal Code 42.07 against any school employee or volunteer on or off of school property.

The student receives deferred prosecution [see Glossary], or a court or jury finds that the student has engaged in delinquent conduct [see Glossary], or the superintendent or designee has a reasonable belief [see Glossary] under Section 53.03, Family Code, for conduct defined as any of the following offenses under the Penal Code:

1. A felony offense under Title 5;
2. The offense of deadly conduct under Section 22.05;
3. The felony offense of aggravated robbery under Section 29.03;
4. The offense of disorderly conduct involving a firearm under Section 42.01(a)(7) or (8); or
5. The offense of unlawfully carrying weapons under Section 46.02, except for an offense punishable as a Class C misdemeanor under that section.

Sexual Assault and Campus Assignments

A student shall be transferred to another campus if:

- The student has been convicted of continuous sexual abuse of a young child or disabled individual or convicted of or placed on deferred adjudication for sexual assault or aggravated sexual assault against another student on the same campus; and
- The victim's parent or another person with the authority to act on behalf of the victim requests that the board transfer the offending student to another campus.

If there is no other campus in the district serving the grade level of the offending student, the offending student shall be transferred to a STRIVE (DAEP).

Process

Removals to a STRIVE (DAEP) shall be made by the CBC with approval from the Executive of Student Services.

Conference

When a student is removed from class for a STRIVE (DAEP) offense, the CBC or appropriate administrator shall schedule a conference within three school days with the student's parent, the student, and, in the case of a teacher removal, the teacher.

At the conference, the CBC or appropriate administrator shall provide the student:

- Information, orally or in writing, of the reasons for the removal;
- An explanation of the basis for the removal; and
- An opportunity to respond to the reasons for the removal.

Following valid attempts to require attendance, the district may hold the conference and make a placement decision regardless of whether the student or the student's parents attend the conference.

Consideration of Mitigating Factors

In deciding whether to place a student in a STRIVE (DAEP), regardless of whether the action is mandatory or discretionary, the CBC shall take into consideration:

1. Self-defense [see Glossary];
2. Intent or lack of intent at the time the student engaged in the conduct;
3. The student's disciplinary history;
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care); or
6. A student's status as homeless.

Placement Order

After the conference, if the student is placed in a STRIVE (DAEP), the CBC shall write a placement order. A copy of the STRIVE (DAEP) placement order and information for the parent or person standing in parental relation to the student regarding the process for requesting a full individual and initial evaluation of the student for purposes of special education services shall be sent to the student and the student's parent.

Not later than the second business day after the conference, the board's designee shall deliver to the juvenile court a copy of the placement order and all information required by Section 52.04 of the Family Code.

If the student is placed in a STRIVE (DAEP) and the length of placement is inconsistent with the guidelines included in this Code of Conduct, the placement order shall give notice of the inconsistency.

STRIVE (DAEP) at Capacity

If a STRIVE (DAEP) is at capacity at the time the CBC is deciding placement for conduct related to marijuana, THC, an e-cigarette, alcohol, or an abusable volatile chemical, the student shall be placed in ISS then transferred to a STRIVE (DAEP) for the remainder of the period if space becomes available before the expiration of the period of the placement.

If a STRIVE (DAEP) is at capacity at the time the CBC is deciding placement for a student who engaged in violent conduct, a student placed in a STRIVE (DAEP) for conduct related to marijuana, THC, an e-cigarette, alcohol, or an abusable volatile chemical may be placed in ISS to make a position in the STRIVE (DAEP) available for the student who engaged in violent conduct. If a position becomes available in a STRIVE (DAEP) before the expiration of the period of the placement for the student removed, the student shall be returned to a STRIVE (DAEP) for the remainder of the period.

Coursework Notice

The parent or guardian of a student placed in STRIVE (DAEP) shall be given written notice of the student's opportunity to complete, at no cost to the student, a foundation curriculum course in which the student was enrolled at the time of removal, and which is required for graduation. The notice shall include information regarding all methods available for completing the coursework.

Length of Placement

The CBC shall determine the duration of a student's placement in a STRIVE (DAEP).

The duration of a student's placement shall be determined case by case based on the seriousness of the offense, the student's age and grade level, the frequency of misconduct, the student's attitude, and statutory requirements.

The maximum period of STRIVE (DAEP) placement shall be one calendar year, except as provided below.

Unless otherwise specified in the placement order, days absent from a STRIVE (DAEP) shall not count toward fulfilling the total number of days required in a student's STRIVE (DAEP) placement order.

The district shall administer the required pre- and post-assessments for students assigned to STRIVE (DAEP) for a period of 90 days or longer in accordance with established district administrative procedures for administering other diagnostic or benchmark assessments.

Exceeds One Year

Placement in a STRIVE (DAEP) may exceed one year when a review by the district determines that the student is a threat to the safety of other students or to district employees.

The statutory limitations on the length of a STRIVE (DAEP) placement do not apply to a placement resulting from the board's decision to place a student who engaged in the

sexual assault of another student so that the students are not assigned to the same campus.

Exceeds School Year

Students who are in a STRIVE (DAEP) placement at the end of one school year may be required to continue that placement at the start of the next school year to complete the assigned term of placement.

For placement in a STRIVE (DAEP) to extend beyond the end of the school year, the CBC or the board's designee must determine that:

1. The student's presence in the regular classroom or campus presents a danger of physical harm to the student or others; or
2. The student has engaged in serious or persistent misbehavior [see Glossary] that violates the district's Code of Conduct.

Exceeds 60 Days

For placement in a STRIVE (DAEP) to extend beyond 60 days or the end of the next grading period, whichever is sooner, a student's parent shall be given notice and the opportunity to participate in a proceeding before the board or the board's designee.

Appeals

Questions from parents regarding disciplinary measures should be addressed to the campus principal or designee.

Student or parent appeals regarding a student's placement at STRIVE should be addressed in accordance with policy FNG(LOCAL). A copy of this policy may be obtained from the principal's office, the CBC office, the central administration office, or through Policy On Line at the following address: www.chisd.net.

Appeals shall begin at Level One with the principal or designee or Level Two with the Executive Director of Student Services.

The district shall not delay disciplinary consequences pending the outcome of an appeal. The decision to place a student assigned to STRIVE cannot be appealed beyond the board.

Restrictions During Placement

The district does not permit a student who is assigned to STRIVE to participate in any school-sponsored or school-related extracurricular or co-curricular activity, including seeking or holding honorary positions and/or membership in school-sponsored clubs and organizations.

A student assigned to STRIVE shall not be provided transportation unless he or she is a student with a disability who is entitled to transportation in accordance with the student's (IEP) or Section 504 plan.

For seniors who are eligible to graduate and are assigned to STRIVE at the time of graduation, the last day of placement in the program shall be the last instructional day, and the student shall be allowed to participate in the graduation ceremony and related graduation activities unless otherwise specified in the STRIVE placement order.

Placement Review

A student placed in a STRIVE (DAEP) shall be provided a review of his or her status, including academic status, by the CBC or the board's designee at intervals not to exceed 120 days. In the case of a high school student, the student's progress toward graduation and the student's graduation plan shall also be reviewed. At the review, the student or the student's parent shall be given the opportunity to present arguments for the student's return to the regular classroom or campus. The student may not be returned to the classroom of a teacher who removed the student without that teacher's consent.

Additional Misconduct

If during the term of placement in a STRIVE (DAEP) the student engages in additional misconduct for which placement in a STRIVE (DAEP) or expulsion is required or permitted, additional proceedings may be conducted, and the CBC may enter an additional disciplinary order as a result of those proceedings.

Notice of Criminal Proceedings

When a student is placed in a STRIVE (DAEP) for certain offenses, the office of the prosecuting attorney shall notify the district if:

1. Prosecution of a student's case was refused for lack of prosecutorial merit or insufficient evidence, and no formal proceedings, deferred adjudication [see Glossary], or deferred prosecution will be initiated; or
2. The court or jury found a student not guilty or made a finding that the student did not engage in delinquent conduct or conduct indicating a need for supervision, and the case was dismissed with prejudice.

If a student was placed in a STRIVE (DAEP) for such conduct, on receiving the notice from the prosecutor, the superintendent or designee shall review the student's placement and schedule a review with the student's parent not later than the third day after the superintendent or designee receives notice from the prosecutor. The student may not be returned to the regular classroom pending the review.

After reviewing the notice and receiving information from the student's parent, the superintendent or designee may continue the student's placement if there is reason to believe that the presence of the student in the regular classroom threatens the safety of other students or teachers.

The student or the student's parent may appeal the superintendent's decision to the board. The student may not be returned to the regular classroom pending the appeal. In the case of an appeal, the board shall, at the next scheduled meeting, review the notice from the prosecutor and receive information from the student, the student's parent, and

the superintendent or designee, and confirm or reverse the decision of the superintendent or designee. The board shall make a record of the proceedings.

If the board confirms the decision of the superintendent or designee, the student and the student's parent may appeal to the Commissioner of Education. The student may not be returned to the regular classroom pending the appeal.

Withdrawal During Process

When a student violates the district's Code of Conduct in a way that requires or permits the student to be placed in a STRIVE (DAEP) and the student withdraws from the district before a placement order is completed, the CBC may complete the proceedings and issue a placement order. If the student then re-enrolls in the district during the same or a subsequent school year, the district may enforce the order at that time, less any period of the placement that has been served by the student during enrollment in another district. If the CBC or the board fails to issue a placement order after the student withdraws, the next district in which the student enrolls may complete the proceedings and issue a placement order.

Newly Enrolled Students

The district shall continue the STRIVE placement of a student who enrolls in the district and was assigned to a STRIVE (DAEP) in an open-enrollment charter school or another district including a district in another state.

When a student enrolls in the district with a STRIVE placement from a district in another state, the district has the right to place the student at STRIVE to the same extent as any other newly enrolled student if the behavior committed is a reason for a STRIVE placement in the receiving district.

State law requires the district to reduce a placement imposed by a district in another state that exceeds one year so that the total placement does not exceed one year. After a review, however, the placement may be extended beyond a year if the district determines that the student is a threat to the safety of other students or employees or the extended placement is in the best interest of the student.

Emergency Placement Procedure

When an emergency placement is necessary because the student's behavior is so unruly, disruptive, or abusive that it seriously interferes with classroom or school operations, the student shall be given oral notice of the reason for the action. Not later than the tenth day after the date of the placement, the student shall be given the appropriate conference required for assignment to a STRIVE (DAEP).

Transition Services

In accordance with law and district procedures, campus staff shall provide transition services to a student returning to the regular classroom from an alternative education program, including a STRIVE (DAEP). [See policy FOCA(LEGAL) for more information.]

Placement and/or Expulsion for Certain Offenses

This section includes two categories of offenses for which the Education Code provides unique procedures and specific consequences.

Registered Sex Offenders

Upon receiving notification in accordance with state law that a student is currently required to register as a sex offender, the district must remove the student from the regular classroom and determine appropriate placement unless the court orders JJAEP placement.

If the student is under any form of court supervision, including probation, community supervision, or parole, the student shall be placed in either STRIVE (DAEP) or JJAEP for at least one semester.

If the student is not under any form of court supervision, the student may be placed in STRIVE (DAEP) or JJAEP for one semester or placed in a regular classroom. The student may not be placed in the regular classroom if the board or its designee determines that the student's presence:

1. Threatens the safety of other students or teachers;
2. Will be detrimental to the educational process; or
3. Is not in the best interests of the district's students.

Review Committee

At the end of the first semester of a student's placement in an alternative educational setting and before the beginning of each school year for which the student remains in an alternative placement, the district shall convene a committee, in accordance with state law, to review the student's placement. The committee shall recommend whether the student should return to the regular classroom or remain in the placement. Absent a special finding, the board or its designee must follow the committee's recommendation.

The placement review of a student with a disability who receives special education services must be made by the ARD committee.

Newly Enrolled Students

If a student enrolls in the district during a mandatory placement as a registered sex offender, the district may count any time already spent by the student in a placement or may require an additional semester in an alternative placement without conducting a review of the placement.

Appeal

A student or the student's parent may appeal the placement by requesting a conference between the board or its designee, the student, and the student's parent. The conference is limited to the factual question of whether the student is required to register as a sex offender. Any decision of the board or its designee under this section is final and may not be appealed.

Expulsion

In deciding whether to order expulsion, regardless of whether the action is mandatory or discretionary, the CBC shall take into consideration:

1. Self-defense [see Glossary];
2. Intent or lack of intent at the time the student engaged in the conduct;
3. The student's disciplinary history;
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care); or
6. A student's status as homeless.

Discretionary Expulsion: Misconduct That May Result in Expulsion

Some of the following types of misconduct may result in mandatory placement in a STRIVE, whether or not a student is expelled. (See STRIVE Placement on page 27.)

Any Location

A student **may** be expelled for:

- Engaging in bullying that encourages a student to die by suicide.
- Inciting violence against a student through group bullying.
- Releasing or threatening to release intimate visual material of a minor or of a student who is 18 years of age or older without the student's consent.
- Criminal mischief, if punishable as a felony.
- Engaging in conduct that contains the elements of one of the following offenses against another student:
 - Aggravated assault.
 - Sexual assault.
 - Aggravated sexual assault.
 - Murder.
 - Capital murder.
 - Criminal attempt to commit murder or capital murder.
 - Aggravated robbery.
- Breach of computer security. [see Glossary]
- Engaging in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school.

At School, Within 300 Feet, or at a School Event

A student **may** be expelled for committing any of the following offenses on or within 300 feet of school property, as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:

- Selling, giving, or delivering to another person, or possessing, using, or being under the influence of any amount of marijuana, a controlled substance, or a dangerous drug, unless the conduct is punishable as a felony. A student with a valid prescription for low-THC cannabis as authorized by Chapter 487 of the Health and Safety Code does not violate this provision. [See Glossary for "under the influence."]
- Selling, giving, or delivering to another person, or possessing, using, or being under the influence of alcohol; or committing a serious act or offense while under the influence of alcohol.
- Engaging in conduct that contains the elements of an offense relating to abusable volatile chemicals.
- Engaging in deadly conduct. [see Glossary]

Within 300 Feet of School

A student may be expelled for possession of a firearm, as defined by federal law, while within 300 feet of school property, as measured from any point on the school's real property boundary line.

Property of Another District

A student may be expelled for committing any offense that is a state-mandated expellable offense if the offense is committed on the property of another district in Texas or while the student is attending a school-sponsored or school-related activity of a school in another district in Texas.

While at STRIVE

A student may be expelled for engaging in documented serious misbehavior that violates the district's Code of Conduct, despite documented behavioral interventions while placed in a STRIVE (DAEP). For purposes of discretionary expulsion from a STRIVE (DAEP), serious misbehavior means:

1. Deliberate violent behavior that poses a direct threat to the health or safety of others;
2. Extortion, meaning the gaining of money or other property by force or threat;
3. Conduct that constitutes coercion, as defined by Penal Code 1.07; or
4. Conduct that constitutes the offense of:
 - a. Public lewdness under Penal Code 21.07;
 - b. Indecent exposure under Penal Code 21.08;

- c. Criminal mischief under Penal Code 28.03;
- d. Hazing under Education Code 37.152; or
- e. Harassment under Penal Code 42.07(a)(1) of a student or district employee.

Mandatory Expulsion: Misconduct That Requires Expulsion

A student **must** be expelled under federal or state law for any of the following offenses that occur on or off school property.

Under Federal Law

Bringing to school or possessing at school, including any setting that is under the district's control or supervision for the purpose of a school activity, a firearm, as defined by federal law. [see Glossary]

Note: Mandatory expulsion under the federal Gun Free Schools Act does not apply to a firearm that is lawfully stored inside a locked vehicle or to firearms used in activities approved and authorized by the district when the district has adopted appropriate safeguards to ensure student safety.

Under the Penal Code

- Unlawfully carrying on or about the student's person the following, in the manner prohibited by Penal Code 46.02:
 - A handgun, defined by state law as any firearm designed, made, or adapted to be used with one hand. [see Glossary] Note: A student may not be expelled solely on the basis of the student's use, exhibition, or possession of a firearm that occurs at an approved target range facility that is not located on a school campus; while participating in or preparing for a school-sponsored, shooting sports competition or a shooting sports educational activity that is sponsored or supported by the Parks and Wildlife Department; or a shooting sports sanctioning organization working with the department. [See policy FNCG(LEGAL).]
 - A location-restricted knife, as defined by state law. [see Glossary]
 - Possessing, manufacturing, transporting, repairing, or selling a prohibited weapon, as defined in state law. [see Glossary]
 - Engages in conduct that contains the elements of the offense of exhibiting, using, or threatening to exhibit or use a firearm under Education Code 37.125.
 - Behaving in a manner that contains elements of the following offenses under the Penal Code:
 - Aggravated assault, sexual assault, or aggravated sexual assault.
 - Arson. [see Glossary]
 - Murder, capital murder, or criminal attempt to commit murder or capital murder.

- Indecency with a child.
- Kidnapping or aggravated kidnapping.
- Burglary, robbery or aggravated robbery.
- Manslaughter.
- Criminally negligent homicide.
- Continuous sexual abuse of a young child or disabled individual.
- Behavior punishable as a felony that involves selling, giving, or delivering to another person or possessing, using, or being under the influence of a controlled substance or a dangerous drug.
- Engaging in conduct that contains elements of assault against a school employee or volunteer.

Under Age 10

When a student under the age of 10 engages in behavior that is expellable behavior, the student shall not be expelled but shall be placed in a STRIVE (DAEP). A student under age six shall not be placed in a STRIVE (DAEP) unless the student commits a federal firearm offense.

Virtual Expulsion Program

In some circumstances, a student may be placed in a virtual expulsion program.

- The school must ensure students in the program have the necessary technology and internet and must provide it if needed.
- The virtual program must, as much as possible, meet the same requirements as an in-person disciplinary alternative education program (STRIVE (DAEP)).
- The student's placement must be reviewed every 45 school days.
- If an in-person spot becomes available, the school should plan the student's return to in-person learning.
- If continued virtual placement is appropriate, the school must document the decision.

Consideration of Virtual Education as Alternative to Expulsion

Before a school district may expel a student, the district must consider the appropriateness and feasibility of, as an alternative to expulsion, enrolling the student in a full-time hybrid program, full-time virtual program, full-time hybrid campus, or full-time virtual campus. This requirement does not apply to a student expelled under Education Code 37.0081 or 37.007(a), (d), or(e).

Process

If a student is believed to have committed an expellable offense, the CBC or other appropriate administrator shall schedule a hearing within a reasonable time. The student's parent shall be invited in writing to attend the hearing.

Until a hearing can be held, the CBC or other administrator may place the student in:

- Another appropriate classroom.
- ISS.
- Out-of-school suspension.
- STRIVE (DAEP).

Hearing

A student facing expulsion shall be given a hearing with appropriate due process. The student is entitled to:

- Representation by the student's parent or another adult who can provide guidance to the student and who is not an employee of the district,
- An opportunity to testify and to present evidence and witnesses in the student's defense, and
- An opportunity to question the witnesses called by the district at the hearing.
- After providing notice to the student and parent of the hearing, the district may hold the hearing regardless of whether the student or the student's parent attends.

The board of trustees delegates to the Executive Director of Student Services and Administration to conduct hearings and expel students.

Board Review of Expulsion

After the due process hearing, the expelled student may request that the board review the expulsion decisions. The student or parent must submit a written request to the superintendent within seven days after receipt of the written decision. The superintendent must provide the student or parent written notice of the date, time, and place of the meeting at which the board will review the decision.

The board shall review the record of the expulsion hearing in a closed meeting unless the parent requests in writing that the matter be held in an open meeting. The board may also hear a statement from the student or parent and from the board's designee.

The board shall consider and base its decision on evidence reflected in the record and any statements made by the parties at the review. The board shall make and communicate its decision orally at the conclusion of the presentation. Consequences shall not be deferred pending the outcome of the hearing.

Expulsion Order

Before ordering the expulsion, the board or CBC shall take into consideration:

1. Self-defense [see Glossary];

2. Intent or lack of intent at the time the student engaged in the conduct;
3. The student's disciplinary history;
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care); or
6. A student's status as homeless.

If the student is expelled, the board or its designee shall deliver to the student and the student's parent a copy of the order expelling the student.

Not later than the second business day after the hearing, the Executive Director of Student Services shall deliver to the juvenile court a copy of the expulsion order and the information required by Section 52.04 of the Family Code.

If the length of the expulsion is inconsistent with the guidelines included in the Code of Conduct, the expulsion order shall give notice of the inconsistency.

Length of Expulsion

The length of an expulsion shall be based on the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, and statutory requirements.

The duration of a student's expulsion shall be determined on a case-by-case basis. The maximum period of expulsion is one calendar year, except as provided below.

An expulsion may not exceed one year unless, after review, the district determines that:

1. The student is a threat to the safety of other students or to district employees; or
2. Extended expulsion is in the best interest of the student.

State and federal law require a student to be expelled from the regular classroom for a period of at least one calendar year for bringing a firearm, as defined by federal law, to school. However, the superintendent may modify the length of the expulsion on a case-by-case basis.

Students who commit offenses that require expulsion at the end of one school year may be expelled into the next school year to complete the term of expulsion.

Withdrawal During Process

When a student's conduct requires or permits expulsion from the district and the student withdraws from the district before the expulsion hearing takes place, the district may conduct the hearing after sending written notice to the parent and student.

If the student then re-enrolls in the district during the same or subsequent school year, the district may enforce the expulsion order at that time, less any expulsion period that has been served by the student during enrollment in another district.

If the CBC or the board fails to issue an expulsion order after the student withdraws, the next district in which the student enrolls may complete the proceedings.

Additional Misconduct

If during the expulsion, the student engages in additional conduct for which placement in a STRIVE (DAEP) or expulsion is required or permitted, additional proceedings may be conducted, and the CBC or the board may issue an additional disciplinary order as a result of those proceedings.

Restrictions During Expulsion

Expelled students are prohibited from being on school grounds or attending school-sponsored or school-related activities during the period of expulsion.

No district academic credit shall be earned for work missed during the period of expulsion unless the student is enrolled in a JJAEP or another district-approved program.

Newly Enrolled Students

The district shall continue the expulsion of any newly enrolled student expelled from another district or an open-enrollment charter school until the period of the expulsion is completed.

If a student expelled in another state enrolls in the district, the district may continue the expulsion under the terms of the expulsion order, may place the student in a STRIVE (DAEP) for the period specified in the order, or may allow the student to attend regular classes if:

- The out-of-state district provides the district with a copy of the expulsion order, and
- The offense resulting in the expulsion is also an expellable offense in the district in which the student is enrolling.

If a student is expelled by a district in another state for a period that exceeds one year and the district continues the expulsion or places the student in a STRIVE, the district shall reduce the period of the expulsion or STRIVE placement so that the entire period does not exceed one year, unless after a review it is determined that:

- The student is a threat to the safety of other students or district employees, or
- Extended placement is in the best interest of the student.

Emergency Expulsion Procedures

When an emergency expulsion is necessary to protect persons or property from imminent harm, the student shall be given verbal notice of the reason for the action. Emergency expulsion may be ordered based on a single incident of behavior by the student. Within 10 days after the date of the emergency expulsion, the student shall be given appropriate due process required for a student facing expulsion.

STRIVE (DAEP) Placement of Expelled Students

The district may provide educational services to any expelled student in a STRIVE (DAEP); however, educational services in the STRIVE (DAEP) must be provided if the student is less than 10 years of age.

Transition Services

In accordance with law and district procedures, campus staff shall provide transition services for a student returning to the regular classroom from placement in an alternative education program, including a STRIVE (DAEP) or JJAEP. See policies FOCA(LEGAL) and FODA(LEGAL) for more information.

Certain Felonies

Regardless of whether STRIVE (DAEP) placement or expulsion is required or permitted by one of the reasons in the STRIVE (DAEP) Placement or Expulsion sections, in accordance with Education Code 37.0081, a student may be expelled and placed in either STRIVE (DAEP) or JJAEP if the board or CBC makes certain findings and the following circumstances exist in relation to aggravated robbery or a felony offense under Title 5 [see Glossary] of the Penal Code. The student must have:

- Received deferred prosecution for conduct defined as aggravated robbery or a Title 5 felony offense;
- Been found by a court or jury to have engaged in delinquent conduct for conduct defined as aggravated robbery or a Title 5 felony offense;
- Been charged with engaging in conduct defined as aggravated robbery or a Title 5 felony offense;
- Been referred to a juvenile court for allegedly engaging in delinquent conduct for conduct defined as aggravated robbery or a Title 5 felony offense; or
- Received probation or deferred adjudication or have been arrested for, charged with, or convicted of aggravated robbery or a Title 5 felony offense.

The district may expel the student and order placement under these circumstances regardless of:

1. The date on which the student's conduct occurred;
2. The location at which the conduct occurred;
3. Whether the conduct occurred while the student was enrolled in the district; or
4. Whether the student has successfully completed any court disposition requirements imposed in connection with the conduct.

Hearing and Required Findings

The student must first have a hearing before the board or its designee, who must determine that in addition to the circumstances above that allow for the expulsion, the student's presence in the regular classroom:

1. Threatens the safety of other students or teachers;
2. Will be detrimental to the educational process; or
3. Is not in the best interest of the district's students.

Any decision of the board or the board's designee under this section is final and may not be appealed.

Length of Placement

The student is subject to the placement until:

1. The student graduates from high school;
2. The charges are dismissed or reduced to a misdemeanor offense; or
3. The student completes the term of the placement or is assigned to another program.

Placement Review

A student placed in a STRIVE (DAEP) or JJAEP under this section is entitled to a review of his or her status, including academic status, by the CBC or board's designee at intervals not to exceed 120 days. In the case of a high school student, the student's progress toward graduation and the student's graduation plan shall also be reviewed. At the review, the student or the student's parent shall have the opportunity to present arguments for the student's return to the regular classroom or campus.

Newly Enrolled Students

A student who enrolls in the district before completing a placement under this section from another school district must complete the term of the placement.

Glossary

Abuse is improper or excessive use.

Aggravated robbery is defined in part by [Penal Code 29.03\(a\)](#) as when a person commits robbery and:

1. Causes serious bodily injury to another;
2. Uses or exhibits a deadly weapon; or
3. Causes bodily injury to another person or threatens or places another person in fear of imminent bodily injury or death, if the other person is:
 - a. 65 years of age or older; or
 - b. A disabled person.

Antisemitism is defined by [Government Code section 448.001](#) as a certain perception of Jews that may be expressed as hatred toward Jews. The term includes rhetorical and physical acts of antisemitism directed toward Jewish or non-Jewish individuals or their property or toward Jewish community institutions and religious facilities. Examples of antisemitism are included with the International Holocaust Remembrance Alliance's "Working Definition of Antisemitism" adopted on May 26, 2016.

Armor-piercing ammunition is defined by [Penal Code 46.01](#) as handgun ammunition used in pistols and revolvers and designed primarily for the purpose of penetrating metal or body armor.

Arson is defined in part by [Penal Code 28.02](#) as a crime that involves:

1. Starting a fire or causing an explosion with intent to destroy or damage:
 - a. Any vegetation, fence, or structure on open-space land; or
 - b. Any building, habitation, or vehicle:
 - (1) Knowing that it is within the limits of an incorporated city or town;
 - (2) Knowing that it is insured against damage or destruction;
 - (3) Knowing that it is subject to a mortgage or other security interest;
 - (4) Knowing that it is located on property belonging to another;
 - (5) Knowing that it has located within it property belonging to another;
or
 - (6) When the person starting the fire is reckless about whether the burning or explosion will endanger the life of some individual or the safety of the property of another.
2. Recklessly starting a fire or causing an explosion while manufacturing or attempting to manufacture a controlled substance if the fire or explosion damages any building, habitation, or vehicle; or
3. Intentionally starting a fire or causing an explosion and in so doing:
 - a. Recklessly damaging or destroying a building belonging to another; or

- b. Recklessly causing another person to suffer bodily injury or death.

Assault is defined in part by [Penal Code 22.01](#) as intentionally, knowingly, or recklessly causing bodily injury to another; intentionally or knowingly threatening another with imminent bodily injury; or intentionally or knowingly causing physical contact with another that can reasonably be regarded as offensive or provocative.

Breach of computer security includes knowingly accessing a computer, computer network, or computer system without the effective consent of the owner as defined in [Penal Code 33.02](#), if the conduct involves accessing a computer, computer network, or computer system owned by or operated on behalf of a school district and the student knowingly alters, damages, or deletes school district property or information or commits a breach of any other computer, computer network, or computer system.

Bullying is defined as a single significant act or a pattern of acts by one or more students directed at another student that exploits an imbalance of power and involves engaging in written or verbal expression, expression through electronic means, or physical conduct that:

1. Has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or damage to the student's property;
2. Is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student;
3. Materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or
4. Infringes on the rights of the victim at school.

Bullying includes cyberbullying. (See below.) This state law on bullying prevention applies to:

1. Bullying that occurs on or is delivered to school property or to the site of a school-sponsored or school-related activity on or off school property;
2. Bullying that occurs on a publicly or privately owned school bus or vehicle being used for transportation of students to or from school or a school-sponsored or school-related activity; and
3. Cyberbullying that occurs off school property or outside of a school-sponsored or school-related activity if the cyberbullying interferes with a student's educational opportunities or substantially disrupts the orderly operation of a classroom, school, or school-sponsored or school-related activity.

Chemical dispensing device is defined by [Penal Code 46.01](#) as a device designed, made, or adapted for the purpose of dispensing a substance capable of causing an adverse psychological or physiological effect on a human being. A small chemical dispenser sold commercially for personal protection is not in this category.

Club is defined by [Penal Code 46.01](#) as an instrument, specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person

with the instrument, and includes but is not limited to a blackjack, nightstick, mace, and tomahawk.

Controlled substance means a substance, including a drug, an adulterant, and a dilutant, listed in [Schedules I through V or Penalty Group 1, 1-A, 1-B, 2, 2-A, 3, or 4 of the Texas Controlled Substances Act](#). The term includes the aggregate weight of any mixture, solution, or other substance containing a controlled substance. The term does not include hemp, as defined by [Agriculture Code 121.001](#), or the tetrahydrocannabinols (THC) in hemp.

Criminal street gang is defined by [Penal Code 71.01](#) as three or more persons having a common identifying sign or symbol or an identifiable leadership who continuously or regularly associate in the commission of criminal activities.

Cyberbullying is defined by [Education Code 37.0832](#) as bullying that is done through the use of any electronic communication device, including through the use of a cellular or other type of telephone, a computer, a camera, electronic mail, instant messaging, text messaging, a social media application, an internet website, or any other internet-based communication tool.

Dangerous drug is defined by [Health and Safety Code 483.001](#) as a device or a drug that is unsafe for self-medication and that is not included in [Schedules I through V or Penalty Groups 1 through 4 of the Texas Controlled Substances Act](#). The term includes a device or drug that federal law prohibits dispensing without prescription or restricts to use by or on the order of a licensed veterinarian.

Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control another person in the relationship. Dating violence also occurs when a person commits these acts against a person in a marriage or dating relationship with the individual who is or was once in a marriage or dating relationship with the person committing the offense, as defined by [Section 71.0021 of the Family Code](#).

Deadly conduct under [Penal Code 22.05](#) occurs when a person recklessly engages in conduct that places another in imminent danger of serious bodily injury, such as knowingly discharging a firearm in the direction of an individual, habitation, building, or vehicle.

Deferred adjudication is an alternative to seeking a conviction in court that may be offered to a juvenile for delinquent conduct or conduct indicating a need for supervision.

Deferred prosecution may be offered to a juvenile as an alternative to seeking a conviction in court for delinquent conduct or conduct indicating a need for supervision.

Delinquent conduct is conduct that violates either state or federal law and is punishable by imprisonment or confinement in jail. It includes conduct that violates certain juvenile court orders, including probation orders, but does not include violations of traffic laws.

Discretionary means that something is left to or regulated by a local decision maker.

E-cigarette means an electronic cigarette or any other device that simulates smoking by using a mechanical heating element, battery, or electronic circuit to deliver nicotine

or other substances to the individual inhaling from the device or a consumable liquid solution or other material aerosolized or vaporized during the use of an electronic cigarette or other device described by this provision. The term includes any device that is manufactured, distributed, or sold as an e-cigarette, e-cigar, or e-pipe or under another product name or description and a component, part, or accessory for the device, regardless of whether the component, part, or accessory is sold separately from the device.

Explosive weapon is defined by [Penal Code 46.01](#) as any explosive or incendiary bomb, grenade, rocket, or mine and its delivery mechanism that is designed, made, or adapted for the purpose of inflicting serious bodily injury, death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror.

False alarm or report under [Penal Code 42.06](#) occurs when a person knowingly initiates, communicates, or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he or she knows is false or baseless and that would ordinarily:

1. Cause action by an official or volunteer agency organized to deal with emergencies;
2. Place a person in fear of imminent serious bodily injury; or
3. Prevent or interrupt the occupation of a building, room, or place of assembly.

Firearm is defined by [federal law \(18 U.S.C. 921\(a\)\)](#) as:

1. Any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive;
2. The frame or receiver of any such weapon;
3. Any firearm muffler or firearm silencer, defined as any device for silencing, muffling, or diminishing the report of a portable firearm; or
4. Any destructive device, such as any explosive, incendiary or poison gas bomb, or grenade.

Such term does not include an antique firearm.

Graffiti includes markings with paint, an indelible pen or marker, or an etching or engraving device on tangible property without the effective consent of the owner. The markings may include inscriptions, slogans, drawings, or paintings.

Handgun is defined by [Penal Code 46.01](#) as any firearm that is designed, made, or adapted to be fired with one hand.

Harassment includes:

1. Conduct that meets the definition established in district policies DIA(LOCAL) and FFH(LOCAL);
2. Conduct that threatens to cause harm or bodily injury to another person, including a district student, employee, board member, or volunteer; is sexually intimidating; causes physical damage to the property of another student; subjects

another student to physical confinement or restraint; or maliciously and substantially harms another student's physical or emotional health or safety, as defined in [Education Code 37.001\(b\)\(2\)](#); or

3. Conduct that is punishable as a crime under [Penal Code 42.07](#), including the following types of conduct if carried out with the intent to harass, annoy, alarm, abuse, torment, or embarrass another:
 - a. Initiating communication and, in the course of the communication, making a comment, request, suggestion, or proposal that is obscene, as defined by law;
 - b. Threatening, in a manner reasonably likely to alarm the person receiving the threat, to inflict bodily injury on the person or to commit a felony against the person, a member of the person's family or household, or the person's property;
 - c. Conveying, in a manner reasonably likely to alarm the person receiving the report, a false report, which is known by the conveyor to be false, that another person has suffered death or serious bodily injury;
 - d. Causing the telephone of another to ring repeatedly or making repeated telephone communications anonymously or in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another;
 - e. Making a telephone call and intentionally failing to hang up or disengage the connection;
 - f. Knowingly permitting a telephone under the person's control to be used by another to commit an offense under this section;
 - g. Sending repeated electronic communications in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another;
 - h. Publishing on an internet website, including a social media platform, repeated electronic communications in a manner reasonably likely to cause emotional distress, abuse, or torment to another person, unless the communications are made in connection with a matter of public concern, as defined by law; or
 - i. Making obscene, intimidating, or threatening telephone calls or other electronic communications from a temporary or disposable telephone number provided by an internet application or other technological means.

Hazing is defined by [Education Code 37.151](#) as an intentional, knowing, or reckless act, on or off campus, by one person alone or acting with others, directed against a student for the purpose of pledging, initiation into, affiliation with, holding office in, or maintaining membership in a student organization if the act meets the elements in [Education Code 37.151](#), including:

1. Any type of physical brutality;

2. An activity that subjects the student to an unreasonable risk of harm or that adversely affects the student's mental or physical health, such as sleep deprivation, exposure to the elements, confinement to small spaces, calisthenics, or consumption of food, liquids, drugs, or other substances;
3. An activity that induces, causes, or requires the student to perform a duty or task that violates the Penal Code; or
4. Coercing a student to consume a drug or alcoholic beverage in an amount that would lead a reasonable person to believe the student is intoxicated.

Hit list is defined in [Education Code 37.001\(b\)\(3\)](#) as a list of people targeted to be harmed, using a firearm, a knife, or any other object to be used with intent to cause bodily harm.

Improvised explosive device is defined by [Penal Code 46.01](#) as a completed and operational bomb designed to cause serious bodily injury, death, or substantial property damage that is fabricated in an improvised manner using nonmilitary components.

Indecent exposure is defined by [Penal Code 21.08](#) as an offense that occurs when a person exposes the person's anus or any part of the person's genitals with intent to arouse or gratify the sexual desire of any person, and is reckless about whether another is present who will be offended or alarmed by the act.

Intimate visual material is defined by [Civil Practices and Remedies Code 98B.001](#) and [Penal Code 21.16](#) as visual material that depicts a person with the person's intimate parts exposed or engaged in sexual conduct. "Visual material" means any film, photograph, video tape, negative, or slide of any photographic reproduction or any other physical medium that allows an image to be displayed on a computer or other video screen and any image transmitted to a computer or other video screen.

Location-restricted knife is defined by [Penal Code 46.01](#) as a knife with a blade over five and one-half inches.

Knuckles means any instrument consisting of finger rings or guards made of a hard substance and designed or adapted for inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles.

Look-alike weapon means an item that resembles a weapon but is not intended to be used to cause serious bodily injury.

Machine gun as defined by [Penal Code 46.01](#) is any firearm that is capable of shooting more than two shots automatically, without manual reloading, by a single function of the trigger.

Mandatory means that something is obligatory or required because of an authority.

Paraphernalia are devices that can be used for inhaling, ingesting, injecting, or otherwise introducing a controlled substance into a human body.

Personal Communication Device means a telephone, cell phone such as a smartphone or flip phone, tablet, smartwatch, radio device, paging device, or any other electronic device capable of telecommunication or digital communication.

Possession means to have an item on one's person or in one's personal property, including, but not limited to:

1. Clothing, purse, or backpack;
2. A private vehicle used for transportation to or from school or school-related activities, including, but not limited to, an automobile, truck, motorcycle, or bicycle;
3. Personal communication devices or electronic devices; or
4. Any school property used by the student, including, but not limited to, a locker or desk.

Prohibited weapon under [Penal Code 46.05\(a\)](#) means:

1. The following items, unless registered with the U.S. Bureau of Alcohol, Tobacco, Firearms, and Explosives or otherwise not subject to that registration requirement or unless the item is classified as a curio or relic by the U.S. Department of Justice:
 - a. An explosive weapon; or
 - b. A machine gun.
2. Armor-piercing ammunition;
3. A chemical dispensing device;
4. A zip gun;
5. A tire deflation device; or
6. An improvised explosive device.

Public Lewdness is defined by [Penal Code 21.07](#) as an offense that occurs when a person knowingly engages in an act of sexual intercourse, deviate sexual intercourse, or sexual contact in a public place or, if not in a public place, when the person is reckless about whether another is present who will be offended or alarmed by the act.

Public school fraternity, sorority, secret society, or gang means an organization composed wholly or in part of students that seeks to perpetuate itself by taking additional members from the students enrolled in school based on a decision of its membership rather than on the free choice of a qualified student. Educational organizations listed in [Education Code 37.121\(d\)](#) are excepted from this definition.

Reasonable belief is that which an ordinary person of average intelligence and sound mind would believe. Chapter 37 requires certain disciplinary decisions when the superintendent or designee has a reasonable belief that a student engaged in conduct punishable as a felony offense. In forming such a reasonable belief, the superintendent or designee may use all available information and must consider the information furnished in the notice of a student's arrest under [Code of Criminal Procedure Article 15.27](#).

Self-defense is the use of force against another to the degree a person reasonably believes is immediately necessary to protect himself or herself.

Serious misbehavior means:

1. Deliberate violent behavior that poses a direct threat to the health or safety of others;
2. Extortion, meaning the gaining of money or other property by force or threat;
3. Conduct that constitutes coercion, as defined by [Penal Code Section 1.07](#); or
4. Conduct that constitutes the offense of:
 - a. Public lewdness under [Penal Code 21.07](#);
 - b. Indecent exposure under [Penal Code 21.08](#);
 - c. Criminal mischief under [Penal Code 28.03](#);
 - d. Hazing under [Education Code 37.152](#); or
 - e. Harassment under [Penal Code 42.07\(a\)\(1\)](#) of a student or district employee.

Serious or persistent misbehavior includes, but is not limited to:

- Behavior that is grounds for permissible expulsion or mandatory STRIVE (DAEP) placement.
- Behavior identified by the district as grounds for discretionary STRIVE (DAEP) placement.
- Actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Refusal to attempt or complete schoolwork as assigned.
- Insubordination.
- Profanity, vulgar language, or obscene gestures.
- Leaving school grounds without permission.
- Falsification of records, passes, or other school-related documents.
- Refusal to accept discipline assigned by the teacher or principal.

Short-barrel firearm is defined by [Penal Code 46.01](#) as a rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun that, as altered, has an overall length of less than 26 inches.

Terroristic threat is defined by [Penal Code 22.07](#) as a threat of violence to any person or property with intent to:

1. Cause a reaction of any type by an official or volunteer agency organized to deal with emergencies;
2. Place any person in fear of imminent serious bodily injury;

3. Prevent or interrupt the occupation or use of a building; room, place of assembly, or place to which the public has access; place of employment or occupation; aircraft, automobile, or other form of conveyance; or other public place;
4. Cause impairment or interruption of public communications; public transportation; public water, gas, or power supply; or other public service;
5. Place the public or a substantial group of the public in fear of serious bodily injury; or
6. Influence the conduct or activities of a branch or agency of the federal government, the state, or a political subdivision of the state (including the district).

Tire deflation device is defined in part by [Penal Code 46.01](#) as a device, including a caltrop or spike strip, that, when driven over, impedes or stops the movement of a wheeled vehicle by puncturing one or more of the vehicle's tires.

Title 5 felonies are those crimes listed in [Title 5 of the Penal Code](#) that typically involve injury to a person and may include:

- Murder, manslaughter, or homicide under [Sections 19.02–.05](#);
- Kidnapping under [Section 20.03](#);
- Trafficking of persons under [Section 20A.02](#);
- Smuggling or continuous smuggling of persons under [Sections 20.05–.06](#);
- Assault under [Section 22.01](#);
- Aggravated assault under [Section 22.02](#);
- Sexual assault under [Section 22.011](#);
- Aggravated sexual assault under [Section 22.021](#);
- Unlawful restraint under [Section 20.02](#);
- Continuous sexual abuse of a young child or disabled individual under [Section 21.02](#);
- Bestiality under [Section 21.09](#);
- Improper relationship between educator and student under [Section 21.12](#);
- Voyeurism under [Section 21.17](#);
- Indecency with a child under [Section 21.11](#);
- Invasive visual recording under [Section 21.15](#);
- Disclosure or promotion of intimate visual material under [Section 21.16](#);
- Sexual coercion under [Section 21.18](#);
- Injury to a child, an elderly person, or a disabled person of any age under [Section 22.04](#);

- Abandoning or endangering a child under [Section 22.041](#);
- Deadly conduct under [Section 22.05](#);
- Terroristic threat under [Section 22.07](#);
- Aiding a person to die by suicide under [Section 22.08](#); and
- Tampering with a consumer product under [Section 22.09](#).

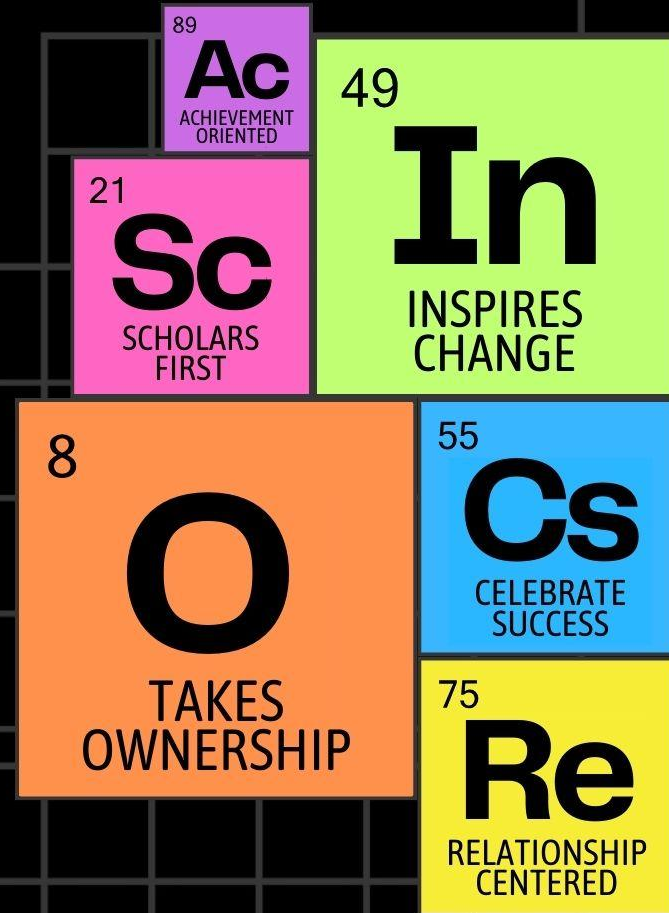
Under the influence means lacking the normal use of mental or physical faculties. Impairment of a person’s physical or mental faculties may be evidenced by a pattern of abnormal or erratic behavior, the presence of physical symptoms of drug or alcohol use, or by admission. A student “under the in-fluence” need not be legally intoxicated to trigger disciplinary action.

Use means voluntarily introducing into one’s body, by any means, a prohibited substance.

Zip gun is defined by [Penal Code 46.01](#) as a device or combination of devices that was not originally a firearm and is adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance.

Student Code Of Conduct Updates

Student Services Department
July 21, 2025



89th Legislative Updates To SCOC

- House Bill (HB) 6 makes substantial changes to Chapter 37, including clarifying the length of suspensions, removing mandatory DAEP placements for possession of an e-cigarette, and allowing districts to create virtual expulsion programs, among other things.
- House Bill (HB) 1481 mandates that school districts and open-enrollment charter schools adopt a written policy prohibiting students from using personal communication devices on school property during the school day. The policy must outline disciplinary measures for violations and may include provisions for device confiscation. Exceptions are provided for students with medical needs or those requiring the devices for IEPs or Section 504 plans.
- Senate Bill (SB) 569 expands virtual and hybrid education in public schools, establishing new rules for full-time virtual and hybrid campuses. It mandates that school districts consider virtual/hybrid education as an alternative to expulsion before expelling a student. The bill also outlines requirements for academic and operational planning for these programs, ensures accountability for virtual instruction providers, and provides funding through the Foundation School Program.



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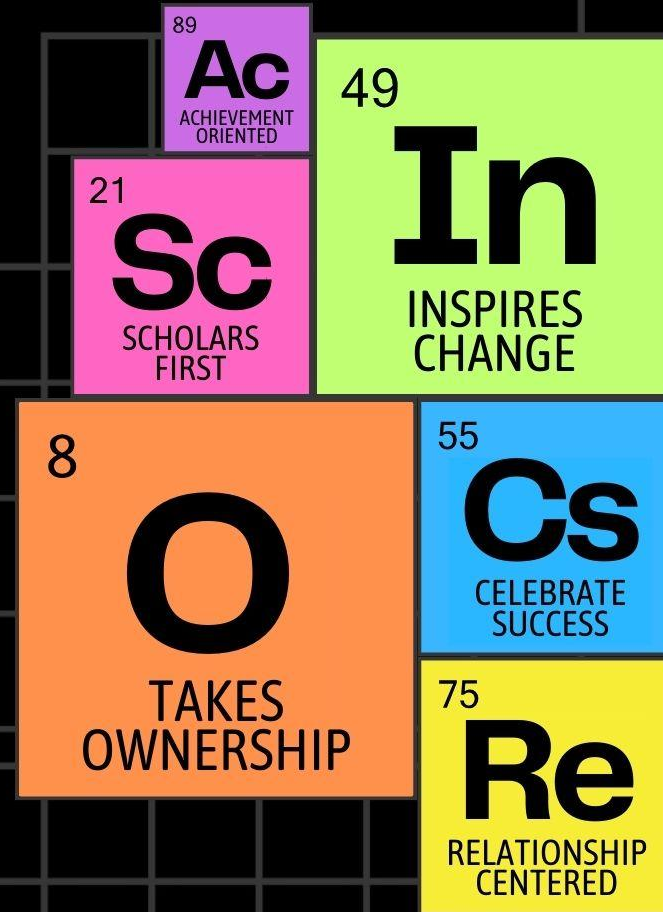
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HB 6

Addresses Student Discipline

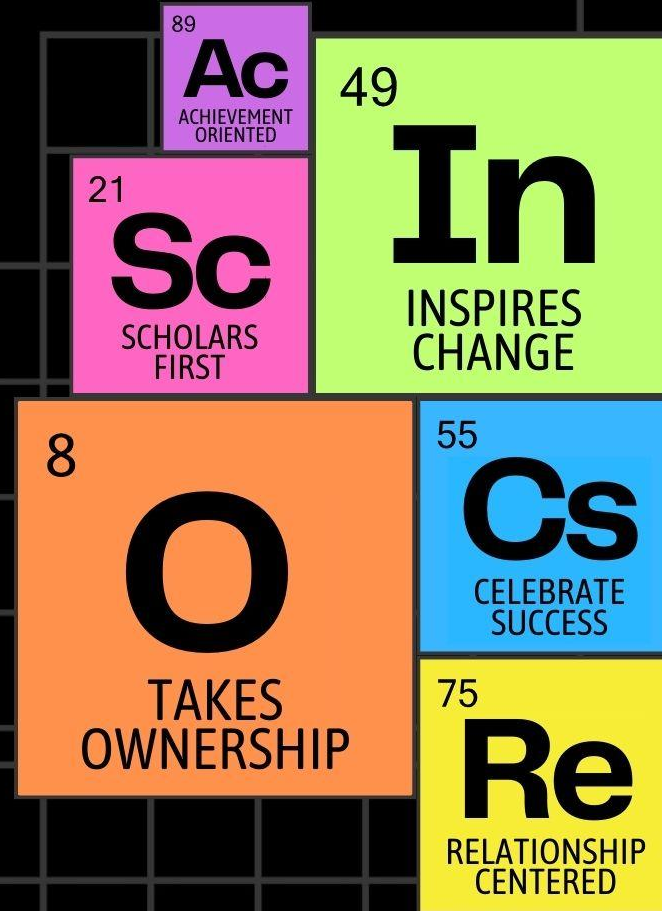
- In-School Suspension (ISS) is no longer limited to 3 days, if a scholar is assigned 10 or more days, the campus admin team at least once every 10 days to evaluate the educational process.
- First-Time offense of possession or use of nicotine delivery product or E-cigarette is no longer a mandatory offense. They may be assigned to ISS for a period of 10 school days.
- Parental Involvement - parent has a right to request a behavioral agreement when a scholar has been assigned to STRIVE. If the administrator agrees to the agreement, the assigned days may be reduced. The decision to reduce, revoke, or amend the assignment is at the sole discretion of the administrator.



HB 6

Formal Teacher Removal

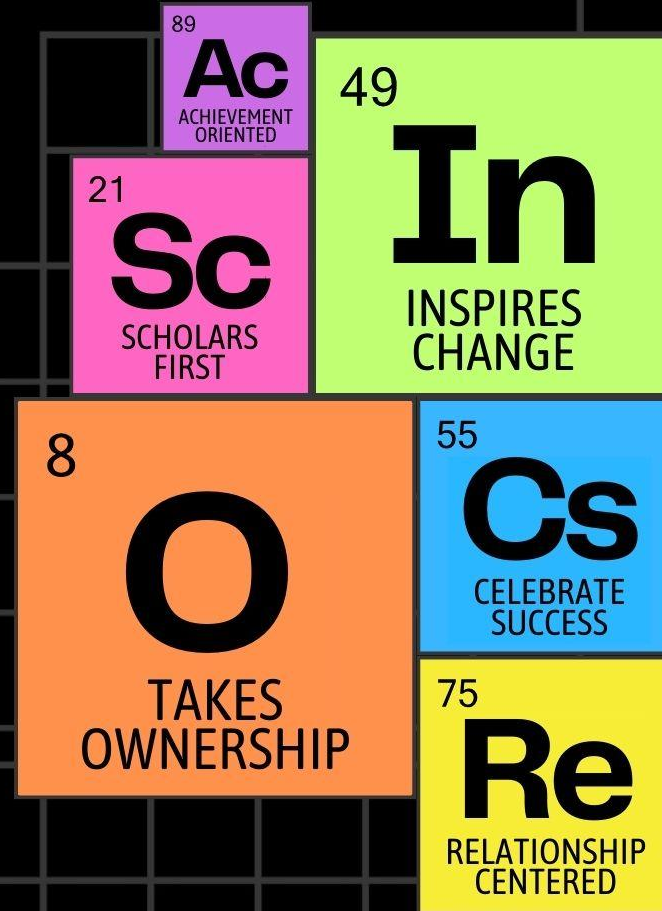
1. A student's behavior repeatedly interferes with the teacher's ability to teach the class or with other students' ability to learn.
2. A student demonstrates behavior that is unruly, disruptive, or abusive toward the teacher, another adult, or another student in the classroom.
3. A student engages in conduct that constitutes bullying, as defined by Education Code 37.0832.0.



HB 6

Out Of School Suspension - Student Below 3rd grade

- Conduct that contains the elements of a weapons offense, as provided in Penal Code sections 46.02 or 46.05.
- Conduct that threatens the immediate health and safety of other students in the classroom.
- Documented conduct that results in repeated or significant disruption to the classroom; or
- Selling, giving, or delivering to another person or possessing, using, or being under the influence of any amount of marijuana, an alcoholic beverage, or a controlled substance or dangerous drug as defined by federal or state law.



HB 6

Alternative Assignment

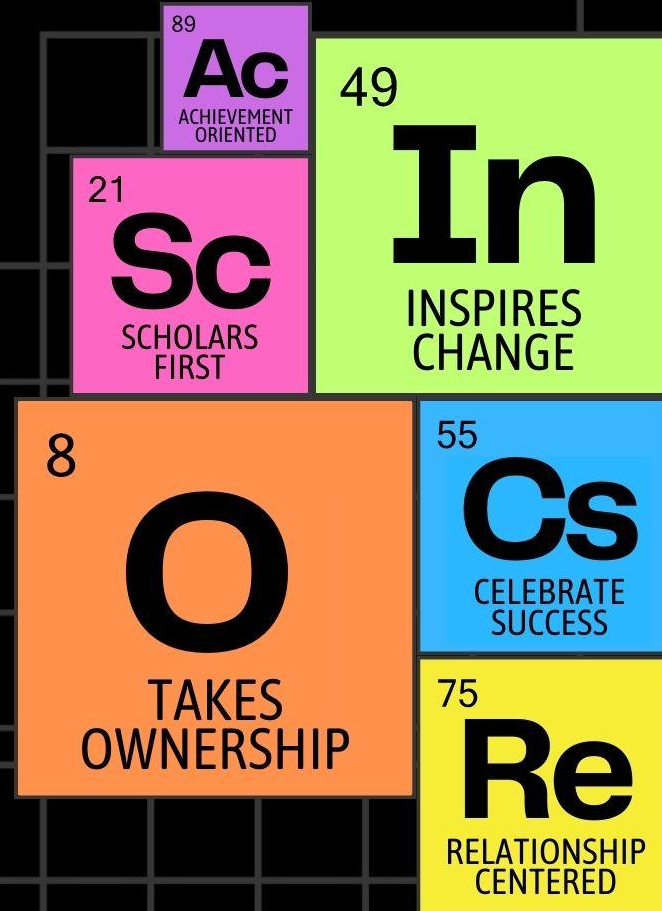
- A parent or person standing in parental relation to the student may submit a written request to the principal or other appropriate administrator to reassign a student placed in out-of-school suspension.
- It is the sole discretion of the principal or other appropriate administrator to reassign the student placed in out-of-school suspension.



HB 6

Virtual Expulsion Program

- The school must ensure students in the program have the necessary technology and internet and must provide it if needed.
- The virtual program must, as much as possible, meet the same requirements as an in-person disciplinary alternative education program (STRIVE (DAEP)).
- The student's placement must be reviewed every 45 school days.
- If an in-person spot becomes available, the school should plan the student's return to in-person learning.
- If continued virtual placement is appropriate, the school must document the decision.



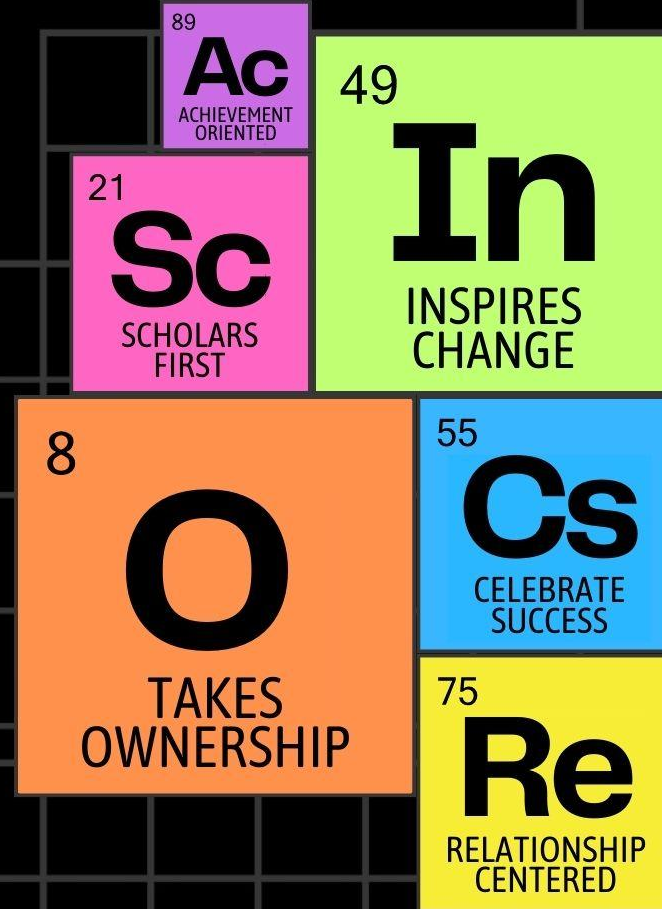
HB 1481

Addresses Possession of Personal Communication

Possession of Personal Communication Devices

Students shall not:

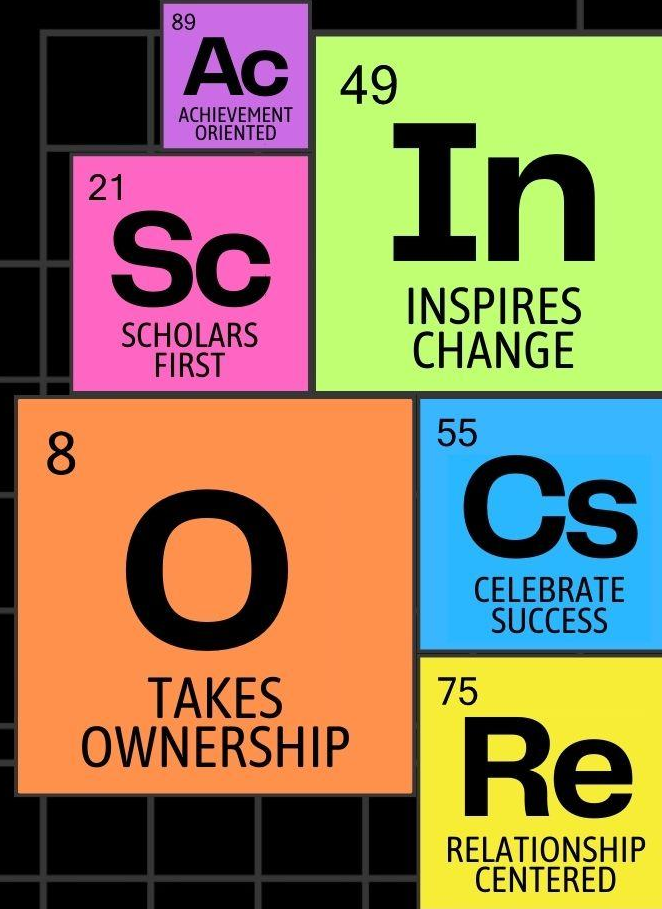
- Use a personal communication device, including a cell phone, or other electronic device on school property during the school day and shall store the device in accordance with the method of storage established by the district.
- The district may authorize the use of a personal communication device for the following reasons:
 - To implement an individualized education program (IEP) or for a plan created under Section 504, Rehabilitation Act of 1973 (29 U.S.C Section 794) or a similar program or plan;
 - With documented need based on a directive from a qualified physician; or
 - To comply with a health or safety requirement imposed by law or as part of the district's safety protocols.



SB 569

Virtual Education as Alternative to Expulsion

Before a school district may expel a student, the district must consider the appropriateness and feasibility of, as an alternative to expulsion, enrolling the student in a full-time hybrid program, full-time virtual program, full-time hybrid campus, or full-time virtual campus. This requirement does not apply to a student expelled under Education Code 37.0081 or 37.007(a), (d), or(e).



VI.D. Academics -Instructional Resources over \$50,000.00 Renewals

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: July 21, 2025

Presented by: Dr. Maria Gamell, Superintendent of Schools

Subject: Academics-Instructional Resources over \$50,000 Renewals

Information

BACKGROUND INFORMATION:

Cedar Hill ISD is proposing the renewal of essential academic software and resources for the 2025-2026 school year, each purchase exceeding \$50,000. These renewals ensure continued access to crucial educational tools that support student learning and instructional effectiveness. The district will maintain subscriptions to vital platforms that enhance curriculum delivery, facilitate assessments, and offer comprehensive data analytics to drive instructional decisions. These investments underscore the district's commitment to providing high-quality educational experiences and resources for all students. New this year LOTE curriculum resources Auténtico.

RECOMMENDATION:

Approval of Instructional Renewal purchases over \$50,000

BOARD ACTION REQUIRED:

Yes

POLICY AUTHORIZATION:

CH Legal
CH Local

CONTACT PERSON:

Dr. Cherron Montgomery, Executive Director of Teaching and Learning

FUNDING SOURCE:

Fud 199-General Fund
Fund 429-Title I
Fund 410-Instructional Materials Allotment (IMA)

ENCLOSURES:

2025-2026 [Academic Presentation > \\$50,000.00](#)

2025-2026



Instructional Resources

Renewals Over \$50,000

Cedar Hill ISD is proposing the renewal of essential academic software and resources for the 2025-2026 school year, each purchase exceeding \$50,000.

- These renewals ensure continued access to crucial educational tools that support student learning and instructional effectiveness.
- The district will maintain subscriptions to vital platforms that enhance curriculum delivery, facilitate assessments, and offer comprehensive data analytics to drive instructional decisions.
- These investments underscore the district's commitment to providing high-quality educational experiences and resources for all students.





2025–2026 Instructional Resource Renewals

Resource	Description	Funding Source	Cost
Edmentum: Exact Path & Study Island	Provides personalized learning journeys for each scholar based on NWEA Map data. Specific learning paths are created for scholar academic growth. On grade level solutions to assist K-12 educators provide scholar tier I unique learning opportunities such as knowledge gaps, concept mastery, and credit recovery.	IMA - 410	\$96,149.18
NWEA Maps (K-12)	A computer-adaptive assessment that measures student performance and growth in reading, mathematics, language usage, and science. It provides detailed insights into each student's learning level, helping to inform personalized instruction and track progress over time.	Title I - 429	\$94,505.25 \$4,650.00(NT)
College Board (ACT/PSAT/TSIA2)	The College Board provides standardized assessments such as the ACT, PSAT, and TSIA2, which are designed to evaluate students' readiness for college and guide their educational and career planning.	Gen. Fund - 199	\$85,000.00



2025–2026 Instructional Resource Renewals (cont.)

Resource	Description	Funding Source	Cost
SAVVAS LOTE Languages Other Than English	Auténtico Curriculum support for upper - level AP French, AP Spanish. Digital course licenses for LOTE programs. A completely articulated sequence of study that includes Language and Culture course work.	IMA - 410	\$47,055.00 \$3,500.00(PD)
Mastery Prep Sirius Education (3-12)	A supplemental TEKS-based instructional material designed to be easy to use alongside core curriculum resources to fill instructional and student learning gaps with essential TEKS instruction and STAAR 2.0 practice; Sirius supports a wide range of student needs.	Title I - 429	\$68,355.00
Amplify MCLASS	K-2 reading program to develop foundational reading skills in phonological awareness, phonics, fluency, vocabulary and comprehension. Assessment and instruction system that helps measure literacy development . mCLASS provides teachers with instructional reading activities for each students based on their assessment score.	IMA - 410	\$45,259.20 \$26,950.00

VI.E. 2025-2026 Compensation Manual

**Cedar Hill Independent School District
BOARD OF TRUSTEES**

Meeting Date: **July 21, 2025**

Presented by: **Dr. Maria Gamell, Superintendent of Schools**

Subject: **2025-2026 Compensation Plan**

-

Information

BACKGROUND INFORMATION:

Board Policy DEA (LOCAL) defines that the Superintendent shall provide and recommend to the Board compensation plans for all District employees. The Administration submits the updated 2025-2026 Compensation Manual for your approval.

RECOMMENDATION:

NA

BOARD ACTION REQUIRED:

NA

POLICY AUTHORIZATION:

DEA (LOCAL)

CONTACT PERSON(S):

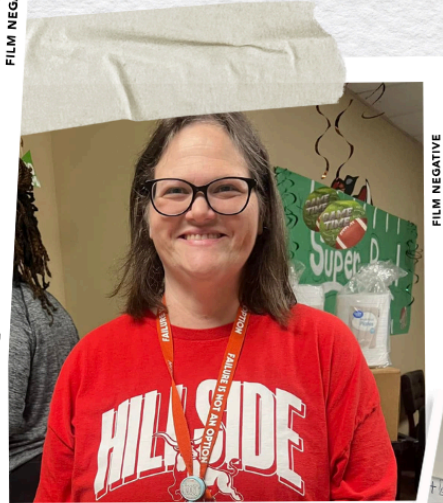
Ms. Judith Aguilar, Executive Director of Human Resources

FUNDING SOURCE:

The 2025-2026 budget contains provisions for the payment of wages, salary, stipends, benefits, and incentives as provided in the district budget per the CHISD compensation plan.

ENCLOSURES: Under separate cover.

2025-26



COMPENSATION MANUAL

CEDAR HILL INDEPENDENT SCHOOL DISTRICT

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CEDAR HILL ISD

MISSION, VISION, MOTTO & GOALS

Mission

To develop resilient scholars who excel academically and are empowered to serve

Vision

Unlocking every Longhorn's potential

Motto

Educate. Empower. Inspire.

Student Outcome Goals

Goal # 1- Increase the percentage of scholars graduating College, Career, & Military ready

Goal # 2- Increase the percentage of 3rd grade (all students) scholars reading at or above grade level

Goal # 3- Increase the percentage of Algebra 1 scholars scoring Meets or Above

Goal # 4- Increase the percentage of scholars participating in extra-curricular or co-curricular activities



CEDAR HILL ISD

COMPENSATION PROGRAM

The function of the Human Resources Department is to direct the strategic planning, design, implementation, administration, and communication of all district compensation programs, ensuring the programs are aligned with the district's strategy and culture.

Responsibilities of the Human Resource Department Include:

1. Overseeing the design, implementation, and administration of compensation programs.
2. Recommending and administering policies and procedures to ensure competitive and consistent compensation practices and ensuring adherence to the compensation philosophy.
3. Researching and evaluating district needs and market trends for the purpose of ensuring the district's compensation programs are competitive and provide the ability to attract, engage, and motivate highly qualified employees.
4. Strategizing and consulting with senior leadership to educate employees regarding the compensation programs.
5. Continually evaluate compensation practices to ensure adherence to the compensation philosophy by conducting market pricing surveys:
 - a. Pay Scale
 - b. Texas Association of School Boards (TASB)
 - c. Other targeted surveys
6. Developing and maintaining competitive salary structures.
7. Performing job evaluations (in conjunction with TASB as needed) to determine the appropriate grade for each job, taking into consideration:
 - a. Job description(s)
 - b. Market data
 - c. Internal equity
 - d. Preservation of consistency between departments
 - e. Interviews with department or campus leader and/or other key employees
8. Collaborating with managers to review the duties performed by each of their employees in developing or revising job descriptions.
9. Considering the various types of pay decisions, and making appropriate pay recommendations with the following considerations:
 - a. Market data
 - b. District issue/need
 - c. Individual future potential and likely future jobs
 - d. Need for specific, or specialized skill set
 - e. Pay of others on the same career track
 - f. Budget requirements and constraints
10. Conducting compensation reviews, as needed. Compensation reviews for individual employees must be initiated through the employee's manager.
11. Referring all policy and procedure exceptions to the Assistant Superintendent of Human Resources.

2025-26



COMPENSATION STRUCTURE

CEDAR HILL ISD

COMPENSATION POLICY

Board Policy [DEA Local](#)

The Superintendent shall recommend an annual compensation plan for all district employees. The compensation plan may include wage and salary structure, stipends, benefits, and incentives. The Superintendent shall administer the compensation plans consistent with the annual approved budget by the Board and administrative guidelines.

Pay Administration

Board Policy [DEA Local](#)

The Superintendent shall implement the compensation plan and establish procedures for plan administration consistent with the budget. The Superintendent or designee shall classify each job title within the compensation plan based on the qualifications, duties, and market value of the position.

Compensation Framework

Cedar Hill Independent School District's compensation plan is made up of salary pay grades with respective ranges as well as supplemental earnings and benefit programs that are approved by the Board of Trustees. Salary ranges are determined by market rates for benchmark positions. To ensure that salary ranges are competitive with the market, the Human Resources Department conducts market research to inform current compensation levels for comparable positions. Employees are paid according to the pay range for their respective positions.

Cedar Hill ISD pay groups are:

- Auxiliary
- Administrative
- Counselor
- Paraprofessional
- Police & Security
- Support Professional
- Teacher, Librarian, & Nurse
- Transportation



The Human Resources Department, with TASB's support, determines the compensatory value of a position by conducting systematic comparisons of positions to assess relative internal and external value. After the systematic comparison is complete, a position is assigned an associated pay grade. Pay grades are used to group positions that have approximately the same relative internal value based on compensatory factors (job descriptions, market data, internal equity, district consistency, and administrative input are all considered when performing job evaluations).

Annual Earnings vs. Annualized Salary

Annual Earnings – the actual amount an employee earns in a year. It is figured retroactively or after the earnings have been paid. It differs from annualized earnings as it is NOT an estimate of what may happen, it is a record of what did happen.

Annualized Salary – Employees of Cedar Hill ISD are annualized based on either days or hours worked per school year over the remaining checks for the school year. An annualized salary is useful for employees who do not work a full year, such as teachers, and for employees who work part of each year on a salaried basis. Annualization is the process of spreading the payments out to the employee over the entire year, though the salary is only earned for part of the year. This gives the employee a steady paycheck when they are not working. Employees who are considered hourly and are paid on a biweekly basis will not be paid on an annualized basis, therefore they will be paid on actual hours worked for the pay period.

Compensatory Pay (Comp Time)

Board Policy [DEAB Local](#) .

Non-exempt employees (annualized salary payments) receive compensatory time off, rather than overtime pay at a rate of no less than one and one-half hours for each overtime hour worked in lieu of overtime pay. Work weeks that include holiday and/or approved time off in excess of forty (40) hours are paid at a rate of one hour until the time off or holiday hours have been exceeded. Supervisors of non-exempt employees shall ensure there is documented approval of the employees working a schedule beyond their normal working hours and the nature of the work performed. All compensatory time should be used by the end of the fiscal year (June 30) or the supervisor should be accountable for the budget to pay out the compensatory time as earned.

Pay Increases

Board Policy [DEA Local](#)

The Superintendent shall recommend to the Board an amount for employee pay increases as part of the annual budget. The Superintendent or designee shall determine pay adjustments for individual employees, within the approved budget following established procedures.



Compensation Philosophy and Objectives

Cedar Hill ISD pay systems shall be designed and managed for the following purposes:

- Offer competitive pay to attract and retain highly qualified personnel
- Provide internal pay equity for job responsibilities
- Reward continued service to the district
- Manage payroll expenses effectively

Pay Systems

Employee pay systems are designed and administered for the purpose of attracting and retaining qualified employees to achieve the goals of the district. The Human Resources Department recommends the development, maintenance, and administration of employee pay systems in accordance with Board policies, governmental laws, and regulations.

All district jobs are assigned a pay grade that establishes the minimum to maximum pay range for the position. Jobs are assigned to pay grades based on the following factors:

- Job qualifications and required skills
- Job duties and responsibilities defined by the district
- Competitive job market prices

Pay ranges are reviewed annually and adjusted periodically. Employee salaries will be adjusted based on the pay increase budget and pay raise guidelines as approved by the Board of Trustees each year.

Job Descriptions

Job descriptions are an essential function in the administration of a compensation system. Accurate, complete, and job descriptions are collected and maintained by the Human Resources Department. This includes job descriptions that address job qualifications, primary purpose, major duties, responsibilities, and working conditions. Job titles will be reviewed by the Human Resources Department to maintain a logical job titling scheme that consistently describes the level and nature of work.



Exemption Status

All jobs will be classified as exempt or nonexempt per the requirements of the Fair Labor Standards Act (FLSA) and documented in the job description. The Human Resources Department determines the classification of each position based on the assigned job duties. To be exempt, the employee's primary duties must meet the requirements defined by the federal regulations of the Executive, Administrative, or Professional exemption test or be a teacher, and the employee must be compensated on a salary basis. All employees who do not meet the legal requirements for exemption are classified as non exempt or hourly.

Job Classification

Job classification determines the assigned pay range for a job. Job classification is based on job requirements, assigned duties, and market value. All jobs are classified based on common factors that show the relative level of knowledge and skill requirements, the complexity of assigned duties, job accountability, and working conditions. The Human Resources Department collects job information, evaluates jobs for classification purposes, and assigns jobs to pay grades. The Superintendent or designee has final authority concerning job classifications.

Determining Factors in Classifying Jobs

Freedom to Act - Authority, autonomy, independence of action, the degree to which job tasks are dictated by policy, procedures, manuals, supervisor, or department.

Complexity - Problem-solving skills are assessed based on two scales; one, the types of problems encountered from routine to most difficult and two, the knowledge required to solve them from simple recognition and referral to devising solutions based on interpretation of policy and understanding of departmental objectives.

Consequences of Error - Measures the impact of errors made in the course of work and the consequence of error according to magnitude of errors.

Scope - The variety of work assigned, the degree of district skills required to complete the work, the knowledge of district units inside or outside the district and the diversity of deadlines and priorities governing the work.

Supervisory Responsibilities - Number, types, and level of positions supervised, functions supervised, the degree of supervisory authority, complexity and diversity of work supervised.

Responsibility for Resources - The extent of the resources for which the employee has responsibility including, but not limited to, human, financial, facilities, material, and information systems.

Communications - Types of verbal and written communications; what information typically is responsible for communicating and method of delivery.

"Majority Rule" - Classification title and level are dependent primarily on where the majority (50% or more) of a job duty lies.

Classification of New Positions

Prior to posting, new positions must have a written job description created collaboratively by the Human Resources Department and the hiring manager. The Human Resources Department will determine the pay grade classification of new positions based on the job description, qualifications required, and market value. New positions must be classified in the pay system prior to hiring new employees.

Common Misconceptions about Job Classification

The employee on the line was cordial, clear and direct: "I just got my degree, so when do I get reclassified?" This call represents a common misconception about the district's classification system. Classification is based solely upon the duties assigned to a position, not the qualifications of the incumbent. Put simply, the JOB is classified, not the employee. Besides educational attainment, other person-related factors that are not taken into consideration when classifying a position's job level include:

Longevity – The length of time the employee has worked at the district may positively affect performance on the job, however, it is not a factor used in determining the position level.

Speed – How fast an employee works or how much is produced compared to others is a factor in performance, not job classification.

Retention – "She's been offered a promotion", more than one supervisor has commented, "If I can't match it, I'll lose my best employee." While this dilemma is understandable, the fear of losing an employee cannot be considered in classification decisions for job level.

Financial Need – "I just bought a new home, my daughter's a sophomore at UT, I need a new car and my dog is sick." Financial need is universal, and classification cannot include personal finances as a consideration.

Dedication – We often hear about employees who, "Always arrive early, leave late, never take breaks, work weekends, etc." Again, this is a performance issue and should be addressed during reviews.

Personality – Ability to work in unusual conditions and with difficult co-workers is not a factor to be considered when classifying a position. Unique skill and/or ability required for a position is considered and should be spelled out in the job description.

Future Projects – Duties currently performed; not future assigned duties are considered in job evaluation.

What are some of the factors taken into consideration when making classification decisions?

In brief, classification is based upon several factors: the nature, variety, and difficulty of the duties; the responsibility for staff and resources; the knowledge and originality required for the position; and the authority and relative autonomy of the position (see previous section "Determining Factors in Classifying Jobs")

Job Reclassification

A job reclassification occurs when a position is moved to a higher or lower pay range. Jobs may be reclassified because of a significant and sustained change in job duties assigned, a need to improve internal pay equity or change in the competitive job market.

All positions, except for teachers, librarians, substitutes, and part-time temporary employees are assigned to pay grades based on the level of skill, effort, and responsibility required for the job assignment. The Human Resources Department will classify new positions or reclassify existing positions as necessary based on job requirements and comparability to other positions in the district or in the marketplace.

Pay Increase Budget

The Superintendent recommends a budget for pay increases as part of the annual budget process. Budget recommendations for pay increases are based on available revenue, statutory requirements, competitive job markets, and district compensation objectives. Salary schedules or placement guidelines do not imply or assure similar salary increases in subsequent years.



The pay increase budget recommended by the Superintendent may include adjustments to remedy internal or external pay equity problems, or to compensate an employee for a significant change in job responsibilities.

General Pay Increases and Eligibility

Employee salaries and wages will be reviewed annually for adjustment. General Pay Increase (GPI) is based upon the annual budget approved by the Board of Trustees and given to employees to compensate for continued service to the district.

To receive a general pay increase, an employee must be in “ active status” or on an approved leave of absence for at least 90 calendar days prior to July 1 of the fiscal year. Exceptions require authorization by the Superintendent or designee. The general pay increase is reflected on the first paycheck of the school year for each pay group. Employees will be able to view their 2025-2026 pay rates in the Skyward Employee portal one to two weeks prior to their first paycheck of the school year.

Salary Placement of New Hires

Salaries are determined by an employee’s total years of relevant work experience as defined at the time of employment. Salary guides are developed and approved annually and do not represent or imply future pay increases or salary guarantees.

The starting salary is determined individually based on job-related experience and salaries paid to peer employees in the same position with similar experience. No employee will be placed below the minimum of the pay range. Salary recommendations for new hires may be adjusted upward by the Human Resources Department for hard-to-fill positions or to recognize extraordinary knowledge and skills, qualifications, or technical certifications.

Salary Adjustment Qualifications

It is the responsibility of the employee to submit original service records and official transcripts at the time of hire. Employees who provide service records with verifiable, creditable experience may receive a review for a potential salary adjustment if a request for a salary adjustment is submitted to the Human Resources Department. The initial request for salary adjustment, along with service records, must be submitted to the Human Resources Department *no later than 3 months following the date of hire*. Service records received after this date will not be eligible for salary adjustment review unless the position falls below the statutory minimum.

Promotion Defined

A promotion occurs when an employee is typically assigned to a different job in a higher pay grade and range. Pay adjustments for promotions begin with the effective date of the new assignment. For promotions that take effect at the beginning of the school year, any general pay increase granted by the Board of Trustees will be applied to the new rate of pay resulting from the promotion. A promotion increase for employees is based on the current base salary less any stipends paid for supplemental duties. Certain promotions are considered “Career Path” movements.

These movements may or may not result in an increase to the employee's daily rate.

Demotion Defined

A demotion occurs when an employee is reassigned to a different job with less responsibility at a lower pay grade level. Demotions may be voluntary or involuntary. Position reclassification or general salary structure changes are not considered demotions. A reduction in pay because of a demotion is effective the first day of the next contract year. When a pay reduction is made for a demotion, pay adjustments may also be made for a longer or shorter work year associated with the change in assignment. Reductions in pay made because of a demotion take into consideration the new salary range as well as comparative equity with other employees currently in that job level.

Lateral Transfer

A lateral transfer is defined as movement into another job assigned to the same or equivalent pay grade. Lateral moves may involve a change of days (higher/lower); however, the equivalent daily pay rate remains the same. Lateral placements can also be classified as voluntary or involuntary. Lateral transfers are not eligible for salary increases, except for adjustments required to reflect the work calendar days of the new job.

Supplemental Pay

Supplemental pay (stipends and extra duty pay) represents a remuneration in addition to, but separate from, regular base salary. Supplemental pay is authorized on a year-to-year basis. Supplemental pay will be discontinued upon cessation of assignment, or upon the occurrence of an event which otherwise causes the employee to be ineligible to receive the supplemental pay. The employee must be able to fulfill their day-to-day duties along with the added responsibilities associated with the supplemental pay. Supplemental pay will be discontinued for employees who are not able to meet these expectations.

Procedures for Requesting a Pay Re-Classification

A pay classification review must be initiated by the job supervisor or the Compensation Department. Jobs previously submitted within the last 12 months and new jobs (1 year or less) are not eligible for review. Requests should be submitted to the Human Resources Department in January of each year to allow adequate time for budget considerations.

The supervisor may request a salary review during the annual budgeting process, typically beginning in January of each year. The appropriate division/department head must approve the submission of the request to the Human Resources Department. The supervisor's request must include a proposed job description and written explanation of changes in job duties and responsibilities along with [the Request for Position Revision/Conversion](#) form completed by the incumbent and supervisor. The request must be approved by the appropriate division head, Assistant Superintendent, or Superintendent.

The Human Resources Department will review the request and obtain additional job information, if needed. Additional information may be obtained by a written questionnaire, by interviewing the supervisor and/or employee(s), or by analyzing external job market information. The Human Resources Department will evaluate the job placement in the pay structure and prepare a written recommendation for pay grade assignment for the Superintendent's review.

Back Payment of Earnings

Employees are responsible for regularly reviewing the accuracy of their pay statement. A back payment occurs when the employee is paid less than the amount they should have been paid. If it is determined the back pay is due for duties performed with prior approval, the situation is rectified by paying the difference for the current fiscal year. For extra duty or supplemental pay, to review a request for back payment of earnings, written documentation must be submitted that shows the work was agreed upon by the supervisor prior to the work being performed. Underpayments will be reimbursed for the current fiscal year after being reviewed and confirmed by the Human Resources Department within sixty (60) days of the closed previous fiscal year (June 30) with approval from the Assistant Superintendent of Human Resources.

Overpayment

Employees are responsible for regularly reviewing the accuracy of their pay statement. An overpayment occurs if an employee is paid more than the amount that the employee should have been paid under the assigned pay grade

and/or any relevant supplemental pay. If discovered and/or reported in the current fiscal year, a payment plan may be developed for regular payroll deductions to recoup the overpayment. Generally, an overpayment will be paid in one pay cycle. However, if this creates an undue hardship, the district may develop a plan for regular payroll deductions in the same calendar year at the discretion of the district to ensure an accurate W-2 form.

Payroll Deduction

Policy [CFEA \(LEGAL\)](#)

Required Deductions:

Federal Withholding – Figured automatically by the income tax withholding percentage method according to the marital status and number of exemptions claimed on the W-4 Form.

Medicare – 1.45% of the gross salary will be deducted each pay period for any employee hired after March 31, 1986

Teacher Retirement – Published contribution rate times total gross salary deducted each pay period (per TRS September 1, 2024=8.25%). Deductions are on a pre-tax basis. These deductions are subject to change based on Texas Legislation.

TRS Retirement Insurance – Published contribution rate times total of gross salary deducted each pay period (per TRS September 1, 2024=0.65%). These deductions are subject to change based on Texas Legislation.

FICA Alternative Plan – Substitute/Temporary Staff Only – Effective 8/14/2004, 7.5% of total gross salary deducted each pay period on a pre-tax basis. Applicable only to those staff members who are not eligible for Teacher Retirement System (TRS) membership. The staff member will contribute to their own personal retirement savings account.

Other payroll deductions staff members may elect to include deductions for the staff members' share of premiums for health, dental, life, and vision insurance; annuities; and higher education savings plans. Staff members also may request payroll deduction for payment of membership dues for district recognized organizations and specific charitable groups. Salary deductions are automatically made for unauthorized or unpaid leave. It is the responsibility of the employee to submit requests for time off to their immediate supervisor and input any absences in the Skyward Employee Access portal.

Pay Information

Employees are responsible for ensuring their pay is accurate by reviewing their pay statement online in the Skyward Employee Access each time they get paid. It is important to review all information on each pay statement including name, social security number, pay rates, paid time off balance, and other information. The general pay Increase is reflected on the first paycheck of the school year for each pay group. Employees will be able to view their 2024-2025 pay rates in the Skyward Employee Access portal 1-2 weeks prior to their first paycheck of the school year.

Pay Dates

Pay dates are located on the Cedar Hill Independent School District website under Services & Departments > Business Office > Payroll. Payroll dates are board approved on an annual basis for each school year. Payroll dates can also be located on the following link: [PAYROLL SCHEDULE](#)





The salary ranges in this pay schedule do not reflect any statutorily required salary allotments enacted by the Texas Legislature in the 88th Session. The district reserves the right to adjust salary amounts for the 2025-2026 school year in response to legislative changes. The contents of this manual may be updated throughout the year at the discretion of the Superintendent to meet the operational needs of the district.

These salary ranges represent the minimum rate of base pay an employee can earn by position and grade. These are current rates and not a guarantee of future earnings. The salary ranges will be reviewed and updated on an annual basis. New offers of employment are based on comparable experience, as well as market competitive.

Teacher salaries are based on 10-month employment for the 2025-2026 school year. Salary plans are determined on an annual basis and salary advancement is not guaranteed. Pay increases are based on the annual pay raise budget approved by the Board of Trustees. Salaries are determined individually with consideration for job-related experience and credentials. Salary schedules cannot be used to compute future earnings.

CEDAR HILL ISD

TEACHERS PAY PLAN

Yrs. of Exp.	Base*	HB2	Total
0	\$ 60,000.00	\$ 500.00	\$ 60,500.00
1	\$ 60,300.00	\$ 1,000.00	\$ 61,300.00
2	\$ 60,600.00	\$ 1,500.00	\$ 62,100.00
3	\$ 60,900.00	\$ 2,500.00	\$ 63,400.00
4	\$ 61,200.00	\$ 2,500.00	\$ 63,700.00
5	\$ 61,500.00	\$ 5,500.00	\$ 67,000.00
6	\$ 61,800.00	\$ 5,500.00	\$ 67,300.00
7	\$ 62,100.00	\$ 5,500.00	\$ 67,600.00
8	\$ 62,400.00	\$ 5,500.00	\$ 67,900.00
9	\$ 62,700.00	\$ 5,500.00	\$ 68,200.00
10	\$ 63,000.00	\$ 5,500.00	\$ 68,500.00
11	\$ 63,300.00	\$ 5,500.00	\$ 68,800.00
12	\$ 63,600.00	\$ 5,500.00	\$ 69,100.00
13	\$ 63,900.00	\$ 5,500.00	\$ 69,400.00
14	\$ 64,200.00	\$ 5,500.00	\$ 69,700.00
15	\$ 64,500.00	\$ 5,500.00	\$ 70,000.00
16	\$ 64,800.00	\$ 5,500.00	\$ 70,300.00
17	\$ 65,100.00	\$ 5,500.00	\$ 70,600.00
18	\$ 65,400.00	\$ 5,500.00	\$ 70,900.00
19	\$ 65,700.00	\$ 5,500.00	\$ 71,200.00
20	\$ 66,000.00	\$ 5,500.00	\$ 71,500.00
21	\$ 66,300.00	\$ 5,500.00	\$ 71,800.00
22	\$ 66,600.00	\$ 5,500.00	\$ 72,100.00
23	\$ 66,900.00	\$ 5,500.00	\$ 72,400.00
24	\$ 67,200.00	\$ 5,500.00	\$ 72,700.00
25	\$ 67,500.00	\$ 5,500.00	\$ 73,000.00
26	\$ 67,800.00	\$ 5,500.00	\$ 73,300.00
27	\$ 68,100.00	\$ 5,500.00	\$ 73,600.00
28	\$ 68,400.00	\$ 5,500.00	\$ 73,900.00
29	\$ 68,700.00	\$ 5,500.00	\$ 74,200.00
30	\$ 69,000.00	\$ 5,500.00	\$ 74,500.00
31	\$ 69,100.00	\$ 5,500.00	\$ 74,600.00
32	\$ 69,400.00	\$ 5,500.00	\$ 74,900.00
33	\$ 69,700.00	\$ 5,500.00	\$ 75,200.00
34	\$ 70,000.00	\$ 5,500.00	\$ 75,500.00
35	\$ 70,100.00	\$ 5,500.00	\$ 75,600.00

*An additional \$1,000 for a Master degree and \$2,000 for Doctorate degree. (this is not per degree earned)

CEDAR HILL ISD

NURSES AND LIBRARIANS PAY PLAN

Yrs. of Exp.	Bachelor's	Master's	Doctorate
0	\$ 60,000.00	\$ 61,000.00	\$ 62,000.00
1	\$ 60,300.00	\$ 61,300.00	\$ 62,300.00
2	\$ 60,600.00	\$ 61,600.00	\$ 62,600.00
3	\$ 60,900.00	\$ 61,900.00	\$ 62,900.00
4	\$ 61,200.00	\$ 62,200.00	\$ 63,200.00
5	\$ 61,500.00	\$ 62,500.00	\$ 63,500.00
6	\$ 61,800.00	\$ 62,800.00	\$ 63,800.00
7	\$ 62,100.00	\$ 63,100.00	\$ 64,100.00
8	\$ 62,400.00	\$ 63,400.00	\$ 64,400.00
9	\$ 62,700.00	\$ 63,700.00	\$ 64,700.00
10	\$ 63,000.00	\$ 64,000.00	\$ 65,000.00
11	\$ 63,300.00	\$ 64,300.00	\$ 65,300.00
12	\$ 63,600.00	\$ 64,600.00	\$ 65,600.00
13	\$ 63,900.00	\$ 64,900.00	\$ 65,900.00
14	\$ 64,200.00	\$ 65,200.00	\$ 66,200.00
15	\$ 64,500.00	\$ 65,500.00	\$ 66,500.00
16	\$ 64,800.00	\$ 65,800.00	\$ 66,800.00
17	\$ 65,100.00	\$ 66,100.00	\$ 67,100.00
18	\$ 65,400.00	\$ 66,400.00	\$ 67,400.00
19	\$ 65,700.00	\$ 66,700.00	\$ 67,700.00
20	\$ 66,000.00	\$ 67,000.00	\$ 68,000.00
21	\$ 66,300.00	\$ 67,300.00	\$ 68,300.00
22	\$ 66,600.00	\$ 67,600.00	\$ 68,600.00
23	\$ 66,900.00	\$ 67,900.00	\$ 68,900.00
24	\$ 67,200.00	\$ 68,200.00	\$ 69,200.00
25	\$ 67,500.00	\$ 68,500.00	\$ 69,500.00
26	\$ 67,800.00	\$ 68,800.00	\$ 69,800.00
27	\$ 68,100.00	\$ 69,100.00	\$ 70,100.00
28	\$ 68,400.00	\$ 69,400.00	\$ 70,400.00
29	\$ 68,700.00	\$ 69,700.00	\$ 70,700.00
30	\$ 69,000.00	\$ 70,000.00	\$ 71,000.00
31	\$ 69,100.00	\$ 70,100.00	\$ 71,100.00
32	\$ 69,400.00	\$ 70,400.00	\$ 71,400.00
33	\$ 69,700.00	\$ 70,700.00	\$ 71,700.00
34	\$ 70,000.00	\$ 71,000.00	\$ 72,000.00
35	\$ 70,100.00	\$ 71,100.00	\$ 72,100.00

CEDAR HILL ISD

NON-CERTIFIED TEACHER PAY PLAN

Yrs. of Exp.	Bachelor's Degree	HB2	Total
0	\$50,000.00	\$0.00	\$50,000.00
1	\$50,486.00	\$0.00	\$50,486.00
2	\$51,786.00	\$0.00	\$51,786.00
3	\$52,092.00	\$2,500.00	\$54,592.00
4	\$52,412.00	\$2,500.00	\$54,912.00
5	\$52,712.00	\$5,500.00	\$58,212.00
6	\$53,012.00	\$5,500.00	\$58,512.00
7	\$53,412.00	\$5,500.00	\$58,912.00
8	\$53,612.00	\$5,500.00	\$59,112.00
9	\$53,812.00	\$5,500.00	\$59,312.00
10	\$54,012.00	\$5,500.00	\$59,512.00
11	\$54,512.00	\$5,500.00	\$60,012.00
12	\$55,312.00	\$5,500.00	\$60,812.00
13	\$55,612.00	\$5,500.00	\$61,112.00
14	\$55,912.00	\$5,500.00	\$61,412.00
15	\$56,212.00	\$5,500.00	\$61,712.00
16	\$56,812.00	\$5,500.00	\$62,312.00
17	\$57,112.00	\$5,500.00	\$62,612.00
18	\$57,412.00	\$5,500.00	\$62,912.00
19	\$57,712.00	\$5,500.00	\$63,212.00
20	\$58,012.00	\$5,500.00	\$63,512.00
21	\$58,312.00	\$5,500.00	\$63,812.00
22	\$58,612.00	\$5,500.00	\$64,112.00
23	\$58,912.00	\$5,500.00	\$64,412.00
24	\$59,212.00	\$5,500.00	\$64,712.00
25	\$59,512.00	\$5,500.00	\$65,012.00
26	\$59,812.00	\$5,500.00	\$65,312.00
27	\$60,112.00	\$5,500.00	\$65,612.00
28	\$60,412.00	\$5,500.00	\$65,912.00
29	\$60,959.00	\$5,500.00	\$66,459.00
30+	\$61,491.00	\$5,500.00	\$66,991.00

2025-26



LONGEVITY PAY DIFFERENTIAL: TEACHERS, NURSES & LIBRARIANS

Longevity pay differential is awarded to teachers, nurses, and librarians according to the schedule for consecutive years of **completed** service. Eligible employees must be hired by September 30th in order to receive longevity pay. Payments will not be compounded. Longevity pay is a **ONE TIME** payment that will be disbursed **in August**. **Resignation will forfeit payment.**

CEDAR HILL ISD

LONGEVITY PAY DIFFERENTIAL FOR TEACHERS, NURSES, & LIBRARIANS

Yrs of Service	Approved Longevity
5-9	\$350
10-14	\$450
15-19	\$500
20-24	\$550
25-29	\$600
30-34	\$650
35+	\$700
Retirees	

CEDAR HILL ISD

COUNSELOR PAY PLAN

Elementary	Minimum	Midpoint	Maximum
Daily Rate	\$ 297.24	\$ 348.00	\$ 400.00
197	\$ 58,556	\$ 68,556	\$ 78,800

Middle School	Minimum	Midpoint	Maximum
Daily Rate	\$ 305.00	\$ 352.52	\$ 409.02
202	\$ 61,610	\$ 71,209	\$ 82,622

High School	Minimum	Midpoint	Maximum
Daily Rate	\$ 332.31	\$ 369.85	\$ 419.36
202	\$ 67,127	\$ 74,710	\$ 84,711
207	\$ 68,788	\$ 76,559	\$ 86,808
226	\$ 75,102	\$ 83,586	\$ 94,775

CEDAR HILL ISD

ADMINISTRATIVE PAY PLAN

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
AD20			Daily	\$ 307.78	\$ 360.46	\$ 420.29
	Compliance Administrator	207	197 Days	\$ 60,633	\$ 71,011	\$ 82,797
	Assistant Principal, Elementary	207	207 Days	\$ 63,710	\$ 74,615	\$ 87,000
	Executive Director, Education Foundation	197				
AD21			Daily	\$ 324.99	\$375.22	\$436.24
	Assistant Principal, Middle School	207	207 Days	\$ 67,273	\$77,671	\$90,302
	Director, Data Management	226	226 Days	\$ 73,448	\$84,800	\$98,590
AD22			Daily	\$ 330.92	\$ 397.21	\$ 464.74
	Assistant Principal, High School	207	207 Days	\$ 68,500	\$ 82,222	\$ 96,201
	Director, Child Nutrition	226	226 Days	\$ 74,788	\$ 89,769	\$ 105,031
	Director, Custodial Services & Energy Mgmt.	226				
	Director, Fine Arts	226				
	Director, Health Services	226				
	Director, Transportation	226				
AD23			Daily	\$ 361.00	\$ 430.00	\$ 499.00
	Associate Principal, Secondary	226	226 Days	\$ 81,586	\$ 97,180	\$ 112,774
	Director, Family & Community Engagement	226				
	Director, Technology Services	226				
AD24			Daily	\$ 396.25	\$ 450.19	\$504.13
	Principal, Elementary	217	212 Days	\$ 84,005	\$ 95,440	\$106,876
	Principal, STRIVE	212	217 Days	\$ 85,986	\$ 97,691	\$109,396
AD25			Daily	\$ 427.49	\$ 508.92	\$ 590.35
	Executive Director, Innovation	226	226 Days	\$ 96,613	\$ 115,016	\$ 133,419
	Executive Director, Guidance & Counseling	226				
	Executive Director, Student Services	226				
	Executive Director, Teaching and Learning	226				
	Principal, Middle School	226				

CEDAR HILL ISD

ADMINISTRATIVE PAY PLAN (CONTINUED)

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
AD26			Daily	\$ 437.24	\$ 530.03	\$ 622.81
	Executive Director, Communications & Marketing	226	226 Days	\$ 98,816	\$ 119,787	\$ 140,755
	Executive Director, Facilities and Grounds	226				
	Executive Director, Human Resources	226				
	Executive Director, Information Technology	226				
	Executive Director, Special Education	226				
AD27			Daily	\$ 486.73	\$ 582.00	\$ 659.00
	Director, Athletics	226	226 Days	\$ 110,001	\$ 131,532	\$ 148,934
	Principal, High School	226				
AD28			Daily	\$ 575.22	\$ 652.66	\$ 730.09
	Executive Director, School Leadership (2)	226	226 Days	\$ 130,000	\$ 147,500	\$ 165,000
AD29			Daily	\$ 610.62	\$ 714.60	\$ 818.58
	Chief Financial Officer	226	226 Days	\$ 138,000	\$ 161,500	\$ 184,999
	Chief Academic Officer	226				

CEDAR HILL ISD

SUPPORT PROFESSIONAL PAY PLAN

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
SP20			Daily	\$ 239.78	\$ 275.41	\$ 325.07
	Coordinator, Child Nutrition	226	226 Days	\$ 54,192	\$ 62,243	\$ 73,466
	Operations Manager	226				
SP21			Daily	\$ 258.75	\$ 308.41	\$ 358.07
	Accountant	226	226 Days	\$ 58,478	\$ 69,701	\$ 80,924
	Coordinator, Communications & Media Relations	226	260 Days	\$ 67,478	\$ 80,187	\$ 93,098
	Coordinator, Creative Design & Web	226				
	Coordinator, State & Federal Programs	226				
	Coordinator, Transportation Services	226				
	Coordinator, Technology Support	226				
SP22			Daily	\$ 278.00	\$ 325.11	\$ 378.08
	Assistant, Speech and Language Pathologist	187	187 Days	\$ 51,986	\$ 60,796	\$ 70,701
	Manager, Accounts	226	226 Days	\$ 62,828	\$ 73,475	\$ 85,446
	Manager, Payroll & Benefits	226				
	Manager, Purchasing	226				
SP23			Daily	\$ 304.82	\$ 347.10	\$ 418.86
	Specialist, 504	192	192 Days	\$ 58,525.44	\$ 66,643.20	\$ 80,421.12
	Specialist, Behavioral	192				
	Specialist, Dyslexia	192				
	Specialist, Counselor Interventionist	192				
	Specialist, Auditory Impairment	192				
	Specialist, Visual Impairment	192				
	Specialist, Transition	192				

CEDAR HILL ISD

SUPPORT PROFESSIONAL PAY PLAN (CONTINUED)

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
SP24			Daily	\$ 306.98	\$ 372.98	\$ 438.98
	Athletic Coordinator, Girls	197	192 Days	\$ 58,940	\$ 71,612	\$ 84,284
	Coordinator, Instructional (Adapted PE)	197	197 Days	\$ 60,475	\$ 73,477	\$ 86,479
	Coordinator, Life Safety/Security Systems	226	202 Days	\$ 62,010	\$ 75,342	\$ 88,678
	Diagnostician	192	226 Days	\$ 69,377	\$ 84,293	\$ 99,209
	Specialist, Instructional	202				
	Specialist, Literacy (SPED)	202				
	Analyst, Network Software	226				
	Specialist, Testing	226				
SP25			Daily	\$ 323.19	\$ 403.54	\$ 495.86
	Coordinator, Instructional (Academics)	226	192 Days	\$ 62,052	\$ 77,480	\$ 95,205
	Coordinator, Instructional (Special Education)	207	207 Days	\$ 66,901	\$ 83,530	\$ 95,013
	Coordinator, Special Education	226	226 Days	\$ 73,041	\$ 91,200	\$ 112,064
	Speech, Language Pathologist (LSSP)	192				
	Coordinator, Innovation	226				
	Coordinator, Network	226				
	Licensed Specialist, School Psychologist	207				
	Therapist, Occupational/Physical	192				
	Therapist, Orientation and Mobility	192				
	Coordinator, District Testing	226				
Coordinator, Middle School (Grant Funded)	226					
SP26			Daily	\$ 411.00	\$ 493.36	\$ 575.22
	Head Football Coach	226	226 Days	\$ 92,886	\$ 111,499	\$ 130,000

CEDAR HILL ISD

POLICE & SECURITY PAY PLAN

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
PO 1	Crossing Guard (2.5 Hrs. /day)	171	Hourly	\$ 15.00	\$ 16.98	\$ 20.18
			171 Days	\$ 6,412.50	\$ 7,258.95	\$ 8,626.95
PO 2	Security Guard	178	Hourly	\$ 18.00	\$ 20.75	\$ 22.67
			178 Days	\$ 25,632	\$ 29,548	\$ 32,282
PO 3	Police Dispatch (No Experience)	226	Hourly	\$ 18.75	\$ 20.75	\$ 22.75
			226 Days	\$ 33,900	\$ 37,516	\$ 41,132
	Police Dispatch(Experience No Certificate)	226	Hourly	\$ 19.50	\$ 22.75	\$ 25.75
			226 Days	\$ 35,256	\$ 41,132	\$ 46,556
	Police Dispatch (Basic Certification)	226	Hourly	\$ 23.75	\$ 26.75	\$ 29.75
			226 Days	\$ 42,940	\$ 48,364	\$ 53,788
	Police Dispatch (Intermediate Certification)	226	Hourly	\$ 24.50	\$ 27.75	\$ 31.75
			226 Days	\$ 44,296	\$ 50,172	\$ 57,404
	Police Dispatch (Advanced Certification)	226	Hourly	\$ 26.75	\$ 29.00	\$ 33.75
			226 Days	\$ 48,364	\$ 52,432	\$ 61,020
	Police Dispatch (Master Certification)	226	Hourly	\$ 28.75	\$ 31.00	\$ 34.00
			226 Days	\$ 51,980	\$ 56,048	\$ 61,472
PO 4	Security Guard Lead	226	Hourly	\$ 22.00	\$ 25.75	\$ 30.75
			226 Days	\$ 39,776	\$ 46,556	\$ 55,596
PO 5	Police Officer I - Basic	226	Hourly	\$ 29.75	\$ 32.50	\$ 35.00
			226 Days	\$ 53,788	\$ 58,760	\$ 63,280
PO 6	Police Officer II -Intermediate	226	Hourly	\$ 32.75	\$ 35.00	\$ 38.75
			226 Days	\$ 59,212	\$ 63,280	\$ 70,060
PO 7	Police Officer III - Advanced	226	Hourly	\$ 34.75	\$ 37.75	\$ 40.75
			226 Days	\$ 62,828	\$ 68,252	\$ 73,676
PO 8	Police Officer IV - Master	226	Hourly	\$ 36.00	\$ 39.75	\$ 42.00
			226 Days	\$ 65,088	\$ 71,868	\$ 75,936
PO 9	Detective	226	Hourly	\$ 38.75	\$ 42.00	\$ 45.00
			226 Days	\$ 70,060	\$ 75,936	\$ 81,360

CEDAR HILL ISD

POLICE & SECURITY PAY PLAN (CONTINUED)

Pay Grade	Job Title	Calendar		Minimum	Midpoint	Maximum
PO 10	Sergeant	226	Hourly	\$ 36.50	\$ 44.34	\$ 52.17
			226 Days	\$ 65,992	\$ 80,167	\$ 94,323
PO 11	Coordinator, Emergency Operations	260	Hourly	\$ 258.75	\$ 308.41	\$ 358.07
			260 Days	\$ 67,275	\$ 80,167	\$ 93,098
PO 12	Lieutenant	226	Daily	\$ 351.02	\$ 414.08	\$ 477.14
			226 Days	\$ 79,331	\$ 93,582	\$ 107,834
PO 13	Chief	226	Daily	\$ 415.79	\$ 492.12	\$ 568.44
			226 Days	\$ 93,969	\$ 111,218	\$ 128,467

CEDAR HILL ISD

PARAPROFESSIONAL PAY PLAN

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
PARA1			Daily	\$ 120.00	\$ 137.32	\$162.15
	Aide, BAC	187	187 Days	\$ 22,440	\$ 25,679	\$ 30,322
	Aide, Bilingual/ESL	187				
	Aide, Employment & Transition (SpEd)	187				
	Aide, Instructional	187				
	Aide, Montessori	187				
	Aide, Intervention	187				
	Aide, Physical Education	187				
	Aide, PPCD (SpEd)	187				
	Aide, Pre-Kindergarten/Bilingual	187				
	Aide, Restorative (SpEd)	187				
	Aide, Resource & Inclusion (SpEd)	187				
	Aide, SKILL (SpEd)	187				
PARA2			Daily	\$ 127.20	\$ 147.90	\$ 173.25
	Aide, Library	187	187 Days	\$ 23,786	\$ 27,657	\$ 32,398
	Aide, Senior Library	190	190 Days	\$ 24,168	\$ 28,101	\$ 32,918
	Aide, Nurse	190	197 Days	\$ 25,058	\$ 29,136	\$ 34,130
	Clerk, Attendance Elementary	197	226 Days	\$ 28,747	\$ 33,425	\$ 39,155
	Receptionist, Elementary School	197				
	Receptionist, Middle & High School	197				
PARA3			Daily	\$ 132.32	\$ 154.12	\$ 175.00
	Administrative Assistant, High School Assistant Principal	207	197 Days	\$ 26,067	\$ 30,362	\$ 34,475
	Administrative Assistant, High School Counselor	202	202 Days	\$ 26,729	\$ 31,132	\$ 35,350
	Administrative Assistant, Middle School Assistant Principal	207	207 Days	\$ 27,390	\$ 31,903	\$ 36,225
	Clerk, Attendance High School Lead	215	215 Days	\$ 28,449	\$ 33,136	\$ 37,625
	Clerk, Attendance High School	197				
	Clerk, Attendance Middle School	197				
Clerk, Special Education	207					
PARA4			Daily	\$ 134.79	\$ 164.85	\$ 195.00
	Campus Support Technician	197	197 Days	\$ 26,554	\$ 32,475	\$ 38,415
	PEIMS/Registrar, Collegiate High School	226	226 Days	\$ 30,463	\$ 37,256	\$ 44,070
	Receptionist, Administration	226				
Registrar, Enrollment Center	226					

CEDAR HILL ISD

PARAPROFESSIONAL PAY PLAN (CONTINUED)

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
PARA5			Daily	\$ 137.26	\$ 164.35	\$182.32
	Administrative Assistant, Elementary Principal	197	197 Days	\$ 27,040	\$ 32,377	\$ 35,917
	Bookkeeper, High School	226	217 Days	\$ 29,785	\$ 35,664	\$ 39,563
	Clerk, Bilingual	226	226 Days	\$ 31,021	\$ 37,143	\$ 45,878
	Clerk, Medicaid	226				
	Data Specialist, High School	217				
PARA6			Daily	\$ 144.06	\$ 176.78	\$ 199.52
	Administrative Assistant, Middle School Principal	226	226 Days	\$ 32,558	\$ 39,952	\$ 45,092
PARA7			Daily	\$ 155.40	\$ 195.43	\$ 224.24
	Administrative Assistant, Collegiate High School Principal	226	226 Days	\$ 35,120	\$ 44,167	\$ 50,678
	Administrative Assistant, High School Principal	226				
PARA8			Daily	\$ 166.24	\$ 219.07	\$ 258.96
	Administrative Assistant, Director	226	226 Days	\$ 37,570	\$ 49,510	\$ 58,525
	Administrative Assistant, Executive Director	226				
	Administrative Assistant, Police Chief	226				
	Specialist, Accounts Payable & Accounts Receivables	226				
	Specialist, Data Management	226				
PARA9			Daily	\$ 181.36	\$ 246.41	\$ 288.00
	Administrative Assistant, Assistant Superintendent	226	190 Days	\$ 34,458	\$ 46,818	\$ 54,720
	Administrative Assistant, Chief	226	226 Days	\$ 40,987	\$ 55,689	\$ 65,088
	Licensed Vocational Nurse (LVN)	190				
	Truancy Officer	190				
	Accounts Payable Lead	226				
PARA10			Daily	\$ 212.16	\$ 282.62	\$ 326.16
	Executive Assistant to the Superintendent	226	226 Days	\$ 47,948	\$ 63,872	\$ 73,712
	Coordinator, Payroll/Benefits	226				
	Specialist, Human Resources Staffing	226				

CEDAR HILL ISD

AUXILIARY PAY PLAN

Pay Grade	Job Title	Calendars	Minimum	Midpoint	Maximum	
AUX1			Hourly	\$ 15.00	\$ 17.86	\$ 21.64
	Child Nutrition	174	174 Days	\$ 20,880	\$ 24,861	\$ 30,123
	Custodian	260	260 Days	\$ 31,200	\$ 37,149	\$ 45,011
AUX2			Hourly	\$ 15.60	\$ 18.48	\$ 22.80
	Assistant Manager, Child Nutrition	174	174 Days	\$ 21,715	\$ 25,724	\$ 31,738
	Clerk, Mail	226	226 Days	\$ 28,205	\$ 33,412	\$ 41,222
	Custodian, Lead	260	260 Days	\$ 32,448	\$ 38,438	\$ 47,424
	Groundskeeper	260				
	Clerk, Warehouse	260				
	Inventory/Asset Management Specialist	226				
AUX3			Hourly	\$ 16.21	\$ 19.11	\$ 25.34
	Driver, Child Nutrition	181	174 Days	\$ 22,564	\$ 26,601	\$ 35,273
	General Maintenance	260	181 Days	\$ 23,474	\$ 27,672	\$ 36,692
	Manager, Child Nutrition Elementary	174	260 Days	\$ 33,717	\$ 39,749	\$ 52,707
	Driver, Custodial/Warehouse	260				
AUX4			Hourly	\$ 18.67	\$ 22.56	\$ 27.83
	Carpenter	260	174 Days	\$ 25,989	\$ 31,404	\$ 38,739
	Manager, Child Nutrition Secondary	174	260 Days	\$ 38,834	\$ 46,925	\$ 57,886
	Painter	260				
	Plumber, Apprentice	260				
AUX 5			Hourly	\$ 20.98	\$ 24.82	\$ 30.00
	Carpenter, Lead	260	181 Days	\$ 30,379	\$ 35,939	\$ 43,440
	Electrician, Non-Licensed	260	226 Days	\$ 37,931	\$ 44,874	\$ 54,240
	Field Supervisor, Child Nutrition	181	260 Days	\$ 43,638	\$ 51,626	\$ 62,400
	HVAC, Non-Licensed	260				
	Technology Support	260				

CEDAR HILL ISD

AUXILIARY PAY PLAN (CONTINUED)

Pay Grade	Job Title	Calendars	Minimum	Midpoint	Maximum	
AUX6			Hourly	\$ 22.53	\$ 27.13	\$ 32.00
	Foreman, Grounds	260	226 Days	\$ 40,734	\$ 49,051	\$ 57,856
	Specialist, Pest Control	260	260 Days	\$ 46,862	\$ 56,430	\$ 66,560
AUX7			Hourly	\$ 23.28	\$ 29.76	\$ 35.00
	HVAC Licensed	260	260 Days	\$ 48,422	\$ 61,901	\$ 72,800
	Manager, Access	260				
	Manager, Fleet	260				
	Manager, Warehouse	260				
	Plumber, Journeyman	260				
	Custodian, Night Supervisor	260				

CEDAR HILL ISD

TRANSPORTATION PAY PLAN

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
BD1	Bus Monitor-4 hours/day	180	Hourly	\$ 15.00	\$ 16.52	\$ 20.18
			180 Days	\$ 10,800	\$ 11,498	\$ 14,045
BD 2	Bus Driver - 4 hours/day	180	Hourly	\$ 22.00	\$ 26.13	\$ 30.26
			180 Days	\$ 15,840	\$ 18,814	\$ 21,787
	Bus Driver, Stand By - 6 hours/day Dispatcher	180	180 Days	\$ 23,760	\$ 28,220	\$ 32,681
		226	226 Days	\$ 39,776	\$ 47,243	\$ 54,710
BD3	Bus, Mechanic	260	Hourly	\$ 24.00	\$ 28.50	\$ 33.50
			260 Days	\$ 49,920	\$ 59,280	\$ 69,680
	Router	226	226 Days	\$ 43,392	\$ 51,528	\$ 60,568
BD4	Shop Supervisor	260	Hourly	\$ 26.00	\$ 30.88	\$ 35.75
			260 Days	\$ 54,080	\$ 64,230	\$ 74,360

CEDAR HILL ISD

GUEST TEACHER PAY PLAN

Assignment Area		Assignment Description	Rate	
Teacher	Minimum 60 credit hours	1 to 10 days	\$ 90.00	per day
		11 days until completion of assignment	\$ 105.00	per day
Teacher	Degreed	1 to 10 days	\$ 100.00	per day
		11 days until completion of assignment	\$ 110.00	per day
Teacher	Certified	1 to 10 days	\$ 125.00	per day
		11 days until completion of assignment	\$ 135.00	per day
Paraprofessional	Campus Instructional Aide/Clerical Assignment	Central Admin Clerical	\$ 80.00	per day
		Special Education Aide (PPCD, Skills)	\$ 90.00	per day
		Nurse Aide (with training)	\$ 95.00	per day
			\$ 80.00	per day
Nurse/LVN	Registered Nurse	Registered Nurse	\$ 200.00	per day
		LVN	\$ 100.00	per day
Food Service	Food Service Worker (no long term pay)		\$ 8.50	per hour
Custodian			\$ 10.75	per hour
Crossing Guard			\$ 10.00	per hour
Security Guard			\$ 10.00	per hour
Administrator				
	Elementary Principal		\$ 255.00	per day
	Elementary Assistant principal		\$ 155.00	per day
	Middle School Principal		\$ 180.00	per day
	Middle School Assistant Principal		\$ 150.00	per day
	High School Principal		\$ 380.00	per day
	High School Assistant Principal		\$ 205.00	per day
	Principal / Assistant Principal Internal Temporary		Current Daily Rate + 20%	
Counselor	Counselor-Elementary		\$ 140.00	per day
		Counselor-Middle	\$ 165.00	per day
		Counselor-High School	\$ 190.00	per day
Speech Pathologist	Speech Pathologist		\$ 200.00	per day
Diagnostician	Diagnostician		\$ 140.00	per day

NOTE: A guest teacher who accepts a substitute teaching assignment on Monday or Friday will earn an additional \$10.00 on those days only.

Breaks in Service

These higher rates will remain until a break in service occurs. Weekends, school holidays, winter and spring breaks will not affect continuous service. Half day assignments and accepting clerical or classroom assistant assignments will also help establish continuous service.

If a Degreed/Non-Degreed Professional Substitute works four and one-half (4 ½) hours or more, the substitute will qualify for one full day's pay if the job was called in as a full day assignment.

Principal/designee will make the determination. If a Degreed/Non-Degreed Professional Substitute works less than four and one half (4 ½) hours, the substitute will qualify for one-half day's pay (reminder – 30 minute lunch is deducted). Principal/designee will make the determination.

Part-Time/Temporary Rates

Part-Time/Temporary employees will be paid at the minimum hourly rate for the full-time equivalent position's pay range. Variations to this standard as a result of market availability of applicants for a particular position may vary with Human Resources advance review and approval.

Extra Duty or Additional Pay Rates

When an employee's normal job duties extend beyond the normal number of annual days, directly adjacent to the first or last reporting day for the school year, they are paid their normal daily rate for these extra days if the employee is performing the same duties. If the employee performs duties of a different nature, the summer school, part-time, or tutorial rates will apply. Department or campus funds must be appropriately budgeted to pay for these extra duties. The extra duty pay must be reviewed and approved by the Principal/Manager and the Human Resources Department prior to the work being performed. Any requests for extra duty pay must be submitted within one (1) week of the completion of the activity. Extra duty pay will be paid in accordance with the payroll cutoff dates.

Employees may be eligible for non-school day extra duty pay if the following three (3) conditions are met:

1. The employee is responsible for students from CHISD.
2. There is a specific description of duties to be performed as well as what times are allotted to perform these duties.
3. The activity must be one that is required by the district, or
 - The activity is a type of competition among students, or
 - The activity is an approved meeting beyond the school district level (ex: mandatory training per TEA)

Extra duty pay for certified employees who provide direct instructional services to student's above and beyond their normal days and/or hours, depending on the activity: \$30/hour.



Any extra duty events in addition to the examples listed above require prior approval of the Principal/Manager and the Human Resources Department. The activity must be one that is required by the district.

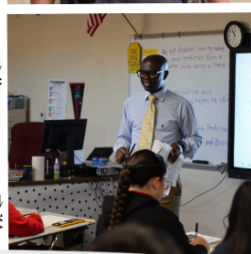
JROTC Instructor Salaries

Definition of Position:

- JROTC instructors are retired officers or NCOs who are employed by the district to administer and staff a JROTC unit at the district pursuant to Title 10, U.S. Code, Section 2031.
- JROTC instructors shall be required to hold and maintain a valid Texas state teaching certification.
- Salary Calculation:
 - Each JROTC instructor's salary shall be in compliance with mandates from Title 10, U.S. Code, Section 2031, of the Defense Departments Active-Duty Finance Tables, and military service regulations, which also includes the JROTC stipend scale.
 - Salary placement will be made on the statewide salary schedule for certificated nonsupervisory employees at the level closest to the amount authorized by Title 10, U.S. Code, Section 2031
- Salary Procedures:
 - JROTC personnel will be paid in the amount which, when added to retirement pay, will equal the amount of his/her active duty pay and allowance.
 - JROTC instructors shall be paid on a monthly basis at the same time as other certified employees.
 - The district shall pay the full amount of JROTC instructor salaries. The district shall be responsible for seeking reimbursement of one-half of the JROTC instructor salary payments.



2025-26



STIPEND HANDBOOK

Supplemental Pay/Stipends

Payment for stipends not described in this section of the handbook must be verified and approved by the Human Resources Department before submitting to Payroll for processing. All unapproved rates submitted will be deleted or adjusted by Payroll and/or the Human Resources Department. Exceptions will require the approval of the Superintendent or designee. All stipends and supplemental pay may be recommended by the Principal/Department manager, however, approval is required through the Human Resources Department and Finance prior to being communicated to the employee.

Stipend related duties/responsibilities should be voluntary and distinctly different from the employee's normal job description and take place outside of the employee's normal duty hours or calendar contract days.

Stipend pay represents remuneration in addition to, but separate from, regular base salary, and includes assignment stipends, educational stipends, coaching stipends, auto and cell phone allowances, and others as identified. Stipend earnings are not guaranteed wages and may be amended or eliminated at any time.



Stipend earnings are not included in individual base salaries quoted by the Human Resources Department. Authorization to pay approved stipend compensation requires permission from the campus Principal/Department manager, prior to actual work being performed.

- It is the responsibility of the campus/department administrator to notify the Human Resources Department of any anticipated extra duties or if there is a change in duties which would make the employee ineligible/eligible to receive stipend earnings (i.e., termination, assignment change, transfer, etc.).
- It is the responsibility of the employee to check their pay statement to ensure they are being adequately compensated for stipend duties. Back payments owed will be retroactively paid at a maximum of two paychecks.

All stipend earnings are subject to the employee and employer's statutory deductions. Any recurring stipend allotted to an active employee will be paid on a prorated basis if the employee does not work the complete duty days for their respective contract. If an employee fails to meet all criteria stipulated in the stipend earnings by the stipend owner, the earnings may be stopped and/or recovered. If a recovery is in order, the employee will be notified of the terms by the Human Resources Department or communicated with them through their supervisor.

Eligibility Criteria

Eligibility for stipend compensation at an approved rate must meet all the following criteria:

- The work has been pre-approved, and authorization to pay the stipend earnings has been secured from the appropriate Principal, Department Head and the Human Resources Department before the actual work begins and communicated to the employee.
- Be a full-time, active employee of Cedar Hill Independent School District.

Ineligible

An employee who is separated from the district is not eligible to accrue additional earnings past his or her effective separation date. A new hire is not eligible to earn stipend pay prior to his or her effective start date. Paraprofessional (Hourly and Non-Exempt) employees are not eligible for stipends or extra duty pay at a stipend rate outside of what has been defined in this handbook.

All other extra duties performed by a paraprofessional (Hourly and Non-Exempt) employee during the year should be processed according to compensatory guidelines. Assignment differentials are allowed; however, annualized lump sum payments are not available to hourly employees. Paraprofessional (Hourly and Non-Exempt) employees may perform defined extra duties at the Paraprofessional (Hourly and Non-Exempt) pay rate when the employee is not on their regular payroll calendar during the summer.

A Substitute is a part-time employee and is not eligible to receive stipend pay.

Stipend Payments, Deductions and Recovery of Funds

All stipends are paid on a 12-month basis – September through August. Stipend work that begins or ends outside the twelve-month schedule is prorated accordingly.

If an employee does not work the complete payroll schedule, then any recurring stipend will be paid on a prorated basis of the actual days worked. If an employee fails to meet all the criteria stipulated the stipend may be prorated, stopped, or recovered. It is the responsibility of the manager and employee to notify the Human Resources Department if they are no longer performing the duties of the role associated with the stipend or if they are not receiving the stipend.

New Stipend Recommendations

Principals or Department Managers must submit requests for new stipends, as well as requests for any stipend amount/allocation changes, in conjunction with the annual budget cycle. Requesters will be notified at the conclusion of the budget process whether the new/updated stipend has been approved for the following school year. This process typically begins in January. The criterion for a new stipend review typically includes:

- Description of the duties associated with the stipend
- Criticality of work being performed
- Equity and cost associated with the implementation of the stipend across the school district
- How many stipend allocations, including justification for the number of allocations
- What positions, campuses, and departments would be eligible to receive the stipend



CEDAR HILL ISD

CTE & SPED STIPENDS

Career & Technology Education (CTE) Stipends	Amount	
Career Technical Education Department Chair (CHHS) (2)	\$ 1,400.00	per school year
Culinary Arts Instructor Event Coordinator	\$ 2,500.00	per school year
Information Technology Sponsor	\$ 2,500.00	per school year
Longhorn TV (2 Stipends)	\$ 2,500.00	per school year

Note: Only one (1) CTE Club stipend per campus. Stipend paid in January.		
	STATE (Each)	National (Each)
BPA (Business Professionals of America) (CHCHS-2,CHHS-3)	\$ 1,250.00	\$ 250.00
DECA (Distributive Education Clubs of America) Cedar Hill High School Sponsor (CHHS)	\$ 1,250.00	\$ 250.00
TAFE (Texas Association of Future Educators-CHHS)	\$ 1,250.00	\$ 250.00
Skills USA Engineering (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Computer Programming (CHHS)	\$ 1,250.00	\$ 250.00
Skills USA Criminal Justice (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Culinary Arts (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Graphic Design (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Internetworking (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Restaurant Service (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Robotics and Automation Technology (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Web Design (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Welding (CHHS)	\$ 1,250.00	\$ 250.00
HOSA (3 Future Health Professionals-CHHS)	\$ 1,250.00	\$ 250.00
Note: Local and Regional Stipends will be paid in January. State and National stipends will be paid in June (CTSO stipends funded through Carl D. Perkins Grant).		

Special Education Stipends	Amount	
Dyslexia Evaluation Specialist	\$ 1,125.00	per school year
Lead Speech Language Pathologist	\$ 1,875.00	per school year
Lead Diagnostician	\$ 1,875.00	per school year
Behavior Support Teacher	\$ 1,500.00	per school year
Self-Contained Teacher	\$ 3,000.00	per school year
Special Olympics Coach (per sport, per season, per semester and practice outside of instructional day)	\$ 650.00	per school year
Bilingual Speech Therapist	\$ 4,000.00	per school year
Bilingual Diagnostician Evaluator	\$ 4,000.00	per school year
Certificate of Clinical Competence (Speech Pathology)	\$ 2,000.00	per school year

CEDAR HILL ISD

ACADEMIC, DUAL CREDIT, & GRANT FUNDED STIPENDS

Academic UIL Stipends		Amount	
Elementary School	\$	225.00	per team per school year
Middle School (1st event)	\$	375.00	per team per school year
Middle School (2nd event)	\$	187.50	per team per school year
High School	\$	562.50	per team per school year
Collegiate High School	\$	562.50	per team per school year
High School (Lead)	\$	375.00	per team per school year
High School (Assistant)	\$	187.50	per school year
<p>Note: UIL Stipends are based on fulfilling the UIL Academic coaching criteria and are paid in one payment at the end of the year. When teams are combined the campus with the greater number of students will be the "Lead."</p>			

Academic Stipends		Amount	
Grow Your Own Professional Development Coordinator	\$	3,000.00	per school year
Lead Librarian	\$	1,875.00	per school year
Math	\$	4,000.00	per school year
Science	\$	4,000.00	per school year
NEWSela grant ELAR & Social Studies Stipend	\$	1,000.00	per school year
Foreign Language (i.e. Bilingual, French, Spanish, etc.)	\$	4,000.00	per school year
Campus Translator/Interpreter (1 per campus)	Low Need	\$ 500.00	per school year
	Moderate Need	\$ 1,000.00	per school year
	High Need	\$ 1,500.00	per school year
<p>Note: Stipend paid for secondary math and science subjects for which students earn graduation credit (pro-rated for teaching three or fewer for credit classes).</p>			

Dual Credit Teachers Stipends: Cedar Valley & El Centro		Amount	
Teaching at least 16 students per semester per class section for each course*	\$	848.00	maximum
Less than 16 students per class section for each course*	\$	53.00	per student
4 hour course (including lab)*	\$	282.00	additional
<p>Note: Contingent upon final state funding approval.</p>			

Grant Funded Stipends		Amount	
Mentor Teacher**	\$	750.00	per school year
<p>**Stipends are paid 1/2 in December and 1/2 in May. *Stipends are paid at the end of the school year. Note: All grant funded stipends are contingent upon receipt of grant funds.</p>			

CEDAR HILL ISD

ELEMENTARY/MIDDLE/HIGH & LPAC STIPENDS

Elementary School Stipends		Amount	
Team Leader		\$ 300.00	per school year
Sponsor, Yearbook		\$ 375.00	per school year
Sponsor, Robotics		\$ 250.00	per school year
Middle School Stipends		Amount	
Department Chair		\$ 750.00	per school year
Sponsor, Cheerleader		\$ 1,125.00	per school year
Sponsor, National Honor Society		\$ 225.00	per school year
Sponsor, Student Council		\$ 450.00	per school year
Sponsor, Yearbook		\$ 475.00	per school year
Sponsor, Robotics		\$ 350.00	per school year
High School Stipends		Amount	
Department Chair		\$ 1,000.00	per school year
Cheerleader, Varsity/Head		\$ 4,125.00	per school year
Cheerleader, Junior Varsity Assistant		\$ 1,500.00	per school year
Drill Team, High School Head		\$ 4,125.00	per school year
Sponsor, Debate		\$ 1,500.00	per school year
Sponsor, Freshman Class (Collegiate)		\$ 187.50	per school year
Sponsor, Junior Class (Collegiate)		\$ 187.50	per school year
Sponsor, National Honor Society		\$ 375.00	per school year
Sponsor, Robotics		\$ 450.00	per school year
Sponsor, Senior Class (High School-up to 3 sponsors)		\$ 562.50	per school year
Sponsor, Senior Class (Collegiate)		\$ 200.00	per school year
Sponsor, Sophomore Class (Collegiate)		\$ 187.50	per school year
Sponsor, Student Council (High School-up to 2 sponsors)		\$ 900.00	per school year
Sponsor, Student Council (Collegiate)		\$ 562.50	per school year
Sponsor, Yearbook (Collegiate High School)		\$ 450.00	per school year
Sponsor, Yearbook (High School)		\$ 1,125.00	per school year
LPAC Stipends		Amount	
Number of Students Served			
All K-12 Campuses	0-75	\$ 375.00	per school year
	76-150	\$ 750.00	per school year
	151-225	\$ 1,125.00	per school year
Spanish Translations		\$ 18.00	per page
Note: All stipends are annualized over 12 months in accordance with the employee's pay contract.			

CEDAR HILL ISD

FINE ARTS STIPENDS

Fine Arts Stipends	Amount	
Band, High School Head	\$ 9,750.00	per school year
Band, High School Assistant	\$ 6,375.00	per school year
Band, Middle School Head	\$ 6,000.00	per school year
Band, Middle School Assistant	\$ 4,500.00	per school year
Band, Colorguard High School Head	\$ 4,125.00	per school year
Cheerleader, Varsity Head	\$ 4,125.00	per school year
Cheerleader, JV Assistant	\$ 1,500.00	per school year
Choir, High School Head	\$ 7,000.00	per school year
Choir, High School Assistant	\$ 3,300.00	per school year
Choir, Middle School	\$ 2,250.00	per school year
Orchestra, Middle School	\$ 3,750.00	per school year
Dance, Drill Team High School Head	\$ 4,125.00	per school year
Dance, Drill Team Assistant	\$ 1,500.00	per school year
Fine Arts Coordinator (Elementary)	\$ 4,000.00	per school year
Fine Arts Coordinator (Secondary)	\$ 4,000.00	per school year
Orchestra, High School Head	\$ 9,750.00	per school year
Step Team, High School	\$ 4,125.00	per school year
Theatre Arts, High School Department Head	\$ 4,500.00	per school year
Theater Arts, High School Assistant	\$ 1,800.00	per school year
Theater Arts, Middle School	\$ 1,125.00	per school year

Note: All Fine Arts stipends are paid over 12 months

Other Department Stipends	Amount	
Webmaster (Elementary PK-5)**	\$ 500.00	per school year
Webmaster (Secondary 6-12)**	\$ 700.00	per school year
Webmaster (Athletics)**	\$ 700.00	per school year
Automated Defibrillator (AED) Trainer**	\$ 1,125.00	per school year
Certified Academic Language Therapist (Dyslexia)	\$ 1,000.00	per school year

**Note: Stipends are paid 50% in December and 50% in May.

CEDAR HILL ISD

ATHLETIC STIPENDS

Coach Stipends		
High School Campus (Head Coach)		Annual
Baseball	\$	7,250.00
Basketball	\$	11,000.00
Cross Country	\$	3,500.00
Powerlifting	\$	3,000.00
Soccer	\$	7,250.00
Softball	\$	7,250.00
Swimming	\$	5,500.00
Tennis	\$	7,000.00
Track	\$	7,250.00
Volleyball	\$	7,250.00
Varsity Assistants		Annual
Baseball	\$	4,000.00
Basketball	\$	4,000.00
Softball	\$	4,000.00
Soccer	\$	4,000.00
Volleyball	\$	4,000.00
Assistant Coaches	Annual	
Sport	Junior Varsity	Ninth Grade
Any 3rd sport (if approved & after school only)	\$ 1,125.00	N/A
Baseball	\$ 3,000.00	
Basketball	\$ 3,000.00	\$ 3,000.00
Cross Country	\$ 2,000.00	
Football	\$ 5,750.00	\$ 3,750.00
Powerlifting	\$ 2,000.00	
Soccer	\$ 3,000.00	
Softball	\$ 3,000.00	
Swimming (\$1,875.00 per semester)	\$ 3,750.00	
Tennis (\$1,875.00 per semester)	\$ 3,750.00	
Track	\$ 3,000.00	\$ 3,000.00
Volleyball	\$ 3,000.00	\$ 3,000.00
Middle School Campus (Most middle school coaches have 3 assignments)		Annual
Football		\$ 2,500.00
1st assignment		\$ 2,000.00
2nd assignment		\$ 1,500.00
3rd assignment		\$ 1,250.00
Tennis (per middle school)		\$ 1,125.00
Middle School Athletic Coordinator (Girls/Boys)		\$ 2,500.00

CEDAR HILL ISD

ATHLETIC STIPENDS (CONTINUED)

Assistant Coaches		Annual
Other Athletic Assignments		Annual
Academic Advisor	\$	1,250.00
Athletic Trainer, Assistant- Middle School	\$	9,500.00
Athletic Trainer, CHHS	\$	12,500.00
Football - Defensive Coordinator	\$	9,000.00
Football - Head Assistant Coach	\$	9,500.00
Football - Offensive Coordinator	\$	9,000.00
Game Administrators (Head Coaches)	\$	1,500.00
Recruitment Coordinator (may be considered 3rd sport)	\$	1,250.00

NOTE: To receive a stipend all individuals with coaching responsibilities must be recorded in Skyward with students assigned or listed in Skyward as an alternate during assigned coaching period(s).

CEDAR HILL ISD

OTHER DEPARTMENT STIPENDS

Other Salary Stipends			
Assignment Area	Assignment Description	Amount	
Athletics	Summer Training (High School)	\$ 25.00	per hour
Athletic Events			
	Gate Worker/Ticket Sales/Security Screener		
	Exempt district employee	\$ 20.00	per hour
	Nonexempt district employee	\$ 12.00	per hour
	Sports Announcer (Non-District employee)	\$ 20.00	per hour
Athletics (Bus Driver)	Nonexempt district employee (outside of sport)	\$ 22.00	per hour
	Team Coach	\$ 50.00	per trip
Homebound/PRS	Teacher	\$ 30.00	per hour
In-Home Training	Teacher	\$ 30.00	per hour
	Paraprofessional	\$ 15.00	per hour
Performing Arts Center	Related Services	\$ 25.00	per hour
Supplemental/Extra Duty	Teacher	\$ 30.00	per hour
	Student Worker	\$ 15.00	per hour
	Tutor (Non-Certified)	\$ 20.00	per hour
	Tutor (Certified)	\$ 30.00	per hour
	Technology/Technical	\$ 13.50	per hour
	College Intern	\$ 15.00	per hour
Campus Technology Liaison	Technology/Technical	\$ 750.00	per year

Summer School Salary (Non-Duty Days)			
Assignment Area		Amount	
Certified Teacher/Professional		\$ 30.00	per hour
Summer School Principal		\$ 2,500.00	stipend
Instructional Coach		\$ 1,500.00	stipend
Paraprofessional		\$ 22.50	per hour
LVN		\$ 20.00	per hour
Nurse		\$ 30.00	per hour
Security Guard		\$ 15.00	per hour

CEDAR HILL ISD

PERFORMANCE PAY: TEACHER INCENTIVE ALLOTMENT (TIA)

For any funds received by Cedar Hill ISD for a designated teacher under the Teacher Incentive Allotment (TIA), 90% percent will be paid to the designated teacher and (10%) is withheld for the employer portion of the payroll taxes and administrative expenses. Should the district receive funding for a designated teacher who has resigned or retired, the district will forward payment to the resigned or retired teacher as soon as practicable.

- TIA Designated Teachers: 90% of funds.
- Employer portion of payroll taxes and administrative expenses: 10% of funds.

TIA compensation stipends will be eligible for use when calculating retirement benefits for TRS-eligible staff. Employees are responsible for paying both the employee and employer benefits and tax costs over what TIA funding covers. Actual TIA compensation amounts distributed will include deductions for federal income tax, Medicare tax, and TRS contributions as part of an employee's annual wages reported to the state and federal governments and the Teacher Retirement System (TRS).

Eligibility

Teachers with TIA Designation (90% of funds)

- PEIMS coded 087.
- Receive salary compensation for a minimum of 90 full-time days in the school year or 180 days at half-time in the school year.
- Hold a TEA standard, professional, provisional or one-year certificate.

Employees at Multiple Campuses

- Will be eligible for a percentage comparable to the time serving at the designated campus.
- Receive salary compensation for a minimum of 90 full-time days in the school year or 180 days at half-time in the school year.

Part-time Staff

- Will be eligible for a percentage comparable to the percentage of time serving at the designated campus.
- Receive salary compensation for a minimum of 180 days at half-time in the school year.

Definitions

TIA Designated Teacher

- Holds a valid TEA standard, provisional or one-year certificate.
- Identified by PEIMS code 087.
- Receives salary compensation for a minimum of 90 days @ 100% or 180 days at 50-99%.
- A combination of teacher performance and student achievement meets the minimum requirements as outlined in the plan.
- Designation verified by Texas Tech University based on an analysis of the district data.

Teachers at the Campus of a TIA Designated Teacher

- Identified by PEIMS code 087.
- Receives salary compensation for a minimum of 90 days @ 100% or 180 days at 50-99%.

Compensation Payout

- All compensation to be included in the last paycheck of the fiscal year.

Cedar Hill ISD Cohort D

Eligible Grade and Subjects

- Math - Kindergarten through 12th grade.
- Reading - Kindergarten through 12th grade.
- Science - 3rd through 8th grade.

Timeline and Payout Schedule

- 2023-2024 - Data collection year. The district collects student and teacher performance data to identify potential designations.
- Data files and potential designations are submitted to Texas Tech University for a review of data validity and reliability (November 1, 2024).
- Final notification of data validity and reliability, including the potential approval of TIA Designations (Spring 2023).
- Initial Payout of TIA Funds to identified designees (Summer 2025).

CEDAR HILL ISD

BUS DRIVER ATTENDANCE INCENTIVE PROGRAM

To encourage and reward good staff attendance, Cedar Hill ISD offers a Bus Driver Attendance Incentive Program. This program recognizes and rewards employees who practice good attendance habits.

All full-time bus drivers and bus monitors are eligible to participate in the district's attendance incentive program.

- Employees who miss zero days throughout the school year will have the opportunity to earn up to \$900 in scheduled payouts.

Calendar Opportunity	Number of Days Absent	Financial Incentive
August - October	0 Days	\$300
	½ Day	\$100
	1 Full Day	\$50
November - December	0 Days	\$150
	½ Day	\$75
	1 Full Day	\$50
January - February	0 Days	\$150
	½ Day	\$75
	1 Full Day	\$50
March - May	0 Days	\$300
	½ Day	\$100
	1 Full Day	\$50

The following types of leave do not count as an absence under this program:

- Emergency school closure;
- Individual confirmed cases of pandemic illnesses (*COVID has been declared an endemic as defined by the Center for Disease Control (CDC);
- Jury duty;
- Staff development approved by the principal;
- School UIL activity;
- Military leave (15 days or less); and
- Religious Holy day

Note: Awards will be paid the next check cycle following the award announcement. The net check will be the full awarded amount after all applicable taxes have been withheld.



COMPENSATION PLAN

2025-2026

HB2



Teacher Pay Increase
Support Staff Pay Increase
\$55 Increase to the Basic Allotment
Increase for Fixed Costs
Increase in the School Safety Allotment
SB 4 & 23-Homestead Exemption Increases



Teacher Retention Allotment

3-4 years experience
\$2,500

5 or more years experience
\$5,000



Support Staff Retention Allotment

\$45 per Adjusted ADA
\$215,810

Salary increases for
non-administrative staff



2025-2026 Budget

25-26 Approved Budget	
Revenue	\$ 66,368,282
Expenditures	\$ (72,886,119)
Surplus/(Deficit)	\$ (6,517,837)

25-26 Projected Budget HB2	
Revenue	\$ 66,368,282
HB2 Revenue	\$ 2,983,855
Expenditures	\$ (72,886,119)
Teacher Retention Allotment (TRA)	\$ (1,212,000)
TRA District Cost	\$ (36,360)
Support Staff Retention Allotment	\$ (215,810)
Surplus/(Deficit)	\$ (4,998,152)



Support Staff Retention Allotment



Eligible Staff

Teachers 0-2 years experience

School Counselors

Librarians

School Nurses

Instructional Aides

Custodial Staff

Food Services Staff

Bus Drivers

Administrative Assistants

Other Professional Support Staff



Non-Eligible Staff

Superintendent

Chiefs, Executive Directors,

Directors, Principals,

Assistant Principals



Support Staff Retention Allotment Options

\$215,810 Estimated Allotment

0-2 Teachers (15 employees)		Auxiliary, Paraprofessional (Instructional, Support, Clerical), Professional (Certified, No Contract, Non Certified) (398 employees)			
		1%	1.50%	2%	\$500
0 Year	\$500				
1 Year	\$1,000				
2 Year	\$1,500				
Cost		\$149,885	\$228,397	\$309,332	\$203,378
0-2 Year Teachers		\$20,500	\$20,500	\$20,500	\$8,000
Total		\$170,385	\$248,897	\$329,832	\$211,378
State Funded		\$215,810	\$215,810	\$215,810	\$215,810
Local Funded		\$0	\$33,087	\$114,022	\$0



2025-2026 Compensation Plan Update



THANK YOU

QUESTIONS?



VII. ACTION ITEMS

VII.A. Consider Approval of Cedar Hill High School Principal

**Cedar Hill Independent School District
BOARD OF TRUSTEES**

Meeting Date: July 21, 2025

Presented by: Dr. Maria Gamell, Superintendent of Schools

Subject: Cedar Hill High School Principal

Action

BACKGROUND INFORMATION:

Administration seeks to fill the position of the Principal at Cedar Hill High School with the Superintendent's recommendation.

RECOMMENDATION:

N/A

BOARD ACTION REQUIRED:

Motion to approve **the Superintendent's recommendation** for the position of Principal at Cedar Hill High School for the Cedar Hill Independent School District.

POLICY AUTHORIZATION:

DC (Local) Employment Practices
DFE (Local) Termination of Contract: Resignation
DCD (Local) Employment Practices: At-Will Employment

CONTACT PERSON:

Ms. Judith Aguilar, Executive Director of Human Resources

FUNDING SOURCE:

199 General Fund

ENCLOSURES:

Under separate cover.

VII.B. Consider Approval of the Chief Academic Officer (previously the Assistant Superintendent of Curriculum and Instruction)

**Cedar Hill Independent School District
BOARD OF TRUSTEES**

Meeting Date: July 21, 2025
Presented by: Dr. Maria Gamell, Superintendent of Schools
Subject: Chief Academic Officer

Action

BACKGROUND INFORMATION:

Administration seeks to fill the position of the Chief Academic Officer with the Superintendent's recommendation.

RECOMMENDATION:

N/A

BOARD ACTION REQUIRED:

Motion to approve **the Superintendent's recommendation** for the position of Chief Academic Officer for the Cedar Hill Independent School District.

POLICY AUTHORIZATION:

DC (Local) Employment Practices
DFE (Local) Termination of Contract: Resignation
DCD (Local) Employment Practices: At-Will Employment

CONTACT PERSON:

Ms. Judith Aguilar, Executive Director of Human Resources

FUNDING SOURCE:

199 General Fund

ENCLOSURES:

Under separate cover.

VII.C. 2025-2026 CHISD Proposed School Minutes

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: July 21, 2025

Presented by: Dr. Maria Gamell, Superintendent of Schools

Subject: 2025-2026 CHISD Proposed School Minutes

Action

BOARD GOAL:

- Increase the percentage of scholars graduating college career and military ready
- Increase the percentage of 3rd grade (all students) scholars reading at/or above grade level
- Increase the percentage of Algebra I scholars scoring Meets or above
- Increase the percentage of scholars participating in extra-curricular or co-curricular activities

BACKGROUND INFORMATION:

The 84th Legislature amended Texas Education Code, §25.081 by striking language requiring 180 days of instruction and replacing this language with a requirement that districts provide at least 75,600 minutes of instruction, including intermissions and recess. The 2025-2026 board approved calendar complies with this requirement.

HB 2610 also allows school districts to add minutes as necessary to compensate for minutes of instruction lost due to school closures caused by disaster, flood, extreme weather conditions, fuel curtailment, or another calamity.

Historically, school make-up days due to bad weather have proven to impact our daily attendance rate.

RECOMMENDATION:

Approve 10 additional minutes effective 2025-2026 fiscal year.

BOARD ACTION REQUIRED:

Vote

POLICY AUTHORIZATION:

None

CONTACT PERSON:

Dr. Cherron Montgomery, Executive Director of Teaching and Learning

FUNDING SOURCE:

None

ENCLOSURES:

[2025-2026 School Minutes Presentation](#)



2025-2026
CHISD ACADEMIC
Proposed School Minutes

Dr. Cherron Montgomery
Executive Director of Teaching & Learning

Agenda

Proposed Minute Adjustment

EDUCATE.
EMPOWER.
INSPIRE.



PROPOSED SCHOOL MINUTES

APPROVED 170 DAY CALENDAR

State Requirement 168 @450 min=75,600min	Current	+ 5 minutes	+ 10 minutes
Elementary	8:05-3:35	8:10-3:45	8:15-3:55
Middle	8:45-4:15	8:50-4:25	8:55-4:35
High	7:25-2:55	7:25-3:00	7:25-3:05
Total min per day	450 min a day	455 min a day	460 min a day
Total min per year	76,500	77,350	78,200



INCREASED MINUTES IMPACT ON 25-26 APPROVED CALENDAR (170 DAY)

Add 10 min = 460

78,200min = 173 days (5)*

*Currently we have an extra 900 minutes (2). The increase will add an additional 3 days for a total of 5. Based on the state requirement of 168 days at 450 min.



Current min= 450

76,500min = 170 days (2)



COMMUNITY COMMUNICATION

- Transportation
- Teachers
 - TEC Code | Keep Chapter 21 Contract
- Academic Instructional Minutes
- Campus Master Calendars
- Community Communication Campaign
 - Rationale-Benefits-New Start /End Times





VII.D. 2025-2026 Student Code of Conduct

**Cedar Hill Independent School District
BOARD OF TRUSTEES**

Meeting Date: July 21, 2025

Presented by: Dr. Maria Gamell, Superintendent of Schools

Subject: Consider Approval of the 2025-2026 Student Code of Conduct

Action

BACKGROUND INFORMATION:

In accordance with FO (Legal and Local), the Board must approve a Student Code of Conduct and make it available at each campus and on the district's website. The district utilizes the model Student Code of Conduct developed by TASB in order to ensure the district's Code of Conduct is fully aligned with legal requirements. The 2025-2026 Student Code of Conduct has been revised to align with legal changes that resulted from the legislative session and has been reviewed by administration.

RECOMMENDATION:

Approve the adoption of the 2025-2026 Student Code of Conduct

BOARD ACTION REQUIRED:

Motion to approve of the Student Code of Conduct for 2025-2026 school year.

POLICY AUTHORIZATION:

YES

CONTACT PERSON:

Dr. Norbert Whitaker, Executive Director of Student Services

FUNDING SOURCE: None

FUNDING SOURCE: None

DRAFT

ACKNOWLEDGMENT

Student Code of Conduct

Dear Student and Parent:

As required by state law, the Board of Trustees has officially adopted the Student Code of Conduct in order to promote a safe and orderly learning environment for every student.

We urge you to read this publication thoroughly and to discuss it with your family. If you have any questions about the required conduct and consequences for misconduct, we encourage you to ask for an explanation from the student's teacher or appropriate campus administrator.

Thank you,

Dr. Norbert Whitaker
Executive Director of Student Services

Student Code of Conduct

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Student Code of Conduct

Accessibility

If you have difficulty accessing the information in this document because of disability, please contact Norbert Whitaker, Executive Director of Student Services at norbert.whitaker@chisd.net or call at 972-291-1581.

Purpose

The Student Code of Conduct (“Code of Conduct”), as required by Chapter 37 of the Texas Education Code, provides methods and options for managing student behavior, preventing and intervening in student discipline problems, and imposing discipline.

The law requires the district to define misconduct that may—or must—result in a range of specific disciplinary consequences, including removal from a regular classroom or campus, out-of-school suspension, placement in a disciplinary alternative education program (STRIVE (DAEP)), placement in a juvenile justice alternative education program (JJAEP), or expulsion from school.

This Student Code of Conduct has been adopted by the Cedar Hill Independent School District board of trustees and developed with the advice of the district-level planning and decision-making committee. It provides information to parents and students regarding standards of conduct, consequences of misconduct, and procedures for administering discipline. This Code of Conduct remains in effect during summer school and at all school-related events and activities outside the school year until the board adopts an updated version for the next school year.

In accordance with state law, the Code of Conduct shall be posted at each school campus or shall be available for review at the campus principal’s office. Additionally, the Code of Conduct shall be available at the campus behavior coordinator’s office and posted on the district’s website. Parents shall be notified of any conduct violation that may result in a student being suspended, placed in a STRIVE (DAEP) or JJAEP, expelled, or taken into custody by a law enforcement officer under Chapter 37 of the Education Code.

Because the Code of Conduct is adopted by the district’s board of trustees, it has the force of policy. In the event of a conflict between the Code of Conduct and the Student Handbook, the Code of Conduct shall prevail.

Please note: The discipline of students with disabilities who are eligible for services under federal law (Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973) is subject to the provisions of those laws.

School District Authority and Jurisdiction

School rules and the district's authority to administer discipline apply whenever the interest of the district is involved, on or off school grounds, in conjunction with or independent of classes and school-sponsored activities.

The district has disciplinary authority over a student:

1. During the regular school day;
2. While the student is traveling on district transportation;
3. During lunch periods in which a student is allowed to leave campus;
4. At any school-related activity, regardless of time or location;
5. For any school-related misconduct, regardless of time or location;
6. When retaliation against a school employee, board member, or volunteer occurs or is threatened, regardless of time or location;
7. When a student engages in cyberbullying, as defined by [Education Code 37.0832](#);
8. When criminal mischief is committed on or off school property or at a school-related event;
9. For certain offenses committed within 300 feet of school property as measured from any point on the school's real property boundary line;
10. For certain offenses committed while on school property or while attending a school-sponsored or school-related activity of another district in Texas;
11. When the student commits a felony, as provided by [Education Code 37.006, 37.007, or 37.0081](#); and
12. When the student is required to register as a sex offender.

Campus Behavior Coordinator

As required by law, a single person at each campus must be designated to serve as the campus behavior coordinator (CBC). The designated person may be the principal, or any other campus administrator selected by the principal. Additional staff members may assist the CBC in the performance of the CBC's duties, provided that the CBC personally verifies that all aspects of Chapter 37, Subchapter A are appropriately implemented. The CBC is primarily responsible for maintaining student discipline. The CBC shall monitor disciplinary referrals and report the following behavior to the campus's threat assessment and safe and supportive school team:

- Conduct that contains the elements of the offense of terroristic threat under Penal Code 22.07;
- Conduct that contains the elements of the offense of unlawfully carrying weapons under Penal Code 46.02;
- Conduct that contains the elements of the offense of exhibiting, using, or threatening to exhibit or use a firearm under Education Code 37.125; and

- Any concerning student behaviors or behavioral trends that may pose a serious risk of violence to the student or others.

The district shall post on its website and in the Student Handbook, for each campus, the email address and telephone number of the person serving as CBC. Contact information may be found at www.chisd.net and in the families tab on the district's website.

Threat Assessment and Safe and Supportive School Team

The CBC or other appropriate administrator will work closely with the campus threat assessment and safe and supportive school team to implement the district's threat assessment policy and procedures, as required by law, and shall take appropriate disciplinary action in accordance with the Code of Conduct.

Searches

District officials may conduct searches of students, their belongings, and their vehicles in accordance with state and federal law and district policy. Searches of students shall be conducted in a reasonable and nondiscriminatory manner. Refer to the district's policies at FNF(LEGAL) and FNF(LOCAL) for more information regarding investigations and searches.

The district has the right to search a vehicle driven to school by a student and parked on school property whenever there is reasonable suspicion to believe it contains articles or materials prohibited by the district.

Desks, lockers, district-provided technology, and similar items are the property of the district and are provided for student use as a matter of convenience. District property is subject to search or inspection at any time without notice.

Reporting Crimes

The principal or CBC and other school administrators as appropriate shall report crimes as required by law and shall call local law enforcement when an administrator suspects that a crime has been committed on campus.

Security Personnel

The board utilizes police officers, school resource officers (SROs), **and/or** security personnel to ensure the security and protection of students, staff, and property. In accordance with law, the board has coordinated with the campus behavior coordinator and other district employees to ensure appropriate law enforcement duties are assigned to security staff. The law enforcement duties of district peace officers are listed in policy CKE(LOCAL). The law enforcement duties of the District's Police Department and the Security Personnel are: <https://www.chisd.net/Page/97>.

How CHISD Police Department serves you:

- Assisting campus administrators in providing safe and secure campuses
- Enforcing all laws, including Board Rules & Regulations, municipal ordinances, county

- ordinances, and state laws within the territorial boundaries of the District, when it affects
- the safety and welfare of the students, employees and/or District property
- Maintain direction and control of the school crossing guard program
- Enforcing school zone traffic laws, when reduced school zone speed limits are in effect
- Cedar Hill ISD police officers have the primary responsibility for law enforcement on all property owned, leased, or rented by the District. When Cedar Hill ISD police officers are working with officers of the Cedar Hill Police Department, the jurisdiction of the Cedar Hill ISD police officers also includes all territories within the jurisdiction of the City of Cedar Hill police officers.
- Dispatch Number: 469-272-2088

“Parent” Defined

Throughout the Code of Conduct and related discipline policies, the term “parent” includes a parent, legal guardian, or other person having lawful control of the child.

Participating in Graduation Activities

The district has the right to limit a student’s participation in graduation activities for violating the district’s Code of Conduct.

Participation might include a speaking role, as established by district policy and procedures.

Students eligible to give the opening and closing remarks at graduation shall be notified by the campus principal. Notwithstanding any other eligibility requirements, in order to be considered eligible, a student shall not have engaged in any misconduct that resulted in an out-of-school suspension, removal to STRIVE, or expulsion during the semester immediately preceding graduation.

The valedictorian and salutatorian may also have speaking roles at graduation. No student shall be eligible to have such a speaking role if he or she engaged in any misconduct that resulted in an out-of-school suspension, removal to STRIVE, or expulsion during the semester immediately preceding graduation.

Unauthorized Persons

In accordance with Education Code 37.105, a school administrator, (SRO), or district police officer shall have the authority to refuse entry to or eject a person from district property if the person refuses to leave peaceably on request and:

1. The person poses a substantial risk of harm to any person; or
2. The person behaves in a manner that is inappropriate for a school setting and persists in the behavior after being given a verbal warning that the behavior is inappropriate and may result in refusal of entry or ejection.
3. In the event a scholar invites an unauthorized person to campus.

Appeals regarding refusal of entry or ejection from district property may be filed in accordance with policies FNG(LOCAL) or GF(LOCAL), as appropriate. However, the timelines for the district’s grievance procedures shall be adjusted as necessary to permit

the person to address the board in person within 90 calendar days, unless the complaint is resolved before a board hearing.

See **STRIVE—Restrictions During Placement** on page 32 for information regarding a student assigned to STRIVE at the time of graduation.

Standards for Student Conduct

Each student is expected to:

- Demonstrate courtesy, even when others do not.
- Behave in a responsible manner.
- Exercise self-discipline.
- Attend all classes regularly and on time.
- Bring appropriate materials and assignments to class.
- Meet district and campus standards of grooming and dress.
- Obey all campus and classroom rules.
- Respect the rights and privileges of students, teachers, and other district staff and volunteers.
- Respect the property of others, including district property and facilities.
- Cooperate with and assist the school staff in maintaining safety, order, and discipline.
- Adhere to the requirements of the Code of Conduct.

General Conduct Violations

The categories of conduct below are prohibited at school, in vehicles owned or operated by the district, and at all school-related activities, but the list does not include the most severe offenses. In the subsequent sections on **Out-of-School Suspension** on page 25, **STRIVE Placement** on page 27, **Placement and/or Expulsion for Certain Offenses** on page 26, and **Expulsion** on page 36, those offenses that require or permit specific consequences are listed. Any offense, however, may be severe enough to result in **Removal from the Regular Educational Setting** as detailed on page 22.

Disregard for Authority

Students shall not:

- Fail to comply with directives given by school personnel.
- Leave school grounds or school-sponsored events without permission.
- Disobey rules for conduct in district vehicles.
- Refuse to accept discipline or consequence assigned by a teacher or principal.

Mistreatment of Others

Students shall not:

- Use profanity or vulgar language or make obscene gestures.
- Fight or scuffle. (For assault, see **STRIVE—Placement and/or Expulsion for Certain Offenses** on page 27.)
- Threaten a district student, employee, or volunteer, including off school property if the conduct causes a substantial disruption to the educational environment.
- Engage in bullying, cyberbullying, harassment, or making hit lists. (See **glossary** for all four terms.)
- Release or threaten to release intimate visual material of a minor or a student who is 18 years of age or older without the student's consent.
- Engage in sexual or gender-based harassment or sexual abuse, whether by word, gesture, or any other conduct directed toward another person, including a district student, employee, board member, or volunteer.
- Engage in conduct that constitutes dating violence. (See **glossary**.)
- Engage in inappropriate or indecent exposure of private body parts.
- Participate in hazing. (See **glossary**.)
- Coerce an individual to act through the use or threat of force.
- Commit extortion or blackmail.
- Engage in inappropriate verbal, physical, or sexual conduct directed toward another person, including a district student, employee, or volunteer.

- Record the voice or image of another without the prior consent of the individual being recorded or in any way that disrupts the educational environment or invades the privacy of others.

Property Offenses

Students shall not:

- Damage or vandalize property owned by others. (For felony criminal mischief, see **STRIVE—Placement and/or Expulsion for Certain Offenses** on page 27.)
- Deface or damage school property, including textbooks, technology and electronic resources, lockers, furniture, and other equipment, with graffiti or by other means.
- Steal from students, staff, or the school.
- Commit or assist in a robbery or theft, even if it does not constitute a felony according to the Penal Code. (For felony robbery, aggravated robbery, and theft, see **STRIVE— Placement and/or Expulsion for Certain Offenses** on page 27.)
- Enter, without authorization, district facilities that are not open for operations.

Possession of Prohibited Items

Students shall not possess or use:

- Fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device;
- A razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person;
- A “look-alike” weapon that is intended to be used as a weapon or could reasonably be perceived as a weapon;
- An air gun or BB gun;
- Ammunition;
- A hand instrument designed to cut or stab another by being thrown;
- A firearm silencer or suppressor;
- *A location-restricted knife;
- *A club;
- *A firearm;
- A stun gun;
- Knuckles;
- A pocket knife or any other small knife;
- Mace or pepper spray;
- Pornographic material;
- Tobacco products, cigarettes, e-cigarettes, and any component, part, or accessory for an e-cigarette device;

- Matches or a lighter;
- A laser pointer, unless it is for an approved use; or
- Any articles not generally considered to be weapons, including school supplies, when the principal or designee determines that a danger exists.

***For weapons and firearms, see STRIVE—Placement and/or Expulsion for Certain Offenses on page 27. In many circumstances, possession of these items is punishable by mandatory expulsion under federal or state law.**

Possession of Personal Communication Devices

Students shall not:

- Use a personal communication device, including a cell phone, or other electronic device on school property during the school day and shall store the device in accordance with the method of storage established by the district.
- The district may authorize the use of a personal communication device for the following reasons:
 - To implement an individualized education program (IEP) or for a plan created under Section 504, Rehabilitation Act of 1973 (29 U.S.C Section 794) or a similar program or plan;
 - With documented need based on a directive from a qualified physician; or
 - To comply with a health or safety requirement imposed by law or as part of the district’s safety protocols.

Inappropriate use of a personal communication device during the school day will result in disciplinary action in accordance with this Code of Conduct.

Illegal, Prescription, and Over-the-Counter Drugs

Students shall not:

- Possess, use, give, or sell alcohol or an illegal drug. (Also see **STRIVE Placement** on page 27 and **Expulsion** on page 36 for mandatory and permissive consequences under state law.)
- Possess or sell seeds or pieces of marijuana in less than a usable amount.
- Possess, use, give, or sell paraphernalia related to any prohibited substance. (See **glossary** for “paraphernalia.”)
- Possess, use, abuse, or sell look-alike drugs or attempt to pass items off as drugs or contraband.
- Abuse the student’s own prescription drug, give a prescription drug to another student, or possess or be under the influence of another person’s prescription drug on school property or at a school-related event. (See **glossary** for “abuse.”)
- Abuse over-the-counter drugs. (See **glossary** for “abuse.”)

- Be under the influence of prescription or over-the-counter drugs that cause impairment to the body or mind. (See **glossary** for “under the influence.”)
- Have or take prescription drugs or over-the-counter drugs at school other than as provided by district policy.

Misuse of Technology Resources and the Internet

Students shall not:

- Violate policies, rules, or agreements signed by the student or the student’s parent regarding the use of technology resources.
- Attempt to access or circumvent passwords or other security-related information of the district, students, or employees or upload or create computer viruses, including off school property if the conduct causes a substantial disruption to the educational environment.
- Attempt to alter, destroy, or disable district technology resources including, but not limited to, computers and related equipment, district data, the data of others, or other networks connected to the district’s system, including off school property if the conduct causes a substantial disruption to the educational environment.
- Use the internet or other electronic communications to threaten or harass district students, employees, board members, or volunteers, including off school property if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.
- Send, post, deliver, or possess electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another’s reputation, or illegal, including cyberbullying and “sexting,” either on or off school property, if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.
- Use the internet or other electronic communication to engage in or encourage illegal behavior or threaten school safety, including off school property if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.

Safety Transgressions

Students shall not:

- Possess published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety.
- Engage in verbal (oral or written) exchanges that threaten the safety of another student, a school employee, or school property.
- Make false accusations or perpetrate hoaxes regarding school safety.
- Engage in any conduct that school officials might reasonably believe will substantially disrupt the school program or incite violence.
- Throw objects that can cause bodily injury or property damage.

- Discharge a fire extinguisher without valid cause.

Miscellaneous Offenses

Students shall not:

- Violate dress and grooming standards as communicated in the Student Handbook.
- Engage in academic dishonesty, which includes cheating or copying the work of another student, unauthorized use of artificial intelligence, plagiarism, and unauthorized communication between students during an examination.
- Gamble.
- Falsify records, passes, or other school-related documents.
- Engage in actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Repeatedly violate other communicated campus or classroom standards of conduct.

The district may impose campus or classroom rules in addition to those found in the Code of Conduct. These rules may be posted in classrooms or given to the student and may or may not constitute violations of the Code of Conduct.

Discipline Management Techniques

Discipline shall be designed to improve conduct and encourage students to be responsible members of the school community. Disciplinary action shall draw on the professional judgment of teachers and administrators and on a range of discipline management techniques, including restorative practices. Discipline shall be based on the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, the effect of the misconduct on the school environment, and statutory requirements.

First-Time Offense of Possession or Use of Nicotine Delivery Product or E-Cigarette

An appropriate administrator may place a student in a disciplinary alternative education program for the first-time offense of possession or use of a nicotine delivery product or e-cigarette, as defined by Section 161.081, Health and Safety Code.

If a student who possesses or uses an e-cigarette is not placed in a disciplinary alternative education program for the first-time offense under Education Code 37.008, the student shall be placed in in-school suspension for a period of at least 10 school days.

Students with Disabilities

The discipline of students with disabilities is subject to applicable state and federal law in addition to the Code of Conduct. In the event of any conflict, the district shall comply

with federal law. For more information regarding discipline of students with disabilities, see policy FOF(LEGAL).

In accordance with the Education Code, a student who receives special education services may not be disciplined in a manner that results in a change to the student's educational placement for conduct meeting the definition of bullying, cyberbullying, harassment, or making hit lists [see Glossary] until an Admission, Review, and Dismissal (ARD) committee meeting has been held to review the conduct.

In deciding whether to order suspension, STRIVE (DAEP) placement, or expulsion, regardless of whether the action is mandatory or discretionary, the district shall take into consideration a disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct.

Techniques

The following discipline management techniques may be used alone, in combination, or as part of progressive interventions for behavior prohibited by the Code of Conduct or by campus or classroom rules:

- Verbal correction, oral or written.
- Cooling-off time or a brief "time-out" period, in accordance with law.
- Seating changes within the classroom or vehicles owned or operated by the district.
- Temporary confiscation of items that disrupt the educational process.
- Rewards or demerits.
- Behavioral contracts.
- Counseling by teachers, school counselors, or administrative personnel.
- Parent-teacher conferences.
- Behavior coaching.
- Anger management classes.
- Mediation (victim-offender).
- Classroom circles.
- Family group conferencing.
- Grade reductions for cheating, plagiarism, and as otherwise permitted by policy.
- Detention, including outside regular school hours.
- Sending the student to the office, another assigned area, or to in-school suspension.
- Assignment of school duties, such as cleaning or picking up litter.
- Withdrawal of privileges, such as participation in extracurricular activities, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations.
- Penalties identified in student organizations' extracurricular standards of behavior.

- Restriction or revocation of district transportation privileges.
- School-assessed and school-administered probation.
- Corporal punishment, unless the student's parent or guardian has provided a signed statement prohibiting its use.
- Out-of-school suspension, as specified in **Out-of-School Suspension** on page 25.
- Placement at STRIVE, as specified in **STRIVE** on page 27.
- Expulsion and/or placement in an alternative educational setting, as specified in **Placement and/or Expulsion for Certain Offenses** on page 27.
- Expulsion, as specified in **Expulsion** on page 36.
- Referral to an outside agency or legal authority for criminal prosecution in addition to disciplinary measures imposed by the district.
- Other strategies and consequences as determined by school officials.

Prohibited Aversive Techniques

Aversive techniques are prohibited for use with students and are defined as techniques or interventions intended to reduce the reoccurrence of a behavior by intentionally inflicting significant physical or emotional discomfort or pain. Aversive techniques include:

- Using techniques designed or likely to cause physical pain, other than corporal punishment as permitted by district policy. [See policy FO(LOCAL).]
- Using techniques designed or likely to cause physical pain by electric shock or any procedure involving pressure points or joint locks.
- Directed release of noxious, toxic, or unpleasant spray, mist, or substance near a student's face.
- Denying adequate sleep, air, food, water, shelter, bedding, physical comfort, supervision, or access to a restroom facility.
- Ridiculing or demeaning a student in a manner that adversely affects or endangers the learning or mental health of the student or constitutes verbal abuse.
- Employing a device, material, or object that immobilizes all four of a student's extremities, including prone or supine floor restraint.
- Impairing the student's breathing, including applying pressure to the student's torso or neck or placing something in, on, or over the student's mouth or nose or covering the student's face.
- Restricting the student's circulation.
- Securing the student to a stationary object while the student is standing or sitting.
- Inhibiting, reducing, or hindering the student's ability to communicate.
- Using chemical restraints.

- Using time-out in a manner that prevents the student from being able to be involved in and progress appropriately in the required curriculum or any applicable individualized education program (IEP) goals, including isolating the student using physical barriers.
- Depriving the student of one or more of the student's senses, unless the technique does not cause the student discomfort or complies with the student's IEP or behavior intervention plan (BIP).

Notification

The CBC shall promptly notify a student's parent by phone or in person of any violation that may result in in-school or out-of-school suspension, placement in a STRIVE (DAEP), placement in a JJAEP, or expulsion. The CBC shall also notify a student's parent if the student is taken into custody by a law enforcement officer under the disciplinary provisions of Education Code 37.0012(d).

A good-faith effort shall be made to provide written notice of the disciplinary action to the student, on the day the action was taken, for delivery to the student's parent. If the parent has not been reached by telephone or in person by 5:00 p.m. of the first business day after the day the disciplinary action was taken, the CBC shall send written notification by U.S. Mail. If the CBC is not able to provide notice to the parent, the principal or designee shall provide the notice.

Before the principal or appropriate administrator assigns a student under age 18 to detention outside regular school hours, notice shall be given to the student's parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

Parental Involvement

The principal, campus behavior coordinator, or other appropriate administrator shall notify the parent of or person standing in parental relation to a student who has been placed in a disciplinary alternative education program (STRIVE (DAEP)) or expelled of the parent's or person's right to request a behavioral agreement that specifies the responsibilities of the parent or person and student.

The behavioral agreement must specify the responsibilities of the student and parent/guardian. If followed, the agreement may result in a reduced disciplinary placement period, as outlined in the agreement. Reduction in the disciplinary placement period does not entitle the student to different disciplinary placement. The decision to reduce, revoke, or amend the disciplinary placement period is at the sole discretion of the school administration. Compliance with the agreement is required for the reduction to remain valid.

Appeals

Questions from parents regarding disciplinary measures should be addressed to the teacher, campus administration, or campus behavior coordinator, as appropriate. Appeals or complaints regarding the use of specific discipline management techniques should be addressed in accordance with policy FNG(LOCAL). A copy of the policy may

be obtained from the principal's office, the CBC office, or the central administration office or through Policy On Line at the following address: www.chisd.net.

The district shall not delay a disciplinary consequence while a student or parent pursues a grievance. In the instance of a student who is accused of conduct that meets the definition of sexual harassment as defined by Title IX, the district will comply with applicable federal law, including the Title IX formal complaint process. [See policies FFH(LEGAL) and (LOCAL)]

Removal from the School Bus

A bus driver may refer a student to the principal's office or the CBC's office to maintain effective discipline on the bus. The principal or CBC must employ additional discipline management techniques, as appropriate, which can include restricting or revoking a student's bus riding privileges.

To transport students safely, the vehicle operator must focus on driving and not be distracted by student misbehavior. Therefore, when appropriate disciplinary management techniques fail to improve student behavior or when specific misconduct warrants immediate removal, the principal or the CBC may restrict or revoke a student's transportation privileges, in accordance with law.

Removal from the Regular Educational Setting

In addition to other discipline management techniques, misconduct may result in removal from the regular educational setting in the form of a routine referral or a formal removal.

Routine Referral

A routine referral occurs when a teacher sends a student to the CBC office as a discipline management technique. The CBC shall employ alternative discipline management techniques, including progressive interventions. A teacher or administrator may remove a student from class for behavior that violates this Code of Conduct to maintain effective discipline in the classroom.

Formal Teacher Removal

A teacher may initiate a formal removal from class if:

1. A student's behavior repeatedly interferes with the teacher's ability to teach the class or with other students' ability to learn.
2. A student demonstrates behavior that is unruly, disruptive, or abusive toward the teacher, another adult, or another student in the classroom.
3. A student engages in conduct that constitutes bullying, as defined by Education Code 37.0832.0.

A teacher, CBC, or other appropriate administrator must notify a parent or person standing in parental relation to the student of the formal removal. A teacher may remove a student from class based on a single incident of behavior.

Within three school days of the formal removal, the CBC or appropriate administrator shall schedule a conference with the student's parent, the student, the teacher who removed the student from class, and any other appropriate administrator.

At the conference, the CBC or appropriate administrator shall inform the student of the alleged misconduct and the proposed consequences. The student shall have an opportunity to respond to the allegations.

When a student is removed from the regular classroom by a teacher and a conference is pending, the CBC or other administrator may place the student in:

- Another appropriate classroom.
- ISS.
- Out-of-school suspension.
- (STRIVE) STRIVE (DAEP).

A teacher or administrator must remove a student from class if the student engages in behavior that under the Education Code requires or permits the student to be placed in a STRIVE (DAEP) or expelled. When removing for those reasons, the procedures in the subsequent sections on STRIVE (DAEP) or expulsion shall be followed.

Returning a Student to the Classroom

A student who has been formally removed from class by a teacher for conduct against the teacher containing the elements of assault, aggravated assault, sexual assault, or aggravated sexual assault may not be returned to the teacher's class without the teacher's written consent.

A student who has been formally removed by a teacher for any other conduct may not be returned to the teacher's class without the teacher's written consent unless the placement review committee determines that the teacher's class is the best or only alternative, and not later than the third class day after the day the student was removed from class, a conference in which the teacher was provided an opportunity to participate has been held. The student may not be returned to the teacher's class unless the teacher provides written consent for the student's return or a return to class plan has been prepared for that student.

Appeals of Formal Teacher Removals

A student may appeal the teacher's removal of the student from class to the school's placement review committee or the campus's threat assessment and safe and supportive school team, in accordance with a district policy providing for such an appeal to be made to this team.

In-School Suspension

An in-school suspension is not subject to any time limit.

A school's principal or other appropriate administrator shall review the in-school suspension of a student at least once every 10 school days after the date of the suspension begins to evaluate the educational progress of the student and to determine if continued in-school suspension is appropriate.

During in-school suspension, a student shall receive appropriate behavioral support services and comparable educational services as the student would receive in the classroom. If the student receives special education services, the student must continue to receive special education and related services specified in the student's individualized education program (IEP) and continue to have an opportunity to progress in the general curriculum.

[See First-Time Offense of Possession or Use of Nicotine Delivery Product or E-Cigarette for limitations to the general rule.]

Process

Before being suspended, a student shall have an informal conference with the CBC or appropriate administrator, who shall inform the student of the alleged misconduct and give the student an opportunity to respond to the allegation before the administrator makes a decision.

The CBC shall determine the number of days of a student's suspension.

In deciding whether to order in-school suspension, the CBC shall take into consideration:

1. Self-defense [see Glossary];
2. Intent or lack of intent at the time the student engaged in the conduct;
3. The student's disciplinary history;
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care); or
6. A student's status as homeless.

The appropriate administrator shall determine any restrictions on participation in school-sponsored or school-related extracurricular and co-curricular activities.

Out-of-School Suspension

Misconduct

Students may be suspended for behavior listed in the Code of Conduct as a general conduct violation, (STRIVE) STRIVE (DAEP) offense, or expellable offense.

The district shall not use out-of-school suspension for students below grade 3 unless the conduct meets the requirements established in law.

A student below grade 3 or a student who is homeless shall not be placed in out-of-school suspension unless, while on school property or while attending a school-sponsored or school-related activity on or off school property, the student engages in:

- Conduct that contains the elements of a weapons offense, as provided in Penal Code sections 46.02 or 46.05;
- Conduct that threatens the immediate health and safety of other students in the classroom;
- Documented conduct that results in repeated or significant disruption to the classroom; or
- Selling, giving, or delivering to another person or possessing, using, or being under the influence of any amount of marijuana, an alcoholic beverage, or a controlled substance or dangerous drug as defined by federal or state law.

The district shall use a positive behavior program as a disciplinary alternative for students below grade 3 who commit general conduct violations instead of suspension or placement in a STRIVE (DAEP). The program shall meet the requirements of law.

Process

State law allows a student to be assigned to out-of-school suspension for no more than three school days per behavior violation, with no limit on the number of times a student may be suspended in a semester or school year.

Before being suspended a student shall have an informal conference with the CBC or appropriate administrator, who shall inform the student of the alleged misconduct and give the student an opportunity to respond to the allegation before the administrator makes a decision.

The CBC shall determine the number of days of a student's suspension, not to exceed three school days.

In deciding whether to order out-of-school suspension, the CBC shall take into consideration:

1. Self-defense [see Glossary];
2. Intent or lack of intent at the time the student engaged in the conduct;
3. The student's disciplinary history;

4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care); or
6. A student's status as homeless.

The appropriate administrator shall determine any restrictions on participation in school-sponsored or school-related extracurricular and co-curricular activities.

Alternative Assignment

A parent or person standing in parental relation to the student may submit a written request to the principal or other appropriate administrator to reassign a student placed in out-of-school suspension. The parent or person standing in parental relation to the student must provide information and documentation that they are unable to provide suitable supervision for the student during school hours during the period of the suspension. It is the sole discretion of the principal or other appropriate administrator to reassign the student placed in out-of-school suspension.

Coursework During Suspension

The district shall ensure a student receives access to coursework for foundation curriculum courses while the student is placed in in-school or out-of-school suspension, including at least one method of receiving this coursework that doesn't require the use of the internet.

A student removed from the regular classroom to ISS or another setting, other than a STRIVE (DAEP), will have an opportunity before the beginning of the next school year to complete each course the student was enrolled in at the time of removal. The district may provide the opportunity by any method available, including a correspondence course, another distance learning option, or summer school. The district will not charge the student for any method of completion provided by the district.

Success Through Responsible Individualized Virtual Education STRIVE (DAEP) Placement

STRIVE shall be provided in a setting other than the student's regular classroom. An elementary school student may not be placed in STRIVE with a student who is not an elementary school student.

For purposes of STRIVE, elementary classification shall be kindergarten–grade 5 and secondary classification shall be grades 6–12.

Summer programs provided by the district shall serve students assigned to STRIVE in conjunction with other students.

A student who is expelled for an offense that otherwise would have resulted in a STRIVE placement does not have to be placed in STRIVE in addition to the expulsion.

In deciding whether to place a student in a STRIVE (DAEP), regardless of whether the action is mandatory or discretionary, the CBC shall take into consideration:

1. Self-defense [see Glossary];
2. Intent or lack of intent at the time the student engaged in the conduct;
3. The student's disciplinary history;
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care); or
6. A student's status as homeless.

Discretionary Placement: Misconduct That May Result in STRIVE (DAEP) Placement

A student **may** be placed in a STRIVE for the following conduct violations:

Misconduct Identified in State Law

In accordance with state law, a student **may** be placed in a STRIVE (DAEP) for any of the following offenses: Engaging in bullying that encourages a student to die by suicide.

- Engaging in bullying that encourages a student to commit or attempt to commit suicide.
- Inciting violence against a student through group bullying.
- Releasing or threatening to release intimate visual material of a minor or of a student who is 18 years of age or older without the student's consent.
- Involvement in a public school fraternity, sorority, or secret society, or gang including participating as a member or pledge, or soliciting another person to become a pledge or member of a public school fraternity, sorority, secret society, or gang. (See **glossary**.)

- Involvement in criminal street gang activity. (See **glossary**.)
- Criminal mischief, not punishable as a felony.
- Assault (no bodily injury) with threat of imminent bodily injury.
- Assault by offensive or provocative physical contact.

In accordance with state law, a student **may** be placed at STRIVE if the superintendent or the superintendent's designee has reasonable belief (see **glossary**) that the student engaged in conduct punishable as a felony, other than aggravated robbery or those listed as offenses in Title 5 (see **glossary**) of the Penal Code, that occurs off school property and not at a school-sponsored or school-related event, if the student's presence in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.

The CBC may place a student at STRIVE for off-campus conduct for which a STRIVE placement is required by state law if the administrator does not have knowledge of the conduct before the first anniversary of the date the conduct occurred.

Mandatory Placement: Misconduct That Requires STRIVE (DAEP) Placement

A student **must** be placed in a STRIVE (DAEP) if the student:

- Engages in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school. [see Glossary]
 - Commits the following offenses on school property, within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
 - Engages in conduct punishable as a felony.
 - Commits an assault [see Glossary] under Penal Code 22.01(a)(1).
 - Except as provided by Education Code 37.007(a)(3), sells, gives, or delivers to another person or possesses, uses, or is under the influence of a controlled substance or dangerous drug in an amount not constituting a felony offense. [School-related felony drug offenses are addressed in Expulsion.] [See Glossary for "under the influence," "controlled substance," and "dangerous drug."]
 - Sells, gives, or delivers to another person or possesses, uses, or is under the influence of marijuana or THC. A student with a valid prescription for low-THC cannabis as authorized by Chapter 487 of the Health and Safety Code does not violate this provision.
 - Sells, gives, or delivers to another person an alcoholic beverage; commits a serious act or offense while under the influence of alcohol; or possesses, uses, or is under the influence of alcohol.

- Behaves in a manner that contains the elements of an offense relating to abusable volatile chemicals.
 - Sells, gives, or delivers to another person an e-cigarette, as defined by Section 161.081, Health and Safety Code.
 - Behaves in a manner that contains the elements of the offense of public lewdness or indecent exposure. [see Glossary]
 - Engages in conduct that contains the elements of an offense of harassment against an employee under Penal Code sections 42.07(a)(1), (2), (3), or (7).
- Engages in expellable conduct and is six to nine years of age.
 - Commits a federal firearms violation and is younger than six years of age.
 - Engages in conduct that contains the elements of the offense of retaliation under Penal Code 36.06 against any school employee or volunteer on or off school property.
 - Engages in conduct that contains the elements of harassment under Penal Code 42.07 against any school employee or volunteer on or off of school property.

The student receives deferred prosecution [see Glossary], or a court or jury finds that the student has engaged in delinquent conduct [see Glossary], or the superintendent or designee has a reasonable belief [see Glossary] under Section 53.03, Family Code, for conduct defined as any of the following offenses under the Penal Code:

1. A felony offense under Title 5;
2. The offense of deadly conduct under Section 22.05;
3. The felony offense of aggravated robbery under Section 29.03;
4. The offense of disorderly conduct involving a firearm under Section 42.01(a)(7) or (8); or
5. The offense of unlawfully carrying weapons under Section 46.02, except for an offense punishable as a Class C misdemeanor under that section.

Sexual Assault and Campus Assignments

A student shall be transferred to another campus if:

- The student has been convicted of continuous sexual abuse of a young child or disabled individual or convicted of or placed on deferred adjudication for sexual assault or aggravated sexual assault against another student on the same campus; and
- The victim's parent or another person with the authority to act on behalf of the victim requests that the board transfer the offending student to another campus.

If there is no other campus in the district serving the grade level of the offending student, the offending student shall be transferred to a STRIVE (DAEP).

Process

Removals to a STRIVE (DAEP) shall be made by the CBC with approval from the Executive of Student Services.

Conference

When a student is removed from class for a STRIVE (DAEP) offense, the CBC or appropriate administrator shall schedule a conference within three school days with the student's parent, the student, and, in the case of a teacher removal, the teacher.

At the conference, the CBC or appropriate administrator shall provide the student:

- Information, orally or in writing, of the reasons for the removal;
- An explanation of the basis for the removal; and
- An opportunity to respond to the reasons for the removal.

Following valid attempts to require attendance, the district may hold the conference and make a placement decision regardless of whether the student or the student's parents attend the conference.

Consideration of Mitigating Factors

In deciding whether to place a student in a STRIVE (DAEP), regardless of whether the action is mandatory or discretionary, the CBC shall take into consideration:

1. Self-defense [see Glossary];
2. Intent or lack of intent at the time the student engaged in the conduct;
3. The student's disciplinary history;
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care); or
6. A student's status as homeless.

Placement Order

After the conference, if the student is placed in a STRIVE (DAEP), the CBC shall write a placement order. A copy of the STRIVE (DAEP) placement order and information for the parent or person standing in parental relation to the student regarding the process for requesting a full individual and initial evaluation of the student for purposes of special education services shall be sent to the student and the student's parent.

Not later than the second business day after the conference, the board's designee shall deliver to the juvenile court a copy of the placement order and all information required by Section 52.04 of the Family Code.

If the student is placed in a STRIVE (DAEP) and the length of placement is inconsistent with the guidelines included in this Code of Conduct, the placement order shall give notice of the inconsistency.

STRIVE (DAEP) at Capacity

If a STRIVE (DAEP) is at capacity at the time the CBC is deciding placement for conduct related to marijuana, THC, an e-cigarette, alcohol, or an abusable volatile chemical, the student shall be placed in ISS then transferred to a STRIVE (DAEP) for the remainder of the period if space becomes available before the expiration of the period of the placement.

If a STRIVE (DAEP) is at capacity at the time the CBC is deciding placement for a student who engaged in violent conduct, a student placed in a STRIVE (DAEP) for conduct related to marijuana, THC, an e-cigarette, alcohol, or an abusable volatile chemical may be placed in ISS to make a position in the STRIVE (DAEP) available for the student who engaged in violent conduct. If a position becomes available in a STRIVE (DAEP) before the expiration of the period of the placement for the student removed, the student shall be returned to a STRIVE (DAEP) for the remainder of the period.

Coursework Notice

The parent or guardian of a student placed in STRIVE (DAEP) shall be given written notice of the student's opportunity to complete, at no cost to the student, a foundation curriculum course in which the student was enrolled at the time of removal, and which is required for graduation. The notice shall include information regarding all methods available for completing the coursework.

Length of Placement

The CBC shall determine the duration of a student's placement in a STRIVE (DAEP).

The duration of a student's placement shall be determined case by case based on the seriousness of the offense, the student's age and grade level, the frequency of misconduct, the student's attitude, and statutory requirements.

The maximum period of STRIVE (DAEP) placement shall be one calendar year, except as provided below.

Unless otherwise specified in the placement order, days absent from a STRIVE (DAEP) shall not count toward fulfilling the total number of days required in a student's STRIVE (DAEP) placement order.

The district shall administer the required pre- and post-assessments for students assigned to STRIVE (DAEP) for a period of 90 days or longer in accordance with established district administrative procedures for administering other diagnostic or benchmark assessments.

Exceeds One Year

Placement in a STRIVE (DAEP) may exceed one year when a review by the district determines that the student is a threat to the safety of other students or to district employees.

The statutory limitations on the length of a STRIVE (DAEP) placement do not apply to a placement resulting from the board's decision to place a student who engaged in the

sexual assault of another student so that the students are not assigned to the same campus.

Exceeds School Year

Students who are in a STRIVE (DAEP) placement at the end of one school year may be required to continue that placement at the start of the next school year to complete the assigned term of placement.

For placement in a STRIVE (DAEP) to extend beyond the end of the school year, the CBC or the board's designee must determine that:

1. The student's presence in the regular classroom or campus presents a danger of physical harm to the student or others; or
2. The student has engaged in serious or persistent misbehavior [see Glossary] that violates the district's Code of Conduct.

Exceeds 60 Days

For placement in a STRIVE (DAEP) to extend beyond 60 days or the end of the next grading period, whichever is sooner, a student's parent shall be given notice and the opportunity to participate in a proceeding before the board or the board's designee.

Appeals

Questions from parents regarding disciplinary measures should be addressed to the campus principal or designee.

Student or parent appeals regarding a student's placement at STRIVE should be addressed in accordance with policy FNG(LOCAL). A copy of this policy may be obtained from the principal's office, the CBC office, the central administration office, or through Policy On Line at the following address: www.chisd.net.

Appeals shall begin at Level One with the principal or designee or Level Two with the Executive Director of Student Services.

The district shall not delay disciplinary consequences pending the outcome of an appeal. The decision to place a student assigned to STRIVE cannot be appealed beyond the board.

Restrictions During Placement

The district does not permit a student who is assigned to STRIVE to participate in any school-sponsored or school-related extracurricular or co-curricular activity, including seeking or holding honorary positions and/or membership in school-sponsored clubs and organizations.

A student assigned to STRIVE shall not be provided transportation unless he or she is a student with a disability who is entitled to transportation in accordance with the student's (IEP) or Section 504 plan.

For seniors who are eligible to graduate and are assigned to STRIVE at the time of graduation, the last day of placement in the program shall be the last instructional day, and the student shall be allowed to participate in the graduation ceremony and related graduation activities unless otherwise specified in the STRIVE placement order.

Placement Review

A student placed in a STRIVE (DAEP) shall be provided a review of his or her status, including academic status, by the CBC or the board's designee at intervals not to exceed 120 days. In the case of a high school student, the student's progress toward graduation and the student's graduation plan shall also be reviewed. At the review, the student or the student's parent shall be given the opportunity to present arguments for the student's return to the regular classroom or campus. The student may not be returned to the classroom of a teacher who removed the student without that teacher's consent.

Additional Misconduct

If during the term of placement in a STRIVE (DAEP) the student engages in additional misconduct for which placement in a STRIVE (DAEP) or expulsion is required or permitted, additional proceedings may be conducted, and the CBC may enter an additional disciplinary order as a result of those proceedings.

Notice of Criminal Proceedings

When a student is placed in a STRIVE (DAEP) for certain offenses, the office of the prosecuting attorney shall notify the district if:

1. Prosecution of a student's case was refused for lack of prosecutorial merit or insufficient evidence, and no formal proceedings, deferred adjudication [see Glossary], or deferred prosecution will be initiated; or
2. The court or jury found a student not guilty or made a finding that the student did not engage in delinquent conduct or conduct indicating a need for supervision, and the case was dismissed with prejudice.

If a student was placed in a STRIVE (DAEP) for such conduct, on receiving the notice from the prosecutor, the superintendent or designee shall review the student's placement and schedule a review with the student's parent not later than the third day after the superintendent or designee receives notice from the prosecutor. The student may not be returned to the regular classroom pending the review.

After reviewing the notice and receiving information from the student's parent, the superintendent or designee may continue the student's placement if there is reason to believe that the presence of the student in the regular classroom threatens the safety of other students or teachers.

The student or the student's parent may appeal the superintendent's decision to the board. The student may not be returned to the regular classroom pending the appeal. In the case of an appeal, the board shall, at the next scheduled meeting, review the notice from the prosecutor and receive information from the student, the student's parent, and

the superintendent or designee, and confirm or reverse the decision of the superintendent or designee. The board shall make a record of the proceedings.

If the board confirms the decision of the superintendent or designee, the student and the student's parent may appeal to the Commissioner of Education. The student may not be returned to the regular classroom pending the appeal.

Withdrawal During Process

When a student violates the district's Code of Conduct in a way that requires or permits the student to be placed in a STRIVE (DAEP) and the student withdraws from the district before a placement order is completed, the CBC may complete the proceedings and issue a placement order. If the student then re-enrolls in the district during the same or a subsequent school year, the district may enforce the order at that time, less any period of the placement that has been served by the student during enrollment in another district. If the CBC or the board fails to issue a placement order after the student withdraws, the next district in which the student enrolls may complete the proceedings and issue a placement order.

Newly Enrolled Students

The district shall continue the STRIVE placement of a student who enrolls in the district and was assigned to a STRIVE (DAEP) in an open-enrollment charter school or another district including a district in another state.

When a student enrolls in the district with a STRIVE placement from a district in another state, the district has the right to place the student at STRIVE to the same extent as any other newly enrolled student if the behavior committed is a reason for a STRIVE placement in the receiving district.

State law requires the district to reduce a placement imposed by a district in another state that exceeds one year so that the total placement does not exceed one year. After a review, however, the placement may be extended beyond a year if the district determines that the student is a threat to the safety of other students or employees or the extended placement is in the best interest of the student.

Emergency Placement Procedure

When an emergency placement is necessary because the student's behavior is so unruly, disruptive, or abusive that it seriously interferes with classroom or school operations, the student shall be given oral notice of the reason for the action. Not later than the tenth day after the date of the placement, the student shall be given the appropriate conference required for assignment to a STRIVE (DAEP).

Transition Services

In accordance with law and district procedures, campus staff shall provide transition services to a student returning to the regular classroom from an alternative education program, including a STRIVE (DAEP). [See policy FOCA(LEGAL) for more information.]

Placement and/or Expulsion for Certain Offenses

This section includes two categories of offenses for which the Education Code provides unique procedures and specific consequences.

Registered Sex Offenders

Upon receiving notification in accordance with state law that a student is currently required to register as a sex offender, the district must remove the student from the regular classroom and determine appropriate placement unless the court orders JJAEP placement.

If the student is under any form of court supervision, including probation, community supervision, or parole, the student shall be placed in either STRIVE (DAEP) or JJAEP for at least one semester.

If the student is not under any form of court supervision, the student may be placed in STRIVE (DAEP) or JJAEP for one semester or placed in a regular classroom. The student may not be placed in the regular classroom if the board or its designee determines that the student's presence:

1. Threatens the safety of other students or teachers;
2. Will be detrimental to the educational process; or
3. Is not in the best interests of the district's students.

Review Committee

At the end of the first semester of a student's placement in an alternative educational setting and before the beginning of each school year for which the student remains in an alternative placement, the district shall convene a committee, in accordance with state law, to review the student's placement. The committee shall recommend whether the student should return to the regular classroom or remain in the placement. Absent a special finding, the board or its designee must follow the committee's recommendation.

The placement review of a student with a disability who receives special education services must be made by the ARD committee.

Newly Enrolled Students

If a student enrolls in the district during a mandatory placement as a registered sex offender, the district may count any time already spent by the student in a placement or may require an additional semester in an alternative placement without conducting a review of the placement.

Appeal

A student or the student's parent may appeal the placement by requesting a conference between the board or its designee, the student, and the student's parent. The conference is limited to the factual question of whether the student is required to register as a sex offender. Any decision of the board or its designee under this section is final and may not be appealed.

Expulsion

In deciding whether to order expulsion, regardless of whether the action is mandatory or discretionary, the CBC shall take into consideration:

1. Self-defense [see Glossary];
2. Intent or lack of intent at the time the student engaged in the conduct;
3. The student's disciplinary history;
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care); or
6. A student's status as homeless.

Discretionary Expulsion: Misconduct That May Result in Expulsion

Some of the following types of misconduct may result in mandatory placement in a STRIVE, whether or not a student is expelled. (See STRIVE Placement on page 27.)

Any Location

A student **may** be expelled for:

- Engaging in bullying that encourages a student to die by suicide.
- Inciting violence against a student through group bullying.
- Releasing or threatening to release intimate visual material of a minor or of a student who is 18 years of age or older without the student's consent.
- Criminal mischief, if punishable as a felony.
- Engaging in conduct that contains the elements of one of the following offenses against another student:
 - Aggravated assault.
 - Sexual assault.
 - Aggravated sexual assault.
 - Murder.
 - Capital murder.
 - Criminal attempt to commit murder or capital murder.
 - Aggravated robbery.
- Breach of computer security. [see Glossary]
- Engaging in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school.

At School, Within 300 Feet, or at a School Event

A student **may** be expelled for committing any of the following offenses on or within 300 feet of school property, as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:

- Selling, giving, or delivering to another person, or possessing, using, or being under the influence of any amount of marijuana, a controlled substance, or a dangerous drug, unless the conduct is punishable as a felony. A student with a valid prescription for low-THC cannabis as authorized by Chapter 487 of the Health and Safety Code does not violate this provision. [See Glossary for "under the influence."]
- Selling, giving, or delivering to another person, or possessing, using, or being under the influence of alcohol; or committing a serious act or offense while under the influence of alcohol.
- Engaging in conduct that contains the elements of an offense relating to abusable volatile chemicals.
- Engaging in deadly conduct. [see Glossary]

Within 300 Feet of School

A student may be expelled for possession of a firearm, as defined by federal law, while within 300 feet of school property, as measured from any point on the school's real property boundary line.

Property of Another District

A student may be expelled for committing any offense that is a state-mandated expellable offense if the offense is committed on the property of another district in Texas or while the student is attending a school-sponsored or school-related activity of a school in another district in Texas.

While at STRIVE

A student may be expelled for engaging in documented serious misbehavior that violates the district's Code of Conduct, despite documented behavioral interventions while placed in a STRIVE (DAEP). For purposes of discretionary expulsion from a STRIVE (DAEP), serious misbehavior means:

1. Deliberate violent behavior that poses a direct threat to the health or safety of others;
2. Extortion, meaning the gaining of money or other property by force or threat;
3. Conduct that constitutes coercion, as defined by Penal Code 1.07; or
4. Conduct that constitutes the offense of:
 - a. Public lewdness under Penal Code 21.07;
 - b. Indecent exposure under Penal Code 21.08;

- c. Criminal mischief under Penal Code 28.03;
- d. Hazing under Education Code 37.152; or
- e. Harassment under Penal Code 42.07(a)(1) of a student or district employee.

Mandatory Expulsion: Misconduct That Requires Expulsion

A student **must** be expelled under federal or state law for any of the following offenses that occur on or off school property.

Under Federal Law

Bringing to school or possessing at school, including any setting that is under the district's control or supervision for the purpose of a school activity, a firearm, as defined by federal law. [see Glossary]

Note: Mandatory expulsion under the federal Gun Free Schools Act does not apply to a firearm that is lawfully stored inside a locked vehicle or to firearms used in activities approved and authorized by the district when the district has adopted appropriate safeguards to ensure student safety.

Under the Penal Code

- Unlawfully carrying on or about the student's person the following, in the manner prohibited by Penal Code 46.02:
 - A handgun, defined by state law as any firearm designed, made, or adapted to be used with one hand. [see Glossary] Note: A student may not be expelled solely on the basis of the student's use, exhibition, or possession of a firearm that occurs at an approved target range facility that is not located on a school campus; while participating in or preparing for a school-sponsored, shooting sports competition or a shooting sports educational activity that is sponsored or supported by the Parks and Wildlife Department; or a shooting sports sanctioning organization working with the department. [See policy FNCG(LEGAL).]
 - A location-restricted knife, as defined by state law. [see Glossary]
 - Possessing, manufacturing, transporting, repairing, or selling a prohibited weapon, as defined in state law. [see Glossary]
 - Engages in conduct that contains the elements of the offense of exhibiting, using, or threatening to exhibit or use a firearm under Education Code 37.125.
 - Behaving in a manner that contains elements of the following offenses under the Penal Code:
 - Aggravated assault, sexual assault, or aggravated sexual assault.
 - Arson. [see Glossary]
 - Murder, capital murder, or criminal attempt to commit murder or capital murder.

- Indecency with a child.
- Kidnapping or aggravated kidnapping.
- Burglary, robbery or aggravated robbery.
- Manslaughter.
- Criminally negligent homicide.
- Continuous sexual abuse of a young child or disabled individual.
- Behavior punishable as a felony that involves selling, giving, or delivering to another person or possessing, using, or being under the influence of a controlled substance or a dangerous drug.
- Engaging in conduct that contains elements of assault against a school employee or volunteer.

Under Age 10

When a student under the age of 10 engages in behavior that is expellable behavior, the student shall not be expelled but shall be placed in a STRIVE (DAEP). A student under age six shall not be placed in a STRIVE (DAEP) unless the student commits a federal firearm offense.

Virtual Expulsion Program

In some circumstances, a student may be placed in a virtual expulsion program.

- The school must ensure students in the program have the necessary technology and internet and must provide it if needed.
- The virtual program must, as much as possible, meet the same requirements as an in-person disciplinary alternative education program (STRIVE (DAEP)).
- The student's placement must be reviewed every 45 school days.
- If an in-person spot becomes available, the school should plan the student's return to in-person learning.
- If continued virtual placement is appropriate, the school must document the decision.

Consideration of Virtual Education as Alternative to Expulsion

Before a school district may expel a student, the district must consider the appropriateness and feasibility of, as an alternative to expulsion, enrolling the student in a full-time hybrid program, full-time virtual program, full-time hybrid campus, or full-time virtual campus. This requirement does not apply to a student expelled under Education Code 37.0081 or 37.007(a), (d), or(e).

Process

If a student is believed to have committed an expellable offense, the CBC or other appropriate administrator shall schedule a hearing within a reasonable time. The student's parent shall be invited in writing to attend the hearing.

Until a hearing can be held, the CBC or other administrator may place the student in:

- Another appropriate classroom.
- ISS.
- Out-of-school suspension.
- STRIVE (DAEP).

Hearing

A student facing expulsion shall be given a hearing with appropriate due process. The student is entitled to:

- Representation by the student's parent or another adult who can provide guidance to the student and who is not an employee of the district,
- An opportunity to testify and to present evidence and witnesses in the student's defense, and
- An opportunity to question the witnesses called by the district at the hearing.
- After providing notice to the student and parent of the hearing, the district may hold the hearing regardless of whether the student or the student's parent attends.

The board of trustees delegates to the Executive Director of Student Services and Administration to conduct hearings and expel students.

Board Review of Expulsion

After the due process hearing, the expelled student may request that the board review the expulsion decisions. The student or parent must submit a written request to the superintendent within seven days after receipt of the written decision. The superintendent must provide the student or parent written notice of the date, time, and place of the meeting at which the board will review the decision.

The board shall review the record of the expulsion hearing in a closed meeting unless the parent requests in writing that the matter be held in an open meeting. The board may also hear a statement from the student or parent and from the board's designee.

The board shall consider and base its decision on evidence reflected in the record and any statements made by the parties at the review. The board shall make and communicate its decision orally at the conclusion of the presentation. Consequences shall not be deferred pending the outcome of the hearing.

Expulsion Order

Before ordering the expulsion, the board or CBC shall take into consideration:

1. Self-defense [see Glossary];

2. Intent or lack of intent at the time the student engaged in the conduct;
3. The student's disciplinary history;
4. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct;
5. A student's status in the conservatorship of the Department of Family and Protective Services (foster care); or
6. A student's status as homeless.

If the student is expelled, the board or its designee shall deliver to the student and the student's parent a copy of the order expelling the student.

Not later than the second business day after the hearing, the Executive Director of Student Services shall deliver to the juvenile court a copy of the expulsion order and the information required by Section 52.04 of the Family Code.

If the length of the expulsion is inconsistent with the guidelines included in the Code of Conduct, the expulsion order shall give notice of the inconsistency.

Length of Expulsion

The length of an expulsion shall be based on the seriousness of the offense, the student's age and grade level, the frequency of misbehavior, the student's attitude, and statutory requirements.

The duration of a student's expulsion shall be determined on a case-by-case basis. The maximum period of expulsion is one calendar year, except as provided below.

An expulsion may not exceed one year unless, after review, the district determines that:

1. The student is a threat to the safety of other students or to district employees; or
2. Extended expulsion is in the best interest of the student.

State and federal law require a student to be expelled from the regular classroom for a period of at least one calendar year for bringing a firearm, as defined by federal law, to school. However, the superintendent may modify the length of the expulsion on a case-by-case basis.

Students who commit offenses that require expulsion at the end of one school year may be expelled into the next school year to complete the term of expulsion.

Withdrawal During Process

When a student's conduct requires or permits expulsion from the district and the student withdraws from the district before the expulsion hearing takes place, the district may conduct the hearing after sending written notice to the parent and student.

If the student then re-enrolls in the district during the same or subsequent school year, the district may enforce the expulsion order at that time, less any expulsion period that has been served by the student during enrollment in another district.

If the CBC or the board fails to issue an expulsion order after the student withdraws, the next district in which the student enrolls may complete the proceedings.

Additional Misconduct

If during the expulsion, the student engages in additional conduct for which placement in a STRIVE (DAEP) or expulsion is required or permitted, additional proceedings may be conducted, and the CBC or the board may issue an additional disciplinary order as a result of those proceedings.

Restrictions During Expulsion

Expelled students are prohibited from being on school grounds or attending school-sponsored or school-related activities during the period of expulsion.

No district academic credit shall be earned for work missed during the period of expulsion unless the student is enrolled in a JJAEP or another district-approved program.

Newly Enrolled Students

The district shall continue the expulsion of any newly enrolled student expelled from another district or an open-enrollment charter school until the period of the expulsion is completed.

If a student expelled in another state enrolls in the district, the district may continue the expulsion under the terms of the expulsion order, may place the student in a STRIVE (DAEP) for the period specified in the order, or may allow the student to attend regular classes if:

- The out-of-state district provides the district with a copy of the expulsion order, and
- The offense resulting in the expulsion is also an expellable offense in the district in which the student is enrolling.

If a student is expelled by a district in another state for a period that exceeds one year and the district continues the expulsion or places the student in a STRIVE, the district shall reduce the period of the expulsion or STRIVE placement so that the entire period does not exceed one year, unless after a review it is determined that:

- The student is a threat to the safety of other students or district employees, or
- Extended placement is in the best interest of the student.

Emergency Expulsion Procedures

When an emergency expulsion is necessary to protect persons or property from imminent harm, the student shall be given verbal notice of the reason for the action. Emergency expulsion may be ordered based on a single incident of behavior by the student. Within 10 days after the date of the emergency expulsion, the student shall be given appropriate due process required for a student facing expulsion.

STRIVE (DAEP) Placement of Expelled Students

The district may provide educational services to any expelled student in a STRIVE (DAEP); however, educational services in the STRIVE (DAEP) must be provided if the student is less than 10 years of age.

Transition Services

In accordance with law and district procedures, campus staff shall provide transition services for a student returning to the regular classroom from placement in an alternative education program, including a STRIVE (DAEP) or JJAEP. See policies FOCA(LEGAL) and FODA(LEGAL) for more information.

Certain Felonies

Regardless of whether STRIVE (DAEP) placement or expulsion is required or permitted by one of the reasons in the STRIVE (DAEP) Placement or Expulsion sections, in accordance with Education Code 37.0081, a student may be expelled and placed in either STRIVE (DAEP) or JJAEP if the board or CBC makes certain findings and the following circumstances exist in relation to aggravated robbery or a felony offense under Title 5 [see Glossary] of the Penal Code. The student must have:

- Received deferred prosecution for conduct defined as aggravated robbery or a Title 5 felony offense;
- Been found by a court or jury to have engaged in delinquent conduct for conduct defined as aggravated robbery or a Title 5 felony offense;
- Been charged with engaging in conduct defined as aggravated robbery or a Title 5 felony offense;
- Been referred to a juvenile court for allegedly engaging in delinquent conduct for conduct defined as aggravated robbery or a Title 5 felony offense; or
- Received probation or deferred adjudication or have been arrested for, charged with, or convicted of aggravated robbery or a Title 5 felony offense.

The district may expel the student and order placement under these circumstances regardless of:

1. The date on which the student's conduct occurred;
2. The location at which the conduct occurred;
3. Whether the conduct occurred while the student was enrolled in the district; or
4. Whether the student has successfully completed any court disposition requirements imposed in connection with the conduct.

Hearing and Required Findings

The student must first have a hearing before the board or its designee, who must determine that in addition to the circumstances above that allow for the expulsion, the student's presence in the regular classroom:

1. Threatens the safety of other students or teachers;
2. Will be detrimental to the educational process; or
3. Is not in the best interest of the district's students.

Any decision of the board or the board's designee under this section is final and may not be appealed.

Length of Placement

The student is subject to the placement until:

1. The student graduates from high school;
2. The charges are dismissed or reduced to a misdemeanor offense; or
3. The student completes the term of the placement or is assigned to another program.

Placement Review

A student placed in a STRIVE (DAEP) or JJAEP under this section is entitled to a review of his or her status, including academic status, by the CBC or board's designee at intervals not to exceed 120 days. In the case of a high school student, the student's progress toward graduation and the student's graduation plan shall also be reviewed. At the review, the student or the student's parent shall have the opportunity to present arguments for the student's return to the regular classroom or campus.

Newly Enrolled Students

A student who enrolls in the district before completing a placement under this section from another school district must complete the term of the placement.

Glossary

Abuse is improper or excessive use.

Aggravated robbery is defined in part by [Penal Code 29.03\(a\)](#) as when a person commits robbery and:

1. Causes serious bodily injury to another;
2. Uses or exhibits a deadly weapon; or
3. Causes bodily injury to another person or threatens or places another person in fear of imminent bodily injury or death, if the other person is:
 - a. 65 years of age or older; or
 - b. A disabled person.

Antisemitism is defined by [Government Code section 448.001](#) as a certain perception of Jews that may be expressed as hatred toward Jews. The term includes rhetorical and physical acts of antisemitism directed toward Jewish or non-Jewish individuals or their property or toward Jewish community institutions and religious facilities. Examples of antisemitism are included with the International Holocaust Remembrance Alliance's "Working Definition of Antisemitism" adopted on May 26, 2016.

Armor-piercing ammunition is defined by [Penal Code 46.01](#) as handgun ammunition used in pistols and revolvers and designed primarily for the purpose of penetrating metal or body armor.

Arson is defined in part by [Penal Code 28.02](#) as a crime that involves:

1. Starting a fire or causing an explosion with intent to destroy or damage:
 - a. Any vegetation, fence, or structure on open-space land; or
 - b. Any building, habitation, or vehicle:
 - (1) Knowing that it is within the limits of an incorporated city or town;
 - (2) Knowing that it is insured against damage or destruction;
 - (3) Knowing that it is subject to a mortgage or other security interest;
 - (4) Knowing that it is located on property belonging to another;
 - (5) Knowing that it has located within it property belonging to another;
or
 - (6) When the person starting the fire is reckless about whether the burning or explosion will endanger the life of some individual or the safety of the property of another.
2. Recklessly starting a fire or causing an explosion while manufacturing or attempting to manufacture a controlled substance if the fire or explosion damages any building, habitation, or vehicle; or
3. Intentionally starting a fire or causing an explosion and in so doing:
 - a. Recklessly damaging or destroying a building belonging to another; or

- b. Recklessly causing another person to suffer bodily injury or death.

Assault is defined in part by [Penal Code 22.01](#) as intentionally, knowingly, or recklessly causing bodily injury to another; intentionally or knowingly threatening another with imminent bodily injury; or intentionally or knowingly causing physical contact with another that can reasonably be regarded as offensive or provocative.

Breach of computer security includes knowingly accessing a computer, computer network, or computer system without the effective consent of the owner as defined in [Penal Code 33.02](#), if the conduct involves accessing a computer, computer network, or computer system owned by or operated on behalf of a school district and the student knowingly alters, damages, or deletes school district property or information or commits a breach of any other computer, computer network, or computer system.

Bullying is defined as a single significant act or a pattern of acts by one or more students directed at another student that exploits an imbalance of power and involves engaging in written or verbal expression, expression through electronic means, or physical conduct that:

1. Has the effect or will have the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm to the student's person or damage to the student's property;
2. Is sufficiently severe, persistent, or pervasive enough that the action or threat creates an intimidating, threatening, or abusive educational environment for a student;
3. Materially and substantially disrupts the educational process or the orderly operation of a classroom or school; or
4. Infringes on the rights of the victim at school.

Bullying includes cyberbullying. (See below.) This state law on bullying prevention applies to:

1. Bullying that occurs on or is delivered to school property or to the site of a school-sponsored or school-related activity on or off school property;
2. Bullying that occurs on a publicly or privately owned school bus or vehicle being used for transportation of students to or from school or a school-sponsored or school-related activity; and
3. Cyberbullying that occurs off school property or outside of a school-sponsored or school-related activity if the cyberbullying interferes with a student's educational opportunities or substantially disrupts the orderly operation of a classroom, school, or school-sponsored or school-related activity.

Chemical dispensing device is defined by [Penal Code 46.01](#) as a device designed, made, or adapted for the purpose of dispensing a substance capable of causing an adverse psychological or physiological effect on a human being. A small chemical dispenser sold commercially for personal protection is not in this category.

Club is defined by [Penal Code 46.01](#) as an instrument, specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person

with the instrument, and includes but is not limited to a blackjack, nightstick, mace, and tomahawk.

Controlled substance means a substance, including a drug, an adulterant, and a dilutant, listed in [Schedules I through V or Penalty Group 1, 1-A, 1-B, 2, 2-A, 3, or 4 of the Texas Controlled Substances Act](#). The term includes the aggregate weight of any mixture, solution, or other substance containing a controlled substance. The term does not include hemp, as defined by [Agriculture Code 121.001](#), or the tetrahydrocannabinols (THC) in hemp.

Criminal street gang is defined by [Penal Code 71.01](#) as three or more persons having a common identifying sign or symbol or an identifiable leadership who continuously or regularly associate in the commission of criminal activities.

Cyberbullying is defined by [Education Code 37.0832](#) as bullying that is done through the use of any electronic communication device, including through the use of a cellular or other type of telephone, a computer, a camera, electronic mail, instant messaging, text messaging, a social media application, an internet website, or any other internet-based communication tool.

Dangerous drug is defined by [Health and Safety Code 483.001](#) as a device or a drug that is unsafe for self-medication and that is not included in [Schedules I through V or Penalty Groups 1 through 4 of the Texas Controlled Substances Act](#). The term includes a device or drug that federal law prohibits dispensing without prescription or restricts to use by or on the order of a licensed veterinarian.

Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control another person in the relationship. Dating violence also occurs when a person commits these acts against a person in a marriage or dating relationship with the individual who is or was once in a marriage or dating relationship with the person committing the offense, as defined by [Section 71.0021 of the Family Code](#).

Deadly conduct under [Penal Code 22.05](#) occurs when a person recklessly engages in conduct that places another in imminent danger of serious bodily injury, such as knowingly discharging a firearm in the direction of an individual, habitation, building, or vehicle.

Deferred adjudication is an alternative to seeking a conviction in court that may be offered to a juvenile for delinquent conduct or conduct indicating a need for supervision.

Deferred prosecution may be offered to a juvenile as an alternative to seeking a conviction in court for delinquent conduct or conduct indicating a need for supervision.

Delinquent conduct is conduct that violates either state or federal law and is punishable by imprisonment or confinement in jail. It includes conduct that violates certain juvenile court orders, including probation orders, but does not include violations of traffic laws.

Discretionary means that something is left to or regulated by a local decision maker.

E-cigarette means an electronic cigarette or any other device that simulates smoking by using a mechanical heating element, battery, or electronic circuit to deliver nicotine

or other substances to the individual inhaling from the device or a consumable liquid solution or other material aerosolized or vaporized during the use of an electronic cigarette or other device described by this provision. The term includes any device that is manufactured, distributed, or sold as an e-cigarette, e-cigar, or e-pipe or under another product name or description and a component, part, or accessory for the device, regardless of whether the component, part, or accessory is sold separately from the device.

Explosive weapon is defined by [Penal Code 46.01](#) as any explosive or incendiary bomb, grenade, rocket, or mine and its delivery mechanism that is designed, made, or adapted for the purpose of inflicting serious bodily injury, death, or substantial property damage, or for the principal purpose of causing such a loud report as to cause undue public alarm or terror.

False alarm or report under [Penal Code 42.06](#) occurs when a person knowingly initiates, communicates, or circulates a report of a present, past, or future bombing, fire, offense, or other emergency that he or she knows is false or baseless and that would ordinarily:

1. Cause action by an official or volunteer agency organized to deal with emergencies;
2. Place a person in fear of imminent serious bodily injury; or
3. Prevent or interrupt the occupation of a building, room, or place of assembly.

Firearm is defined by [federal law \(18 U.S.C. 921\(a\)\)](#) as:

1. Any weapon (including a starter gun) that will, is designed to, or may readily be converted to expel a projectile by the action of an explosive;
2. The frame or receiver of any such weapon;
3. Any firearm muffler or firearm silencer, defined as any device for silencing, muffling, or diminishing the report of a portable firearm; or
4. Any destructive device, such as any explosive, incendiary or poison gas bomb, or grenade.

Such term does not include an antique firearm.

Graffiti includes markings with paint, an indelible pen or marker, or an etching or engraving device on tangible property without the effective consent of the owner. The markings may include inscriptions, slogans, drawings, or paintings.

Handgun is defined by [Penal Code 46.01](#) as any firearm that is designed, made, or adapted to be fired with one hand.

Harassment includes:

1. Conduct that meets the definition established in district policies DIA(LOCAL) and FFH(LOCAL);
2. Conduct that threatens to cause harm or bodily injury to another person, including a district student, employee, board member, or volunteer; is sexually intimidating; causes physical damage to the property of another student; subjects

another student to physical confinement or restraint; or maliciously and substantially harms another student's physical or emotional health or safety, as defined in [Education Code 37.001\(b\)\(2\)](#); or

3. Conduct that is punishable as a crime under [Penal Code 42.07](#), including the following types of conduct if carried out with the intent to harass, annoy, alarm, abuse, torment, or embarrass another:
 - a. Initiating communication and, in the course of the communication, making a comment, request, suggestion, or proposal that is obscene, as defined by law;
 - b. Threatening, in a manner reasonably likely to alarm the person receiving the threat, to inflict bodily injury on the person or to commit a felony against the person, a member of the person's family or household, or the person's property;
 - c. Conveying, in a manner reasonably likely to alarm the person receiving the report, a false report, which is known by the conveyor to be false, that another person has suffered death or serious bodily injury;
 - d. Causing the telephone of another to ring repeatedly or making repeated telephone communications anonymously or in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another;
 - e. Making a telephone call and intentionally failing to hang up or disengage the connection;
 - f. Knowingly permitting a telephone under the person's control to be used by another to commit an offense under this section;
 - g. Sending repeated electronic communications in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another;
 - h. Publishing on an internet website, including a social media platform, repeated electronic communications in a manner reasonably likely to cause emotional distress, abuse, or torment to another person, unless the communications are made in connection with a matter of public concern, as defined by law; or
 - i. Making obscene, intimidating, or threatening telephone calls or other electronic communications from a temporary or disposable telephone number provided by an internet application or other technological means.

Hazing is defined by [Education Code 37.151](#) as an intentional, knowing, or reckless act, on or off campus, by one person alone or acting with others, directed against a student for the purpose of pledging, initiation into, affiliation with, holding office in, or maintaining membership in a student organization if the act meets the elements in [Education Code 37.151](#), including:

1. Any type of physical brutality;

2. An activity that subjects the student to an unreasonable risk of harm or that adversely affects the student's mental or physical health, such as sleep deprivation, exposure to the elements, confinement to small spaces, calisthenics, or consumption of food, liquids, drugs, or other substances;
3. An activity that induces, causes, or requires the student to perform a duty or task that violates the Penal Code; or
4. Coercing a student to consume a drug or alcoholic beverage in an amount that would lead a reasonable person to believe the student is intoxicated.

Hit list is defined in [Education Code 37.001\(b\)\(3\)](#) as a list of people targeted to be harmed, using a firearm, a knife, or any other object to be used with intent to cause bodily harm.

Improvised explosive device is defined by [Penal Code 46.01](#) as a completed and operational bomb designed to cause serious bodily injury, death, or substantial property damage that is fabricated in an improvised manner using nonmilitary components.

Indecent exposure is defined by [Penal Code 21.08](#) as an offense that occurs when a person exposes the person's anus or any part of the person's genitals with intent to arouse or gratify the sexual desire of any person, and is reckless about whether another is present who will be offended or alarmed by the act.

Intimate visual material is defined by [Civil Practices and Remedies Code 98B.001](#) and [Penal Code 21.16](#) as visual material that depicts a person with the person's intimate parts exposed or engaged in sexual conduct. "Visual material" means any film, photograph, video tape, negative, or slide of any photographic reproduction or any other physical medium that allows an image to be displayed on a computer or other video screen and any image transmitted to a computer or other video screen.

Location-restricted knife is defined by [Penal Code 46.01](#) as a knife with a blade over five and one-half inches.

Knuckles means any instrument consisting of finger rings or guards made of a hard substance and designed or adapted for inflicting serious bodily injury or death by striking a person with a fist enclosed in the knuckles.

Look-alike weapon means an item that resembles a weapon but is not intended to be used to cause serious bodily injury.

Machine gun as defined by [Penal Code 46.01](#) is any firearm that is capable of shooting more than two shots automatically, without manual reloading, by a single function of the trigger.

Mandatory means that something is obligatory or required because of an authority.

Paraphernalia are devices that can be used for inhaling, ingesting, injecting, or otherwise introducing a controlled substance into a human body.

Personal Communication Device means a telephone, cell phone such as a smartphone or flip phone, tablet, smartwatch, radio device, paging device, or any other electronic device capable of telecommunication or digital communication.

Possession means to have an item on one's person or in one's personal property, including, but not limited to:

1. Clothing, purse, or backpack;
2. A private vehicle used for transportation to or from school or school-related activities, including, but not limited to, an automobile, truck, motorcycle, or bicycle;
3. Personal communication devices or electronic devices; or
4. Any school property used by the student, including, but not limited to, a locker or desk.

Prohibited weapon under [Penal Code 46.05\(a\)](#) means:

1. The following items, unless registered with the U.S. Bureau of Alcohol, Tobacco, Firearms, and Explosives or otherwise not subject to that registration requirement or unless the item is classified as a curio or relic by the U.S. Department of Justice:
 - a. An explosive weapon; or
 - b. A machine gun.
2. Armor-piercing ammunition;
3. A chemical dispensing device;
4. A zip gun;
5. A tire deflation device; or
6. An improvised explosive device.

Public Lewdness is defined by [Penal Code 21.07](#) as an offense that occurs when a person knowingly engages in an act of sexual intercourse, deviate sexual intercourse, or sexual contact in a public place or, if not in a public place, when the person is reckless about whether another is present who will be offended or alarmed by the act.

Public school fraternity, sorority, secret society, or gang means an organization composed wholly or in part of students that seeks to perpetuate itself by taking additional members from the students enrolled in school based on a decision of its membership rather than on the free choice of a qualified student. Educational organizations listed in [Education Code 37.121\(d\)](#) are excepted from this definition.

Reasonable belief is that which an ordinary person of average intelligence and sound mind would believe. Chapter 37 requires certain disciplinary decisions when the superintendent or designee has a reasonable belief that a student engaged in conduct punishable as a felony offense. In forming such a reasonable belief, the superintendent or designee may use all available information and must consider the information furnished in the notice of a student's arrest under [Code of Criminal Procedure Article 15.27](#).

Self-defense is the use of force against another to the degree a person reasonably believes is immediately necessary to protect himself or herself.

Serious misbehavior means:

1. Deliberate violent behavior that poses a direct threat to the health or safety of others;
2. Extortion, meaning the gaining of money or other property by force or threat;
3. Conduct that constitutes coercion, as defined by [Penal Code Section 1.07](#); or
4. Conduct that constitutes the offense of:
 - a. Public lewdness under [Penal Code 21.07](#);
 - b. Indecent exposure under [Penal Code 21.08](#);
 - c. Criminal mischief under [Penal Code 28.03](#);
 - d. Hazing under [Education Code 37.152](#); or
 - e. Harassment under [Penal Code 42.07\(a\)\(1\)](#) of a student or district employee.

Serious or persistent misbehavior includes, but is not limited to:

- Behavior that is grounds for permissible expulsion or mandatory STRIVE (DAEP) placement.
- Behavior identified by the district as grounds for discretionary STRIVE (DAEP) placement.
- Actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Refusal to attempt or complete schoolwork as assigned.
- Insubordination.
- Profanity, vulgar language, or obscene gestures.
- Leaving school grounds without permission.
- Falsification of records, passes, or other school-related documents.
- Refusal to accept discipline assigned by the teacher or principal.

Short-barrel firearm is defined by [Penal Code 46.01](#) as a rifle with a barrel length of less than 16 inches or a shotgun with a barrel length of less than 18 inches, or any weapon made from a rifle or shotgun that, as altered, has an overall length of less than 26 inches.

Terroristic threat is defined by [Penal Code 22.07](#) as a threat of violence to any person or property with intent to:

1. Cause a reaction of any type by an official or volunteer agency organized to deal with emergencies;
2. Place any person in fear of imminent serious bodily injury;

3. Prevent or interrupt the occupation or use of a building; room, place of assembly, or place to which the public has access; place of employment or occupation; aircraft, automobile, or other form of conveyance; or other public place;
4. Cause impairment or interruption of public communications; public transportation; public water, gas, or power supply; or other public service;
5. Place the public or a substantial group of the public in fear of serious bodily injury; or
6. Influence the conduct or activities of a branch or agency of the federal government, the state, or a political subdivision of the state (including the district).

Tire deflation device is defined in part by [Penal Code 46.01](#) as a device, including a caltrop or spike strip, that, when driven over, impedes or stops the movement of a wheeled vehicle by puncturing one or more of the vehicle's tires.

Title 5 felonies are those crimes listed in [Title 5 of the Penal Code](#) that typically involve injury to a person and may include:

- Murder, manslaughter, or homicide under [Sections 19.02–.05](#);
- Kidnapping under [Section 20.03](#);
- Trafficking of persons under [Section 20A.02](#);
- Smuggling or continuous smuggling of persons under [Sections 20.05–.06](#);
- Assault under [Section 22.01](#);
- Aggravated assault under [Section 22.02](#);
- Sexual assault under [Section 22.011](#);
- Aggravated sexual assault under [Section 22.021](#);
- Unlawful restraint under [Section 20.02](#);
- Continuous sexual abuse of a young child or disabled individual under [Section 21.02](#);
- Bestiality under [Section 21.09](#);
- Improper relationship between educator and student under [Section 21.12](#);
- Voyeurism under [Section 21.17](#);
- Indecency with a child under [Section 21.11](#);
- Invasive visual recording under [Section 21.15](#);
- Disclosure or promotion of intimate visual material under [Section 21.16](#);
- Sexual coercion under [Section 21.18](#);
- Injury to a child, an elderly person, or a disabled person of any age under [Section 22.04](#);

- Abandoning or endangering a child under [Section 22.041](#);
- Deadly conduct under [Section 22.05](#);
- Terroristic threat under [Section 22.07](#);
- Aiding a person to die by suicide under [Section 22.08](#); and
- Tampering with a consumer product under [Section 22.09](#).

Under the influence means lacking the normal use of mental or physical faculties. Impairment of a person's physical or mental faculties may be evidenced by a pattern of abnormal or erratic behavior, the presence of physical symptoms of drug or alcohol use, or by admission. A student "under the in-fluence" need not be legally intoxicated to trigger disciplinary action.

Use means voluntarily introducing into one's body, by any means, a prohibited substance.

Zip gun is defined by [Penal Code 46.01](#) as a device or combination of devices that was not originally a firearm and is adapted to expel a projectile through a smooth-bore or rifled-bore barrel by using the energy generated by an explosion or burning substance.

VII.E. 2025-2026 Compensation Manual

**Cedar Hill Independent School District
BOARD OF TRUSTEES**

Meeting Date: **July 21, 2025**

Presented by: **Dr. Maria Gamell, Superintendent of Schools**

Subject: **2025-2026 Compensation Plan**

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Action

BACKGROUND INFORMATION:

Board Policy DEA (LOCAL) defines that the Superintendent shall provide and recommend to the Board compensation plans for all District employees. The Administration submits the updated 2025-2026 Compensation Manual for your approval.

RECOMMENDATION:

NA

BOARD ACTION REQUIRED:

Motion to approve the 2025-2026 Compensation Plan as presented and include the following increase as allocated through House Bill 2 _____.

POLICY AUTHORIZATION:

DEA (LOCAL)

CONTACT PERSON(S):

Ms. Judith Aguilar, Executive Director of Human Resources

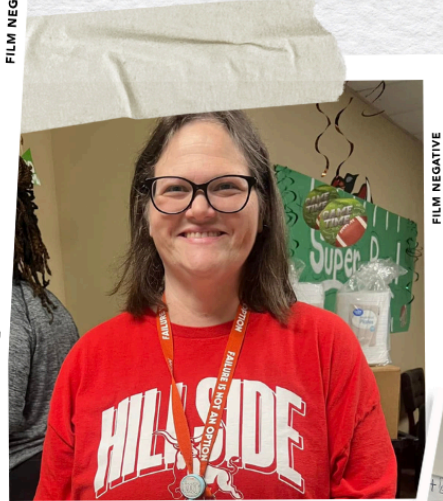
FUNDING SOURCE:

The 2025-2026 budget contains provisions for the payment of wages, salary, stipends, benefits, and incentives as provided in the district budget per the CHISD compensation plan.

ENCLOSURES:

Under separate cover.

2025-26



COMPENSATION MANUAL

CEDAR HILL INDEPENDENT SCHOOL DISTRICT

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CEDAR HILL ISD

MISSION, VISION, MOTTO & GOALS

Mission

To develop resilient scholars who excel academically and are empowered to serve

Vision

Unlocking every Longhorn's potential

Motto

Educate. Empower. Inspire.

Student Outcome Goals

Goal # 1- Increase the percentage of scholars graduating College, Career, & Military ready

Goal # 2- Increase the percentage of 3rd grade (all students) scholars reading at or above grade level

Goal # 3- Increase the percentage of Algebra 1 scholars scoring Meets or Above

Goal # 4- Increase the percentage of scholars participating in extra-curricular or co-curricular activities



CEDAR HILL ISD

COMPENSATION PROGRAM

The function of the Human Resources Department is to direct the strategic planning, design, implementation, administration, and communication of all district compensation programs, ensuring the programs are aligned with the district's strategy and culture.

Responsibilities of the Human Resource Department Include:

1. Overseeing the design, implementation, and administration of compensation programs.
2. Recommending and administering policies and procedures to ensure competitive and consistent compensation practices and ensuring adherence to the compensation philosophy.
3. Researching and evaluating district needs and market trends for the purpose of ensuring the district's compensation programs are competitive and provide the ability to attract, engage, and motivate highly qualified employees.
4. Strategizing and consulting with senior leadership to educate employees regarding the compensation programs.
5. Continually evaluate compensation practices to ensure adherence to the compensation philosophy by conducting market pricing surveys:
 - a. Pay Scale
 - b. Texas Association of School Boards (TASB)
 - c. Other targeted surveys
6. Developing and maintaining competitive salary structures.
7. Performing job evaluations (in conjunction with TASB as needed) to determine the appropriate grade for each job, taking into consideration:
 - a. Job description(s)
 - b. Market data
 - c. Internal equity
 - d. Preservation of consistency between departments
 - e. Interviews with department or campus leader and/or other key employees
8. Collaborating with managers to review the duties performed by each of their employees in developing or revising job descriptions.
9. Considering the various types of pay decisions, and making appropriate pay recommendations with the following considerations:
 - a. Market data
 - b. District issue/need
 - c. Individual future potential and likely future jobs
 - d. Need for specific, or specialized skill set
 - e. Pay of others on the same career track
 - f. Budget requirements and constraints
10. Conducting compensation reviews, as needed. Compensation reviews for individual employees must be initiated through the employee's manager.
11. Referring all policy and procedure exceptions to the Assistant Superintendent of Human Resources.

2025-26



COMPENSATION STRUCTURE

CEDAR HILL ISD

COMPENSATION POLICY

Board Policy [DEA Local](#)

The Superintendent shall recommend an annual compensation plan for all district employees. The compensation plan may include wage and salary structure, stipends, benefits, and incentives. The Superintendent shall administer the compensation plans consistent with the annual approved budget by the Board and administrative guidelines.

Pay Administration

Board Policy [DEA Local](#)

The Superintendent shall implement the compensation plan and establish procedures for plan administration consistent with the budget. The Superintendent or designee shall classify each job title within the compensation plan based on the qualifications, duties, and market value of the position.

Compensation Framework

Cedar Hill Independent School District's compensation plan is made up of salary pay grades with respective ranges as well as supplemental earnings and benefit programs that are approved by the Board of Trustees. Salary ranges are determined by market rates for benchmark positions. To ensure that salary ranges are competitive with the market, the Human Resources Department conducts market research to inform current compensation levels for comparable positions. Employees are paid according to the pay range for their respective positions.

Cedar Hill ISD pay groups are:

- Auxiliary
- Administrative
- Counselor
- Paraprofessional
- Police & Security
- Support Professional
- Teacher, Librarian, & Nurse
- Transportation



The Human Resources Department, with TASB's support, determines the compensatory value of a position by conducting systematic comparisons of positions to assess relative internal and external value. After the systematic comparison is complete, a position is assigned an associated pay grade. Pay grades are used to group positions that have approximately the same relative internal value based on compensatory factors (job descriptions, market data, internal equity, district consistency, and administrative input are all considered when performing job evaluations).

Annual Earnings vs. Annualized Salary

Annual Earnings – the actual amount an employee earns in a year. It is figured retroactively or after the earnings have been paid. It differs from annualized earnings as it is NOT an estimate of what may happen, it is a record of what did happen.

Annualized Salary – Employees of Cedar Hill ISD are annualized based on either days or hours worked per school year over the remaining checks for the school year. An annualized salary is useful for employees who do not work a full year, such as teachers, and for employees who work part of each year on a salaried basis. Annualization is the process of spreading the payments out to the employee over the entire year, though the salary is only earned for part of the year. This gives the employee a steady paycheck when they are not working. Employees who are considered hourly and are paid on a biweekly basis will not be paid on an annualized basis, therefore they will be paid on actual hours worked for the pay period.

Compensatory Pay (Comp Time)

Board Policy [DEAB Local](#) .

Non-exempt employees (annualized salary payments) receive compensatory time off, rather than overtime pay at a rate of no less than one and one-half hours for each overtime hour worked in lieu of overtime pay. Work weeks that include holiday and/or approved time off in excess of forty (40) hours are paid at a rate of one hour until the time off or holiday hours have been exceeded. Supervisors of non-exempt employees shall ensure there is documented approval of the employees working a schedule beyond their normal working hours and the nature of the work performed. All compensatory time should be used by the end of the fiscal year (June 30) or the supervisor should be accountable for the budget to pay out the compensatory time as earned.

Pay Increases

Board Policy [DEA Local](#)

The Superintendent shall recommend to the Board an amount for employee pay increases as part of the annual budget. The Superintendent or designee shall determine pay adjustments for individual employees, within the approved budget following established procedures.



Compensation Philosophy and Objectives

Cedar Hill ISD pay systems shall be designed and managed for the following purposes:

- Offer competitive pay to attract and retain highly qualified personnel
- Provide internal pay equity for job responsibilities
- Reward continued service to the district
- Manage payroll expenses effectively

Pay Systems

Employee pay systems are designed and administered for the purpose of attracting and retaining qualified employees to achieve the goals of the district. The Human Resources Department recommends the development, maintenance, and administration of employee pay systems in accordance with Board policies, governmental laws, and regulations.

All district jobs are assigned a pay grade that establishes the minimum to maximum pay range for the position. Jobs are assigned to pay grades based on the following factors:

- Job qualifications and required skills
- Job duties and responsibilities defined by the district
- Competitive job market prices

Pay ranges are reviewed annually and adjusted periodically. Employee salaries will be adjusted based on the pay increase budget and pay raise guidelines as approved by the Board of Trustees each year.

Job Descriptions

Job descriptions are an essential function in the administration of a compensation system. Accurate, complete, and job descriptions are collected and maintained by the Human Resources Department. This includes job descriptions that address job qualifications, primary purpose, major duties, responsibilities, and working conditions. Job titles will be reviewed by the Human Resources Department to maintain a logical job titling scheme that consistently describes the level and nature of work.



Exemption Status

All jobs will be classified as exempt or nonexempt per the requirements of the Fair Labor Standards Act (FLSA) and documented in the job description. The Human Resources Department determines the classification of each position based on the assigned job duties. To be exempt, the employee's primary duties must meet the requirements defined by the federal regulations of the Executive, Administrative, or Professional exemption test or be a teacher, and the employee must be compensated on a salary basis. All employees who do not meet the legal requirements for exemption are classified as non exempt or hourly.

Job Classification

Job classification determines the assigned pay range for a job. Job classification is based on job requirements, assigned duties, and market value. All jobs are classified based on common factors that show the relative level of knowledge and skill requirements, the complexity of assigned duties, job accountability, and working conditions. The Human Resources Department collects job information, evaluates jobs for classification purposes, and assigns jobs to pay grades. The Superintendent or designee has final authority concerning job classifications.

Determining Factors in Classifying Jobs

Freedom to Act - Authority, autonomy, independence of action, the degree to which job tasks are dictated by policy, procedures, manuals, supervisor, or department.

Complexity - Problem-solving skills are assessed based on two scales; one, the types of problems encountered from routine to most difficult and two, the knowledge required to solve them from simple recognition and referral to devising solutions based on interpretation of policy and understanding of departmental objectives.

Consequences of Error - Measures the impact of errors made in the course of work and the consequence of error according to magnitude of errors.

Scope - The variety of work assigned, the degree of district skills required to complete the work, the knowledge of district units inside or outside the district and the diversity of deadlines and priorities governing the work.

Supervisory Responsibilities - Number, types, and level of positions supervised, functions supervised, the degree of supervisory authority, complexity and diversity of work supervised.

Responsibility for Resources - The extent of the resources for which the employee has responsibility including, but not limited to, human, financial, facilities, material, and information systems.

Communications - Types of verbal and written communications; what information typically is responsible for communicating and method of delivery.

"Majority Rule" - Classification title and level are dependent primarily on where the majority (50% or more) of a job duty lies.

Classification of New Positions

Prior to posting, new positions must have a written job description created collaboratively by the Human Resources Department and the hiring manager. The Human Resources Department will determine the pay grade classification of new positions based on the job description, qualifications required, and market value. New positions must be classified in the pay system prior to hiring new employees.

Common Misconceptions about Job Classification

The employee on the line was cordial, clear and direct: "I just got my degree, so when do I get reclassified?" This call represents a common misconception about the district's classification system. Classification is based solely upon the duties assigned to a position, not the qualifications of the incumbent. Put simply, the JOB is classified, not the employee. Besides educational attainment, other person-related factors that are not taken into consideration when classifying a position's job level include:

Longevity – The length of time the employee has worked at the district may positively affect performance on the job, however, it is not a factor used in determining the position level.

Speed – How fast an employee works or how much is produced compared to others is a factor in performance, not job classification.

Retention – "She's been offered a promotion", more than one supervisor has commented, "If I can't match it, I'll lose my best employee." While this dilemma is understandable, the fear of losing an employee cannot be considered in classification decisions for job level.

Financial Need – "I just bought a new home, my daughter's a sophomore at UT, I need a new car and my dog is sick." Financial need is universal, and classification cannot include personal finances as a consideration.

Dedication – We often hear about employees who, "Always arrive early, leave late, never take breaks, work weekends, etc." Again, this is a performance issue and should be addressed during reviews.

Personality – Ability to work in unusual conditions and with difficult co-workers is not a factor to be considered when classifying a position. Unique skill and/or ability required for a position is considered and should be spelled out in the job description.

Future Projects – Duties currently performed; not future assigned duties are considered in job evaluation.

What are some of the factors taken into consideration when making classification decisions?

In brief, classification is based upon several factors: the nature, variety, and difficulty of the duties; the responsibility for staff and resources; the knowledge and originality required for the position; and the authority and relative autonomy of the position (see previous section "Determining Factors in Classifying Jobs")

Job Reclassification

A job reclassification occurs when a position is moved to a higher or lower pay range. Jobs may be reclassified because of a significant and sustained change in job duties assigned, a need to improve internal pay equity or change in the competitive job market.

All positions, except for teachers, librarians, substitutes, and part-time temporary employees are assigned to pay grades based on the level of skill, effort, and responsibility required for the job assignment. The Human Resources Department will classify new positions or reclassify existing positions as necessary based on job requirements and comparability to other positions in the district or in the marketplace.

Pay Increase Budget

The Superintendent recommends a budget for pay increases as part of the annual budget process. Budget recommendations for pay increases are based on available revenue, statutory requirements, competitive job markets, and district compensation objectives. Salary schedules or placement guidelines do not imply or assure similar salary increases in subsequent years.



The pay increase budget recommended by the Superintendent may include adjustments to remedy internal or external pay equity problems, or to compensate an employee for a significant change in job responsibilities.

General Pay Increases and Eligibility

Employee salaries and wages will be reviewed annually for adjustment. General Pay Increase (GPI) is based upon the annual budget approved by the Board of Trustees and given to employees to compensate for continued service to the district.

To receive a general pay increase, an employee must be in “ active status” or on an approved leave of absence for at least 90 calendar days prior to July 1 of the fiscal year. Exceptions require authorization by the Superintendent or designee. The general pay increase is reflected on the first paycheck of the school year for each pay group. Employees will be able to view their 2025-2026 pay rates in the Skyward Employee portal one to two weeks prior to their first paycheck of the school year.

Salary Placement of New Hires

Salaries are determined by an employee’s total years of relevant work experience as defined at the time of employment. Salary guides are developed and approved annually and do not represent or imply future pay increases or salary guarantees.

The starting salary is determined individually based on job-related experience and salaries paid to peer employees in the same position with similar experience. No employee will be placed below the minimum of the pay range. Salary recommendations for new hires may be adjusted upward by the Human Resources Department for hard-to-fill positions or to recognize extraordinary knowledge and skills, qualifications, or technical certifications.

Salary Adjustment Qualifications

It is the responsibility of the employee to submit original service records and official transcripts at the time of hire. Employees who provide service records with verifiable, creditable experience may receive a review for a potential salary adjustment if a request for a salary adjustment is submitted to the Human Resources Department. The initial request for salary adjustment, along with service records, must be submitted to the Human Resources Department *no later than 3 months following the date of hire*. Service records received after this date will not be eligible for salary adjustment review unless the position falls below the statutory minimum.

Promotion Defined

A promotion occurs when an employee is typically assigned to a different job in a higher pay grade and range. Pay adjustments for promotions begin with the effective date of the new assignment. For promotions that take effect at the beginning of the school year, any general pay increase granted by the Board of Trustees will be applied to the new rate of pay resulting from the promotion. A promotion increase for employees is based on the current base salary less any stipends paid for supplemental duties. Certain promotions are considered “Career Path” movements.

These movements may or may not result in an increase to the employee's daily rate.

Demotion Defined

A demotion occurs when an employee is reassigned to a different job with less responsibility at a lower pay grade level. Demotions may be voluntary or involuntary. Position reclassification or general salary structure changes are not considered demotions. A reduction in pay because of a demotion is effective the first day of the next contract year. When a pay reduction is made for a demotion, pay adjustments may also be made for a longer or shorter work year associated with the change in assignment. Reductions in pay made because of a demotion take into consideration the new salary range as well as comparative equity with other employees currently in that job level.

Lateral Transfer

A lateral transfer is defined as movement into another job assigned to the same or equivalent pay grade. Lateral moves may involve a change of days (higher/lower); however, the equivalent daily pay rate remains the same. Lateral placements can also be classified as voluntary or involuntary. Lateral transfers are not eligible for salary increases, except for adjustments required to reflect the work calendar days of the new job.

Supplemental Pay

Supplemental pay (stipends and extra duty pay) represents a remuneration in addition to, but separate from, regular base salary. Supplemental pay is authorized on a year-to-year basis. Supplemental pay will be discontinued upon cessation of assignment, or upon the occurrence of an event which otherwise causes the employee to be ineligible to receive the supplemental pay. The employee must be able to fulfill their day-to-day duties along with the added responsibilities associated with the supplemental pay. Supplemental pay will be discontinued for employees who are not able to meet these expectations.

Procedures for Requesting a Pay Re-Classification

A pay classification review must be initiated by the job supervisor or the Compensation Department. Jobs previously submitted within the last 12 months and new jobs (1 year or less) are not eligible for review. Requests should be submitted to the Human Resources Department in January of each year to allow adequate time for budget considerations.

The supervisor may request a salary review during the annual budgeting process, typically beginning in January of each year. The appropriate division/department head must approve the submission of the request to the Human Resources Department. The supervisor's request must include a proposed job description and written explanation of changes in job duties and responsibilities along with [the Request for Position Revision/Conversion](#) form completed by the incumbent and supervisor. The request must be approved by the appropriate division head, Assistant Superintendent, or Superintendent.

The Human Resources Department will review the request and obtain additional job information, if needed. Additional information may be obtained by a written questionnaire, by interviewing the supervisor and/or employee(s), or by analyzing external job market information. The Human Resources Department will evaluate the job placement in the pay structure and prepare a written recommendation for pay grade assignment for the Superintendent's review.

Back Payment of Earnings

Employees are responsible for regularly reviewing the accuracy of their pay statement. A back payment occurs when the employee is paid less than the amount they should have been paid. If it is determined the back pay is due for duties performed with prior approval, the situation is rectified by paying the difference for the current fiscal year. For extra duty or supplemental pay, to review a request for back payment of earnings, written documentation must be submitted that shows the work was agreed upon by the supervisor prior to the work being performed. Underpayments will be reimbursed for the current fiscal year after being reviewed and confirmed by the Human Resources Department within sixty (60) days of the closed previous fiscal year (June 30) with approval from the Assistant Superintendent of Human Resources.

Overpayment

Employees are responsible for regularly reviewing the accuracy of their pay statement. An overpayment occurs if an employee is paid more than the amount that the employee should have been paid under the assigned pay grade

and/or any relevant supplemental pay. If discovered and/or reported in the current fiscal year, a payment plan may be developed for regular payroll deductions to recoup the overpayment. Generally, an overpayment will be paid in one pay cycle. However, if this creates an undue hardship, the district may develop a plan for regular payroll deductions in the same calendar year at the discretion of the district to ensure an accurate W-2 form.

Payroll Deduction

Policy [CFEA \(LEGAL\)](#)

Required Deductions:

Federal Withholding – Figured automatically by the income tax withholding percentage method according to the marital status and number of exemptions claimed on the W-4 Form.

Medicare – 1.45% of the gross salary will be deducted each pay period for any employee hired after March 31, 1986

Teacher Retirement – Published contribution rate times total gross salary deducted each pay period (per TRS September 1, 2024=8.25%). Deductions are on a pre-tax basis. These deductions are subject to change based on Texas Legislation.

TRS Retirement Insurance – Published contribution rate times total of gross salary deducted each pay period (per TRS September 1, 2024=0.65%). These deductions are subject to change based on Texas Legislation.

FICA Alternative Plan – Substitute/Temporary Staff Only – Effective 8/14/2004, 7.5% of total gross salary deducted each pay period on a pre-tax basis. Applicable only to those staff members who are not eligible for Teacher Retirement System (TRS) membership. The staff member will contribute to their own personal retirement savings account.

Other payroll deductions staff members may elect to include deductions for the staff members' share of premiums for health, dental, life, and vision insurance; annuities; and higher education savings plans. Staff members also may request payroll deduction for payment of membership dues for district recognized organizations and specific charitable groups. Salary deductions are automatically made for unauthorized or unpaid leave. It is the responsibility of the employee to submit requests for time off to their immediate supervisor and input any absences in the Skyward Employee Access portal.

Pay Information

Employees are responsible for ensuring their pay is accurate by reviewing their pay statement online in the Skyward Employee Access each time they get paid. It is important to review all information on each pay statement including name, social security number, pay rates, paid time off balance, and other information. The general pay Increase is reflected on the first paycheck of the school year for each pay group. Employees will be able to view their 2024-2025 pay rates in the Skyward Employee Access portal 1-2 weeks prior to their first paycheck of the school year.

Pay Dates

Pay dates are located on the Cedar Hill Independent School District website under Services & Departments > Business Office > Payroll. Payroll dates are board approved on an annual basis for each school year. Payroll dates can also be located on the following link: [PAYROLL SCHEDULE](#)





The salary ranges in this pay schedule do not reflect any statutorily required salary allotments enacted by the Texas Legislature in the 88th Session. The district reserves the right to adjust salary amounts for the 2025-2026 school year in response to legislative changes. The contents of this manual may be updated throughout the year at the discretion of the Superintendent to meet the operational needs of the district.

These salary ranges represent the minimum rate of base pay an employee can earn by position and grade. These are current rates and not a guarantee of future earnings. The salary ranges will be reviewed and updated on an annual basis. New offers of employment are based on comparable experience, as well as market competitive.

Teacher salaries are based on 10-month employment for the 2025-2026 school year. Salary plans are determined on an annual basis and salary advancement is not guaranteed. Pay increases are based on the annual pay raise budget approved by the Board of Trustees. Salaries are determined individually with consideration for job-related experience and credentials. Salary schedules cannot be used to compute future earnings.

CEDAR HILL ISD

TEACHERS PAY PLAN

Yrs. of Exp.	Base*	HB2	Total
0	\$ 60,000.00	\$ 500.00	\$ 60,500.00
1	\$ 60,300.00	\$ 1,000.00	\$ 61,300.00
2	\$ 60,600.00	\$ 1,500.00	\$ 62,100.00
3	\$ 60,900.00	\$ 2,500.00	\$ 63,400.00
4	\$ 61,200.00	\$ 2,500.00	\$ 63,700.00
5	\$ 61,500.00	\$ 5,500.00	\$ 67,000.00
6	\$ 61,800.00	\$ 5,500.00	\$ 67,300.00
7	\$ 62,100.00	\$ 5,500.00	\$ 67,600.00
8	\$ 62,400.00	\$ 5,500.00	\$ 67,900.00
9	\$ 62,700.00	\$ 5,500.00	\$ 68,200.00
10	\$ 63,000.00	\$ 5,500.00	\$ 68,500.00
11	\$ 63,300.00	\$ 5,500.00	\$ 68,800.00
12	\$ 63,600.00	\$ 5,500.00	\$ 69,100.00
13	\$ 63,900.00	\$ 5,500.00	\$ 69,400.00
14	\$ 64,200.00	\$ 5,500.00	\$ 69,700.00
15	\$ 64,500.00	\$ 5,500.00	\$ 70,000.00
16	\$ 64,800.00	\$ 5,500.00	\$ 70,300.00
17	\$ 65,100.00	\$ 5,500.00	\$ 70,600.00
18	\$ 65,400.00	\$ 5,500.00	\$ 70,900.00
19	\$ 65,700.00	\$ 5,500.00	\$ 71,200.00
20	\$ 66,000.00	\$ 5,500.00	\$ 71,500.00
21	\$ 66,300.00	\$ 5,500.00	\$ 71,800.00
22	\$ 66,600.00	\$ 5,500.00	\$ 72,100.00
23	\$ 66,900.00	\$ 5,500.00	\$ 72,400.00
24	\$ 67,200.00	\$ 5,500.00	\$ 72,700.00
25	\$ 67,500.00	\$ 5,500.00	\$ 73,000.00
26	\$ 67,800.00	\$ 5,500.00	\$ 73,300.00
27	\$ 68,100.00	\$ 5,500.00	\$ 73,600.00
28	\$ 68,400.00	\$ 5,500.00	\$ 73,900.00
29	\$ 68,700.00	\$ 5,500.00	\$ 74,200.00
30	\$ 69,000.00	\$ 5,500.00	\$ 74,500.00
31	\$ 69,100.00	\$ 5,500.00	\$ 74,600.00
32	\$ 69,400.00	\$ 5,500.00	\$ 74,900.00
33	\$ 69,700.00	\$ 5,500.00	\$ 75,200.00
34	\$ 70,000.00	\$ 5,500.00	\$ 75,500.00
35	\$ 70,100.00	\$ 5,500.00	\$ 75,600.00

*An additional \$1,000 for a Master degree and \$2,000 for Doctorate degree. (this is not per degree earned)

CEDAR HILL ISD

NURSES AND LIBRARIANS PAY PLAN

Yrs. of Exp.	Bachelor's	Master's	Doctorate
0	\$ 60,000.00	\$ 61,000.00	\$ 62,000.00
1	\$ 60,300.00	\$ 61,300.00	\$ 62,300.00
2	\$ 60,600.00	\$ 61,600.00	\$ 62,600.00
3	\$ 60,900.00	\$ 61,900.00	\$ 62,900.00
4	\$ 61,200.00	\$ 62,200.00	\$ 63,200.00
5	\$ 61,500.00	\$ 62,500.00	\$ 63,500.00
6	\$ 61,800.00	\$ 62,800.00	\$ 63,800.00
7	\$ 62,100.00	\$ 63,100.00	\$ 64,100.00
8	\$ 62,400.00	\$ 63,400.00	\$ 64,400.00
9	\$ 62,700.00	\$ 63,700.00	\$ 64,700.00
10	\$ 63,000.00	\$ 64,000.00	\$ 65,000.00
11	\$ 63,300.00	\$ 64,300.00	\$ 65,300.00
12	\$ 63,600.00	\$ 64,600.00	\$ 65,600.00
13	\$ 63,900.00	\$ 64,900.00	\$ 65,900.00
14	\$ 64,200.00	\$ 65,200.00	\$ 66,200.00
15	\$ 64,500.00	\$ 65,500.00	\$ 66,500.00
16	\$ 64,800.00	\$ 65,800.00	\$ 66,800.00
17	\$ 65,100.00	\$ 66,100.00	\$ 67,100.00
18	\$ 65,400.00	\$ 66,400.00	\$ 67,400.00
19	\$ 65,700.00	\$ 66,700.00	\$ 67,700.00
20	\$ 66,000.00	\$ 67,000.00	\$ 68,000.00
21	\$ 66,300.00	\$ 67,300.00	\$ 68,300.00
22	\$ 66,600.00	\$ 67,600.00	\$ 68,600.00
23	\$ 66,900.00	\$ 67,900.00	\$ 68,900.00
24	\$ 67,200.00	\$ 68,200.00	\$ 69,200.00
25	\$ 67,500.00	\$ 68,500.00	\$ 69,500.00
26	\$ 67,800.00	\$ 68,800.00	\$ 69,800.00
27	\$ 68,100.00	\$ 69,100.00	\$ 70,100.00
28	\$ 68,400.00	\$ 69,400.00	\$ 70,400.00
29	\$ 68,700.00	\$ 69,700.00	\$ 70,700.00
30	\$ 69,000.00	\$ 70,000.00	\$ 71,000.00
31	\$ 69,100.00	\$ 70,100.00	\$ 71,100.00
32	\$ 69,400.00	\$ 70,400.00	\$ 71,400.00
33	\$ 69,700.00	\$ 70,700.00	\$ 71,700.00
34	\$ 70,000.00	\$ 71,000.00	\$ 72,000.00
35	\$ 70,100.00	\$ 71,100.00	\$ 72,100.00

CEDAR HILL ISD

NON-CERTIFIED TEACHER PAY PLAN

Yrs. of Exp.	Bachelor's Degree	HB2	Total
0	\$50,000.00	\$0.00	\$50,000.00
1	\$50,486.00	\$0.00	\$50,486.00
2	\$51,786.00	\$0.00	\$51,786.00
3	\$52,092.00	\$2,500.00	\$54,592.00
4	\$52,412.00	\$2,500.00	\$54,912.00
5	\$52,712.00	\$5,500.00	\$58,212.00
6	\$53,012.00	\$5,500.00	\$58,512.00
7	\$53,412.00	\$5,500.00	\$58,912.00
8	\$53,612.00	\$5,500.00	\$59,112.00
9	\$53,812.00	\$5,500.00	\$59,312.00
10	\$54,012.00	\$5,500.00	\$59,512.00
11	\$54,512.00	\$5,500.00	\$60,012.00
12	\$55,312.00	\$5,500.00	\$60,812.00
13	\$55,612.00	\$5,500.00	\$61,112.00
14	\$55,912.00	\$5,500.00	\$61,412.00
15	\$56,212.00	\$5,500.00	\$61,712.00
16	\$56,812.00	\$5,500.00	\$62,312.00
17	\$57,112.00	\$5,500.00	\$62,612.00
18	\$57,412.00	\$5,500.00	\$62,912.00
19	\$57,712.00	\$5,500.00	\$63,212.00
20	\$58,012.00	\$5,500.00	\$63,512.00
21	\$58,312.00	\$5,500.00	\$63,812.00
22	\$58,612.00	\$5,500.00	\$64,112.00
23	\$58,912.00	\$5,500.00	\$64,412.00
24	\$59,212.00	\$5,500.00	\$64,712.00
25	\$59,512.00	\$5,500.00	\$65,012.00
26	\$59,812.00	\$5,500.00	\$65,312.00
27	\$60,112.00	\$5,500.00	\$65,612.00
28	\$60,412.00	\$5,500.00	\$65,912.00
29	\$60,959.00	\$5,500.00	\$66,459.00
30+	\$61,491.00	\$5,500.00	\$66,991.00

2025-26



LONGEVITY PAY DIFFERENTIAL: TEACHERS, NURSES & LIBRARIANS

Longevity pay differential is awarded to teachers, nurses, and librarians according to the schedule for consecutive years of **completed** service. Eligible employees must be hired by September 30th in order to receive longevity pay. Payments will not be compounded. Longevity pay is a **ONE TIME** payment that will be disbursed **in August**. **Resignation will forfeit payment.**

CEDAR HILL ISD

LONGEVITY PAY DIFFERENTIAL FOR TEACHERS, NURSES, & LIBRARIANS

Yrs of Service	Approved Longevity
5-9	\$350
10-14	\$450
15-19	\$500
20-24	\$550
25-29	\$600
30-34	\$650
35+	\$700
Retirees	

CEDAR HILL ISD

COUNSELOR PAY PLAN

Elementary	Minimum	Midpoint	Maximum
Daily Rate	\$ 297.24	\$ 348.00	\$ 400.00
197	\$ 58,556	\$ 68,556	\$ 78,800

Middle School	Minimum	Midpoint	Maximum
Daily Rate	\$ 305.00	\$ 352.52	\$ 409.02
202	\$ 61,610	\$ 71,209	\$ 82,622

High School	Minimum	Midpoint	Maximum
Daily Rate	\$ 332.31	\$ 369.85	\$ 419.36
202	\$ 67,127	\$ 74,710	\$ 84,711
207	\$ 68,788	\$ 76,559	\$ 86,808
226	\$ 75,102	\$ 83,586	\$ 94,775

CEDAR HILL ISD

ADMINISTRATIVE PAY PLAN

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
AD20			Daily	\$ 307.78	\$ 360.46	\$ 420.29
	Compliance Administrator	207	197 Days	\$ 60,633	\$ 71,011	\$ 82,797
	Assistant Principal, Elementary	207	207 Days	\$ 63,710	\$ 74,615	\$ 87,000
	Executive Director, Education Foundation	197				
AD21			Daily	\$ 324.99	\$375.22	\$436.24
	Assistant Principal, Middle School	207	207 Days	\$ 67,273	\$77,671	\$90,302
	Director, Data Management	226	226 Days	\$ 73,448	\$84,800	\$98,590
AD22			Daily	\$ 330.92	\$ 397.21	\$ 464.74
	Assistant Principal, High School	207	207 Days	\$ 68,500	\$ 82,222	\$ 96,201
	Director, Child Nutrition	226	226 Days	\$ 74,788	\$ 89,769	\$ 105,031
	Director, Custodial Services & Energy Mgmt.	226				
	Director, Fine Arts	226				
	Director, Health Services	226				
	Director, Transportation	226				
AD23			Daily	\$ 361.00	\$ 430.00	\$ 499.00
	Associate Principal, Secondary	226	226 Days	\$ 81,586	\$ 97,180	\$ 112,774
	Director, Family & Community Engagement	226				
	Director, Technology Services	226				
AD24			Daily	\$ 396.25	\$ 450.19	\$504.13
	Principal, Elementary	217	212 Days	\$ 84,005	\$ 95,440	\$106,876
	Principal, STRIVE	212	217 Days	\$ 85,986	\$ 97,691	\$109,396
AD25			Daily	\$ 427.49	\$ 508.92	\$ 590.35
	Executive Director, Innovation	226	226 Days	\$ 96,613	\$ 115,016	\$ 133,419
	Executive Director, Guidance & Counseling	226				
	Executive Director, Student Services	226				
	Executive Director, Teaching and Learning	226				
	Principal, Middle School	226				

CEDAR HILL ISD

ADMINISTRATIVE PAY PLAN (CONTINUED)

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
AD26			Daily	\$ 437.24	\$ 530.03	\$ 622.81
	Executive Director, Communications & Marketing	226	226 Days	\$ 98,816	\$ 119,787	\$ 140,755
	Executive Director, Facilities and Grounds	226				
	Executive Director, Human Resources	226				
	Executive Director, Information Technology	226				
	Executive Director, Special Education	226				
AD27			Daily	\$ 486.73	\$ 582.00	\$ 659.00
	Director, Athletics	226	226 Days	\$ 110,001	\$ 131,532	\$ 148,934
	Principal, High School	226				
AD28			Daily	\$ 575.22	\$ 652.66	\$ 730.09
	Executive Director, School Leadership (2)	226	226 Days	\$ 130,000	\$ 147,500	\$ 165,000
AD29			Daily	\$ 610.62	\$ 714.60	\$ 818.58
	Chief Financial Officer	226	226 Days	\$ 138,000	\$ 161,500	\$ 184,999
	Chief Academic Officer	226				

CEDAR HILL ISD

SUPPORT PROFESSIONAL PAY PLAN

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
SP20			Daily	\$ 239.78	\$ 275.41	\$ 325.07
	Coordinator, Child Nutrition	226	226 Days	\$ 54,192	\$ 62,243	\$ 73,466
	Operations Manager	226				
SP21			Daily	\$ 258.75	\$ 308.41	\$ 358.07
	Accountant	226	226 Days	\$ 58,478	\$ 69,701	\$ 80,924
	Coordinator, Communications & Media Relations	226	260 Days	\$ 67,478	\$ 80,187	\$ 93,0984
	Coordinator, Creative Design & Web	226				
	Coordinator, State & Federal Programs	226				
	Coordinator, Transportation Services	226				
	Coordinator, Technology Support	226				
SP22			Daily	\$ 278.00	\$ 325.11	\$ 378.08
	Assistant, Speech and Language Pathologist	187	187 Days	\$ 51,986	\$ 60,796	\$ 70,701
	Manager, Accounts	226	226 Days	\$ 62,828	\$ 73,475	\$ 85,446
	Manager, Payroll & Benefits	226				
	Manager, Purchasing	226				
SP23			Daily	\$ 304.82	\$ 347.10	\$ 418.86
	Specialist, 504	192	192 Days	\$ 58,525.44	\$ 66,643.20	\$ 80,421.12
	Specialist, Behavioral	192				
	Specialist, Dyslexia	192				
	Specialist, Counselor Interventionist	192				
	Specialist, Auditory Impairment	192				
	Specialist, Visual Impairment	192				
	Specialist, Transition	192				

CEDAR HILL ISD

SUPPORT PROFESSIONAL PAY PLAN (CONTINUED)

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
SP24			Daily	\$ 306.98	\$ 372.98	\$ 438.98
	Athletic Coordinator, Girls	197	192 Days	\$ 58,940	\$ 71,612	\$ 84,284
	Coordinator, Instructional (Adapted PE)	197	197 Days	\$ 60,475	\$ 73,477	\$ 86,479
	Coordinator, Life Safety/Security Systems	226	202 Days	\$ 62,010	\$ 75,342	\$ 88,678
	Diagnostician	192	226 Days	\$ 69,377	\$ 84,293	\$ 99,209
	Specialist, Instructional	202				
	Specialist, Literacy (SPED)	202				
	Analyst, Network Software	226				
	Specialist, Testing	226				
SP25			Daily	\$ 323.19	\$ 403.54	\$ 495.86
	Coordinator, Instructional (Academics)	226	192 Days	\$ 62,052	\$ 77,480	\$ 95,205
	Coordinator, Instructional (Special Education)	207	207 Days	\$ 66,901	\$ 83,530	\$ 95,013
	Coordinator, Special Education	226	226 Days	\$ 73,041	\$ 91,200	\$ 112,064
	Speech, Language Pathologist (LSSP)	192				
	Coordinator, Innovation	226				
	Coordinator, Network	226				
	Licensed Specialist, School Psychologist	207				
	Therapist, Occupational/Physical	192				
	Therapist, Orientation and Mobility	192				
	Coordinator, District Testing	226				
Coordinator, Middle School (Grant Funded)	226					
SP26			Daily	\$ 411.00	\$ 493.36	\$ 575.22
	Head Football Coach	226	226 Days	\$ 92,886	\$ 111,499	\$ 130,000

CEDAR HILL ISD

POLICE & SECURITY PAY PLAN

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
PO 1	Crossing Guard (2.5 Hrs. /day)	171	Hourly	\$ 15.00	\$ 16.98	\$ 20.18
			171 Days	\$ 6,412.50	\$ 7,258.95	\$ 8,626.95
PO 2	Security Guard	178	Hourly	\$ 18.00	\$ 20.75	\$ 22.67
			178 Days	\$ 25,632	\$ 29,548	\$ 32,282
PO 3	Police Dispatch (No Experience)	226	Hourly	\$ 18.75	\$ 20.75	\$ 22.75
			226 Days	\$ 33,900	\$ 37,516	\$ 41,132
	Police Dispatch(Experience No Certificate)	226	Hourly	\$ 19.50	\$ 22.75	\$ 25.75
			226 Days	\$ 35,256	\$ 41,132	\$ 46,556
	Police Dispatch (Basic Certification)	226	Hourly	\$ 23.75	\$ 26.75	\$ 29.75
			226 Days	\$ 42,940	\$ 48,364	\$ 53,788
	Police Dispatch (Intermediate Certification)	226	Hourly	\$ 24.50	\$ 27.75	\$ 31.75
			226 Days	\$ 44,296	\$ 50,172	\$ 57,404
	Police Dispatch (Advanced Certification)	226	Hourly	\$ 26.75	\$ 29.00	\$ 33.75
			226 Days	\$ 48,364	\$ 52,432	\$ 61,020
	Police Dispatch (Master Certification)	226	Hourly	\$ 28.75	\$ 31.00	\$ 34.00
			226 Days	\$ 51,980	\$ 56,048	\$ 61,472
PO 4	Security Guard Lead	226	Hourly	\$ 22.00	\$ 25.75	\$ 30.75
			226 Days	\$ 39,776	\$ 46,556	\$ 55,596
PO 5	Police Officer I - Basic	226	Hourly	\$ 29.75	\$ 32.50	\$ 35.00
			226 Days	\$ 53,788	\$ 58,760	\$ 63,280
PO 6	Police Officer II -Intermediate	226	Hourly	\$ 32.75	\$ 35.00	\$ 38.75
			226 Days	\$ 59,212	\$ 63,280	\$ 70,060
PO 7	Police Officer III - Advanced	226	Hourly	\$ 34.75	\$ 37.75	\$ 40.75
			226 Days	\$ 62,828	\$ 68,252	\$ 73,676
PO 8	Police Officer IV - Master	226	Hourly	\$ 36.00	\$ 39.75	\$ 42.00
			226 Days	\$ 65,088	\$ 71,868	\$ 75,936
PO 9	Detective	226	Hourly	\$ 38.75	\$ 42.00	\$ 45.00
			226 Days	\$ 70,060	\$ 75,936	\$ 81,360

CEDAR HILL ISD

POLICE & SECURITY PAY PLAN (CONTINUED)

Pay Grade	Job Title	Calendar		Minimum	Midpoint	Maximum
PO 10	Sergeant	226	Hourly	\$ 36.50	\$ 44.34	\$ 52.17
			226 Days	\$ 65,992	\$ 80,167	\$ 94,323
PO 11	Coordinator, Emergency Operations	260	Hourly	\$ 258.75	\$ 308.41	\$ 358.07
			260 Days	\$ 67,275	\$ 80,167	\$ 93,098
PO 12	Lieutenant	226	Daily	\$ 351.02	\$ 414.08	\$ 477.14
			226 Days	\$ 79,331	\$ 93,582	\$ 107,834
PO 13	Chief	226	Daily	\$ 415.79	\$ 492.12	\$ 568.44
			226 Days	\$ 93,969	\$ 111,218	\$ 128,467

CEDAR HILL ISD

PARAPROFESSIONAL PAY PLAN

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
PARA1			Daily	\$ 120.00	\$ 137.32	\$162.15
	Aide, BAC	187	187 Days	\$ 22,440	\$ 25,679	\$ 30,322
	Aide, Bilingual/ESL	187				
	Aide, Employment & Transition (SpEd)	187				
	Aide, Instructional	187				
	Aide, Montessori	187				
	Aide, Intervention	187				
	Aide, Physical Education	187				
	Aide, PPCD (SpEd)	187				
	Aide, Pre-Kindergarten/Bilingual	187				
	Aide, Restorative (SpEd)	187				
	Aide, Resource & Inclusion (SpEd)	187				
	Aide, SKILL (SpEd)	187				
PARA2			Daily	\$ 127.20	\$ 147.90	\$ 173.25
	Aide, Library	187	187 Days	\$ 23,786	\$ 27,657	\$ 32,398
	Aide, Senior Library	190	190 Days	\$ 24,168	\$ 28,101	\$ 32,918
	Aide, Nurse	190	197 Days	\$ 25,058	\$ 29,136	\$ 34,130
	Clerk, Attendance Elementary	197	226 Days	\$ 28,747	\$ 33,425	\$ 39,155
	Receptionist, Elementary School	197				
	Receptionist, Middle & High School	197				
PARA3			Daily	\$ 132.32	\$ 154.12	\$ 175.00
	Administrative Assistant, High School Assistant Principal	207	197 Days	\$ 26,067	\$ 30,362	\$ 34,475
	Administrative Assistant, High School Counselor	202	202 Days	\$ 26,729	\$ 31,132	\$ 35,350
	Administrative Assistant, Middle School Assistant Principal	207	207 Days	\$ 27,390	\$ 31,903	\$ 36,225
	Clerk, Attendance High School Lead	215	215 Days	\$ 28,449	\$ 33,136	\$ 37,625
	Clerk, Attendance High School	197				
	Clerk, Attendance Middle School	197				
Clerk, Special Education	207					
PARA4			Daily	\$ 134.79	\$ 164.85	\$ 195.00
	Campus Support Technician	197	197 Days	\$ 26,554	\$ 32,475	\$ 38,415
	PEIMS/Registrar, Collegiate High School	226	226 Days	\$ 30,463	\$ 37,256	\$ 44,070
	Receptionist, Administration	226				
Registrar, Enrollment Center	226					

CEDAR HILL ISD

PARAPROFESSIONAL PAY PLAN (CONTINUED)

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
PARA5			Daily	\$ 137.26	\$ 164.35	\$182.32
	Administrative Assistant, Elementary Principal	197	197 Days	\$ 27,040	\$ 32,377	\$ 35,917
	Bookkeeper, High School	226	217 Days	\$ 29,785	\$ 35,664	\$ 39,563
	Clerk, Bilingual	226	226 Days	\$ 31,021	\$ 37,143	\$ 45,878
	Clerk, Medicaid	226				
	Data Specialist, High School	217				
PARA6			Daily	\$ 144.06	\$ 176.78	\$ 199.52
	Administrative Assistant, Middle School Principal	226	226 Days	\$ 32,558	\$ 39,952	\$ 45,092
PARA7			Daily	\$ 155.40	\$ 195.43	\$ 224.24
	Administrative Assistant, Collegiate High School Principal	226	226 Days	\$ 35,120	\$ 44,167	\$ 50,678
	Administrative Assistant, High School Principal	226				
PARA8			Daily	\$ 166.24	\$ 219.07	\$ 258.96
	Administrative Assistant, Director	226	226 Days	\$ 37,570	\$ 49,510	\$ 58,525
	Administrative Assistant, Executive Director	226				
	Administrative Assistant, Police Chief	226				
	Specialist, Accounts Payable & Accounts Receivables	226				
	Specialist, Data Management	226				
PARA9			Daily	\$ 181.36	\$ 246.41	\$ 288.00
	Administrative Assistant, Assistant Superintendent	226	190 Days	\$ 34,458	\$ 46,818	\$ 54,720
	Administrative Assistant, Chief	226	226 Days	\$ 40,987	\$ 55,689	\$ 65,088
	Licensed Vocational Nurse (LVN)	190				
	Truancy Officer	190				
	Accounts Payable Lead	226				
PARA10			Daily	\$ 212.16	\$ 282.62	\$ 326.16
	Executive Assistant to the Superintendent	226	226 Days	\$ 47,948	\$ 63,872	\$ 73,712
	Coordinator, Payroll/Benefits	226				
	Specialist, Human Resources Staffing	226				

CEDAR HILL ISD

AUXILIARY PAY PLAN

Pay Grade	Job Title	Calendars	Minimum	Midpoint	Maximum	
AUX1			Hourly	\$ 15.00	\$ 17.86	\$ 21.64
	Child Nutrition	174	174 Days	\$ 20,880	\$ 24,861	\$ 30,123
	Custodian	260	260 Days	\$ 31,200	\$ 37,149	\$ 45,011
AUX2			Hourly	\$ 15.60	\$ 18.48	\$ 22.80
	Assistant Manager, Child Nutrition	174	174 Days	\$ 21,715	\$ 25,724	\$ 31,738
	Clerk, Mail	226	226 Days	\$ 28,205	\$ 33,412	\$ 41,222
	Custodian, Lead	260	260 Days	\$ 32,448	\$ 38,438	\$ 47,424
	Groundskeeper	260				
	Clerk, Warehouse	260				
	Inventory/Asset Management Specialist	226				
AUX3			Hourly	\$ 16.21	\$ 19.11	\$ 25.34
	Driver, Child Nutrition	181	174 Days	\$ 22,564	\$ 26,601	\$ 35,273
	General Maintenance	260	181 Days	\$ 23,474	\$ 27,672	\$ 36,692
	Manager, Child Nutrition Elementary	174	260 Days	\$ 33,717	\$ 39,749	\$ 52,707
	Driver, Custodial/Warehouse	260				
AUX4			Hourly	\$ 18.67	\$ 22.56	\$ 27.83
	Carpenter	260	174 Days	\$ 25,989	\$ 31,404	\$ 38,739
	Manager, Child Nutrition Secondary	174	260 Days	\$ 38,834	\$ 46,925	\$ 57,886
	Painter	260				
	Plumber, Apprentice	260				
AUX 5			Hourly	\$ 20.98	\$ 24.82	\$ 30.00
	Carpenter, Lead	260	181 Days	\$ 30,379	\$ 35,939	\$ 43,440
	Electrician, Non-Licensed	260	226 Days	\$ 37,931	\$ 44,874	\$ 54,240
	Field Supervisor, Child Nutrition	181	260 Days	\$ 43,638	\$ 51,626	\$ 62,400
	HVAC, Non-Licensed	260				
	Technology Support	260				

CEDAR HILL ISD

AUXILIARY PAY PLAN (CONTINUED)

Pay Grade	Job Title	Calendars	Minimum	Midpoint	Maximum	
AUX6			Hourly	\$ 22.53	\$ 27.13	\$ 32.00
	Foreman, Grounds	260	226 Days	\$ 40,734	\$ 49,051	\$ 57,856
	Specialist, Pest Control	260	260 Days	\$ 46,862	\$ 56,430	\$ 66,560
AUX7			Hourly	\$ 23.28	\$ 29.76	\$ 35.00
	HVAC Licensed	260	260 Days	\$ 48,422	\$ 61,901	\$ 72,800
	Manager, Access	260				
	Manager, Fleet	260				
	Manager, Warehouse	260				
	Plumber, Journeyman	260				
	Custodian, Night Supervisor	260				

CEDAR HILL ISD

TRANSPORTATION PAY PLAN

Pay Grade	Job Title	Calendar	Minimum	Midpoint	Maximum	
BD1	Bus Monitor-4 hours/day	180	Hourly	\$ 15.00	\$ 16.52	\$ 20.18
			180 Days	\$ 10,800	\$ 11,498	\$ 14,045
BD 2	Bus Driver - 4 hours/day	180	Hourly	\$ 22.00	\$ 26.13	\$ 30.26
			180 Days	\$ 15,840	\$ 18,814	\$ 21,787
	Bus Driver, Stand By - 6 hours/day Dispatcher	180	180 Days	\$ 23,760	\$ 28,220	\$ 32,681
		226	226 Days	\$ 39,776	\$ 47,243	\$ 54,710
BD3	Bus, Mechanic	260	Hourly	\$ 24.00	\$ 28.50	\$ 33.50
			260 Days	\$ 49,920	\$ 59,280	\$ 69,680
	Router	226	226 Days	\$ 43,392	\$ 51,528	\$ 60,568
BD4	Shop Supervisor	260	Hourly	\$ 26.00	\$ 30.88	\$ 35.75
			260 Days	\$ 54,080	\$ 64,230	\$ 74,360

CEDAR HILL ISD

GUEST TEACHER PAY PLAN

Assignment Area		Assignment Description	Rate	
Teacher	Minimum 60 credit hours	1 to 10 days	\$ 90.00	per day
		11 days until completion of assignment	\$ 105.00	per day
Teacher	Degreed	1 to 10 days	\$ 100.00	per day
		11 days until completion of assignment	\$ 110.00	per day
Teacher	Certified	1 to 10 days	\$ 125.00	per day
		11 days until completion of assignment	\$ 135.00	per day
Paraprofessional	Campus Instructional Aide/Clerical Assignment	Central Admin Clerical	\$ 80.00	per day
		Special Education Aide (PPCD, Skills)	\$ 90.00	per day
		Nurse Aide (with training)	\$ 95.00	per day
			\$ 80.00	per day
Nurse/LVN	Registered Nurse	Registered Nurse	\$ 200.00	per day
		LVN	\$ 100.00	per day
Food Service	Food Service Worker (no long term pay)		\$ 8.50	per hour
Custodian			\$ 10.75	per hour
Crossing Guard			\$ 10.00	per hour
Security Guard			\$ 10.00	per hour
Administrator				
	Elementary Principal		\$ 255.00	per day
	Elementary Assistant principal		\$ 155.00	per day
	Middle School Principal		\$ 180.00	per day
	Middle School Assistant Principal		\$ 150.00	per day
	High School Principal		\$ 380.00	per day
	High School Assistant Principal		\$ 205.00	per day
	Principal / Assistant Principal Internal Temporary		Current Daily Rate + 20%	
Counselor	Counselor-Elementary		\$ 140.00	per day
		Counselor-Middle	\$ 165.00	per day
		Counselor-High School	\$ 190.00	per day
Speech Pathologist	Speech Pathologist		\$ 200.00	per day
Diagnostician	Diagnostician		\$ 140.00	per day

NOTE: A guest teacher who accepts a substitute teaching assignment on Monday or Friday will earn an additional \$10.00 on those days only.

Breaks in Service

These higher rates will remain until a break in service occurs. Weekends, school holidays, winter and spring breaks will not affect continuous service. Half day assignments and accepting clerical or classroom assistant assignments will also help establish continuous service.

If a Degreed/Non-Degreed Professional Substitute works four and one-half (4 ½) hours or more, the substitute will qualify for one full day's pay if the job was called in as a full day assignment.

Principal/designee will make the determination. If a Degreed/Non-Degreed Professional Substitute works less than four and one half (4 ½) hours, the substitute will qualify for one-half day's pay (reminder – 30 minute lunch is deducted). Principal/designee will make the determination.

Part-Time/Temporary Rates

Part-Time/Temporary employees will be paid at the minimum hourly rate for the full-time equivalent position's pay range. Variations to this standard as a result of market availability of applicants for a particular position may vary with Human Resources advance review and approval.

Extra Duty or Additional Pay Rates

When an employee's normal job duties extend beyond the normal number of annual days, directly adjacent to the first or last reporting day for the school year, they are paid their normal daily rate for these extra days if the employee is performing the same duties. If the employee performs duties of a different nature, the summer school, part-time, or tutorial rates will apply. Department or campus funds must be appropriately budgeted to pay for these extra duties. The extra duty pay must be reviewed and approved by the Principal/Manager and the Human Resources Department prior to the work being performed. Any requests for extra duty pay must be submitted within one (1) week of the completion of the activity. Extra duty pay will be paid in accordance with the payroll cutoff dates.

Employees may be eligible for non-school day extra duty pay if the following three (3) conditions are met:

1. The employee is responsible for students from CHISD.
2. There is a specific description of duties to be performed as well as what times are allotted to perform these duties.
3. The activity must be one that is required by the district, or
 - The activity is a type of competition among students, or
 - The activity is an approved meeting beyond the school district level (ex: mandatory training per TEA)

Extra duty pay for certified employees who provide direct instructional services to student's above and beyond their normal days and/or hours, depending on the activity: \$30/hour.



Any extra duty events in addition to the examples listed above require prior approval of the Principal/Manager and the Human Resources Department. The activity must be one that is required by the district.

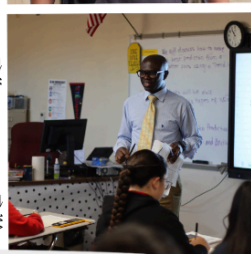
JROTC Instructor Salaries

Definition of Position:

- JROTC instructors are retired officers or NCOs who are employed by the district to administer and staff a JROTC unit at the district pursuant to Title 10, U.S. Code, Section 2031.
- JROTC instructors shall be required to hold and maintain a valid Texas state teaching certification.
- Salary Calculation:
 - Each JROTC instructor's salary shall be in compliance with mandates from Title 10, U.S. Code, Section 2031, of the Defense Departments Active-Duty Finance Tables, and military service regulations, which also includes the JROTC stipend scale.
 - Salary placement will be made on the statewide salary schedule for certificated nonsupervisory employees at the level closest to the amount authorized by Title 10, U.S. Code, Section 2031
- Salary Procedures:
 - JROTC personnel will be paid in the amount which, when added to retirement pay, will equal the amount of his/her active duty pay and allowance.
 - JROTC instructors shall be paid on a monthly basis at the same time as other certified employees.
 - The district shall pay the full amount of JROTC instructor salaries. The district shall be responsible for seeking reimbursement of one-half of the JROTC instructor salary payments.



2025-26



STIPEND HANDBOOK

Supplemental Pay/Stipends

Payment for stipends not described in this section of the handbook must be verified and approved by the Human Resources Department before submitting to Payroll for processing. All unapproved rates submitted will be deleted or adjusted by Payroll and/or the Human Resources Department. Exceptions will require the approval of the Superintendent or designee. All stipends and supplemental pay may be recommended by the Principal/Department manager, however, approval is required through the Human Resources Department and Finance prior to being communicated to the employee.

Stipend related duties/responsibilities should be voluntary and distinctly different from the employee's normal job description and take place outside of the employee's normal duty hours or calendar contract days.

Stipend pay represents remuneration in addition to, but separate from, regular base salary, and includes assignment stipends, educational stipends, coaching stipends, auto and cell phone allowances, and others as identified. Stipend earnings are not guaranteed wages and may be amended or eliminated at any time.



Stipend earnings are not included in individual base salaries quoted by the Human Resources Department. Authorization to pay approved stipend compensation requires permission from the campus Principal/Department manager, prior to actual work being performed.

- It is the responsibility of the campus/department administrator to notify the Human Resources Department of any anticipated extra duties or if there is a change in duties which would make the employee ineligible/eligible to receive stipend earnings (i.e., termination, assignment change, transfer, etc.).
- It is the responsibility of the employee to check their pay statement to ensure they are being adequately compensated for stipend duties. Back payments owed will be retroactively paid at a maximum of two paychecks.

All stipend earnings are subject to the employee and employer's statutory deductions. Any recurring stipend allotted to an active employee will be paid on a prorated basis if the employee does not work the complete duty days for their respective contract. If an employee fails to meet all criteria stipulated in the stipend earnings by the stipend owner, the earnings may be stopped and/or recovered. If a recovery is in order, the employee will be notified of the terms by the Human Resources Department or communicated with them through their supervisor.

Eligibility Criteria

Eligibility for stipend compensation at an approved rate must meet all the following criteria:

- The work has been pre-approved, and authorization to pay the stipend earnings has been secured from the appropriate Principal, Department Head and the Human Resources Department before the actual work begins and communicated to the employee.
- Be a full-time, active employee of Cedar Hill Independent School District.

Ineligible

An employee who is separated from the district is not eligible to accrue additional earnings past his or her effective separation date. A new hire is not eligible to earn stipend pay prior to his or her effective start date. Paraprofessional (Hourly and Non-Exempt) employees are not eligible for stipends or extra duty pay at a stipend rate outside of what has been defined in this handbook.

All other extra duties performed by a paraprofessional (Hourly and Non-Exempt) employee during the year should be processed according to compensatory guidelines. Assignment differentials are allowed; however, annualized lump sum payments are not available to hourly employees. Paraprofessional (Hourly and Non-Exempt) employees may perform defined extra duties at the Paraprofessional (Hourly and Non-Exempt) pay rate when the employee is not on their regular payroll calendar during the summer.

A Substitute is a part-time employee and is not eligible to receive stipend pay.

Stipend Payments, Deductions and Recovery of Funds

All stipends are paid on a 12-month basis – September through August. Stipend work that begins or ends outside the twelve-month schedule is prorated accordingly.

If an employee does not work the complete payroll schedule, then any recurring stipend will be paid on a prorated basis of the actual days worked. If an employee fails to meet all the criteria stipulated the stipend may be prorated, stopped, or recovered. It is the responsibility of the manager and employee to notify the Human Resources Department if they are no longer performing the duties of the role associated with the stipend or if they are not receiving the stipend.

New Stipend Recommendations

Principals or Department Managers must submit requests for new stipends, as well as requests for any stipend amount/allocation changes, in conjunction with the annual budget cycle. Requesters will be notified at the conclusion of the budget process whether the new/updated stipend has been approved for the following school year. This process typically begins in January. The criterion for a new stipend review typically includes:

- Description of the duties associated with the stipend
- Criticality of work being performed
- Equity and cost associated with the implementation of the stipend across the school district
- How many stipend allocations, including justification for the number of allocations
- What positions, campuses, and departments would be eligible to receive the stipend



CEDAR HILL ISD

CTE & SPED STIPENDS

Career & Technology Education (CTE) Stipends	Amount	
Career Technical Education Department Chair (CHHS) (2)	\$ 1,400.00	per school year
Culinary Arts Instructor Event Coordinator	\$ 2,500.00	per school year
Information Technology Sponsor	\$ 2,500.00	per school year
Longhorn TV (2 Stipends)	\$ 2,500.00	per school year

Note: Only one (1) CTE Club stipend per campus. Stipend paid in January.		
	STATE (Each)	National (Each)
BPA (Business Professionals of America) (CHCHS-2,CHHS-3)	\$ 1,250.00	\$ 250.00
DECA (Distributive Education Clubs of America) Cedar Hill High School Sponsor (CHHS)	\$ 1,250.00	\$ 250.00
TAFE (Texas Association of Future Educators-CHHS)	\$ 1,250.00	\$ 250.00
Skills USA Engineering (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Computer Programming (CHHS)	\$ 1,250.00	\$ 250.00
Skills USA Criminal Justice (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Culinary Arts (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Graphic Design (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Internetworking (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Restaurant Service (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Robotics and Automation Technology (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Web Design (CHHS)	\$ 1,250.00	\$ 250.00
SkillsUSA Welding (CHHS)	\$ 1,250.00	\$ 250.00
HOSA (3 Future Health Professionals-CHHS)	\$ 1,250.00	\$ 250.00
Note: Local and Regional Stipends will be paid in January. State and National stipends will be paid in June (CTSO stipends funded through Carl D. Perkins Grant).		

Special Education Stipends	Amount	
Dyslexia Evaluation Specialist	\$ 1,125.00	per school year
Lead Speech Language Pathologist	\$ 1,875.00	per school year
Lead Diagnostician	\$ 1,875.00	per school year
Behavior Support Teacher	\$ 1,500.00	per school year
Self-Contained Teacher	\$ 3,000.00	per school year
Special Olympics Coach (per sport, per season, per semester and practice outside of instructional day)	\$ 650.00	per school year
Bilingual Speech Therapist	\$ 4,000.00	per school year
Bilingual Diagnostician Evaluator	\$ 4,000.00	per school year
Certificate of Clinical Competence (Speech Pathology)	\$ 2,000.00	per school year

CEDAR HILL ISD

ACADEMIC, DUAL CREDIT, & GRANT FUNDED STIPENDS

Academic UIL Stipends		Amount	
Elementary School	\$	225.00	per team per school year
Middle School (1st event)	\$	375.00	per team per school year
Middle School (2nd event)	\$	187.50	per team per school year
High School	\$	562.50	per team per school year
Collegiate High School	\$	562.50	per team per school year
High School (Lead)	\$	375.00	per team per school year
High School (Assistant)	\$	187.50	per school year
<p>Note: UIL Stipends are based on fulfilling the UIL Academic coaching criteria and are paid in one payment at the end of the year. When teams are combined the campus with the greater number of students will be the "Lead."</p>			

Academic Stipends		Amount	
Grow Your Own Professional Development Coordinator	\$	3,000.00	per school year
Lead Librarian	\$	1,875.00	per school year
Math	\$	4,000.00	per school year
Science	\$	4,000.00	per school year
NEWSela grant ELAR & Social Studies Stipend	\$	1,000.00	per school year
Foreign Language (i.e. Bilingual, French, Spanish, etc.)	\$	4,000.00	per school year
Campus Translator/Interpreter (1 per campus)	Low Need	\$ 500.00	per school year
	Moderate Need	\$ 1,000.00	per school year
	High Need	\$ 1,500.00	per school year
<p>Note: Stipend paid for secondary math and science subjects for which students earn graduation credit (pro-rated for teaching three or fewer for credit classes).</p>			

Dual Credit Teachers Stipends: Cedar Valley & El Centro		Amount	
Teaching at least 16 students per semester per class section for each course*	\$	848.00	maximum
Less than 16 students per class section for each course*	\$	53.00	per student
4 hour course (including lab)*	\$	282.00	additional
<p>Note: Contingent upon final state funding approval.</p>			

Grant Funded Stipends		Amount	
Mentor Teacher**	\$	750.00	per school year
<p>**Stipends are paid 1/2 in December and 1/2 in May. *Stipends are paid at the end of the school year. Note: All grant funded stipends are contingent upon receipt of grant funds.</p>			

CEDAR HILL ISD

ELEMENTARY/MIDDLE/HIGH & LPAC STIPENDS

Elementary School Stipends		Amount	
Team Leader		\$ 300.00	per school year
Sponsor, Yearbook		\$ 375.00	per school year
Sponsor, Robotics		\$ 250.00	per school year
Middle School Stipends		Amount	
Department Chair		\$ 750.00	per school year
Sponsor, Cheerleader		\$ 1,125.00	per school year
Sponsor, National Honor Society		\$ 225.00	per school year
Sponsor, Student Council		\$ 450.00	per school year
Sponsor, Yearbook		\$ 475.00	per school year
Sponsor, Robotics		\$ 350.00	per school year
High School Stipends		Amount	
Department Chair		\$ 1,000.00	per school year
Cheerleader, Varsity/Head		\$ 4,125.00	per school year
Cheerleader, Junior Varsity Assistant		\$ 1,500.00	per school year
Drill Team, High School Head		\$ 4,125.00	per school year
Sponsor, Debate		\$ 1,500.00	per school year
Sponsor, Freshman Class (Collegiate)		\$ 187.50	per school year
Sponsor, Junior Class (Collegiate)		\$ 187.50	per school year
Sponsor, National Honor Society		\$ 375.00	per school year
Sponsor, Robotics		\$ 450.00	per school year
Sponsor, Senior Class (High School-up to 3 sponsors)		\$ 562.50	per school year
Sponsor, Senior Class (Collegiate)		\$ 200.00	per school year
Sponsor, Sophomore Class (Collegiate)		\$ 187.50	per school year
Sponsor, Student Council (High School-up to 2 sponsors)		\$ 900.00	per school year
Sponsor, Student Council (Collegiate)		\$ 562.50	per school year
Sponsor, Yearbook (Collegiate High School)		\$ 450.00	per school year
Sponsor, Yearbook (High School)		\$ 1,125.00	per school year
LPAC Stipends		Amount	
Number of Students Served			
All K-12 Campuses	0-75	\$ 375.00	per school year
	76-150	\$ 750.00	per school year
	151-225	\$ 1,125.00	per school year
Spanish Translations		\$ 18.00	per page
Note: All stipends are annualized over 12 months in accordance with the employee's pay contract.			

CEDAR HILL ISD

FINE ARTS STIPENDS

Fine Arts Stipends	Amount	
Band, High School Head	\$ 9,750.00	per school year
Band, High School Assistant	\$ 6,375.00	per school year
Band, Middle School Head	\$ 6,000.00	per school year
Band, Middle School Assistant	\$ 4,500.00	per school year
Band, Colorguard High School Head	\$ 4,125.00	per school year
Cheerleader, Varsity Head	\$ 4,125.00	per school year
Cheerleader, JV Assistant	\$ 1,500.00	per school year
Choir, High School Head	\$ 7,000.00	per school year
Choir, High School Assistant	\$ 3,300.00	per school year
Choir, Middle School	\$ 2,250.00	per school year
Orchestra, Middle School	\$ 3,750.00	per school year
Dance, Drill Team High School Head	\$ 4,125.00	per school year
Dance, Drill Team Assistant	\$ 1,500.00	per school year
Fine Arts Coordinator (Elementary)	\$ 4,000.00	per school year
Fine Arts Coordinator (Secondary)	\$ 4,000.00	per school year
Orchestra, High School Head	\$ 9,750.00	per school year
Step Team, High School	\$ 4,125.00	per school year
Theatre Arts, High School Department Head	\$ 4,500.00	per school year
Theater Arts, High School Assistant	\$ 1,800.00	per school year
Theater Arts, Middle School	\$ 1,125.00	per school year

Note: All Fine Arts stipends are paid over 12 months

Other Department Stipends	Amount	
Webmaster (Elementary PK-5)**	\$ 500.00	per school year
Webmaster (Secondary 6-12)**	\$ 700.00	per school year
Webmaster (Athletics)**	\$ 700.00	per school year
Automated Defibrillator (AED) Trainer**	\$ 1,125.00	per school year
Certified Academic Language Therapist (Dyslexia)	\$ 1,000.00	per school year

**Note: Stipends are paid 50% in December and 50% in May.

CEDAR HILL ISD

ATHLETIC STIPENDS

Coach Stipends		
High School Campus (Head Coach)		Annual
Baseball	\$	7,250.00
Basketball	\$	11,000.00
Cross Country	\$	3,500.00
Powerlifting	\$	3,000.00
Soccer	\$	7,250.00
Softball	\$	7,250.00
Swimming	\$	5,500.00
Tennis	\$	7,000.00
Track	\$	7,250.00
Volleyball	\$	7,250.00
Varsity Assistants		Annual
Baseball	\$	4,000.00
Basketball	\$	4,000.00
Softball	\$	4,000.00
Soccer	\$	4,000.00
Volleyball	\$	4,000.00
Assistant Coaches		Annual
Sport	Junior Varsity	Ninth Grade
Any 3rd sport (if approved & after school only)	\$ 1,125.00	N/A
Baseball	\$ 3,000.00	
Basketball	\$ 3,000.00	\$ 3,000.00
Cross Country	\$ 2,000.00	
Football	\$ 5,750.00	\$ 3,750.00
Powerlifting	\$ 2,000.00	
Soccer	\$ 3,000.00	
Softball	\$ 3,000.00	
Swimming (\$1,875.00 per semester)	\$ 3,750.00	
Tennis (\$1,875.00 per semester)	\$ 3,750.00	
Track	\$ 3,000.00	\$ 3,000.00
Volleyball	\$ 3,000.00	\$ 3,000.00
Middle School Campus (Most middle school coaches have 3 assignments)		Annual
Football		\$ 2,500.00
1st assignment		\$ 2,000.00
2nd assignment		\$ 1,500.00
3rd assignment		\$ 1,250.00
Tennis (per middle school)		\$ 1,125.00
Middle School Athletic Coordinator (Girls/Boys)		\$ 2,500.00

CEDAR HILL ISD

ATHLETIC STIPENDS (CONTINUED)

Assistant Coaches		Annual
Other Athletic Assignments		Annual
Academic Advisor	\$	1,250.00
Athletic Trainer, Assistant- Middle School	\$	9,500.00
Athletic Trainer, CHHS	\$	12,500.00
Football - Defensive Coordinator	\$	9,000.00
Football - Head Assistant Coach	\$	9,500.00
Football - Offensive Coordinator	\$	9,000.00
Game Administrators (Head Coaches)	\$	1,500.00
Recruitment Coordinator (may be considered 3rd sport)	\$	1,250.00

NOTE: To receive a stipend all individuals with coaching responsibilities must be recorded in Skyward with students assigned or listed in Skyward as an alternate during assigned coaching period(s).

CEDAR HILL ISD

OTHER DEPARTMENT STIPENDS

Other Salary Stipends			
Assignment Area	Assignment Description	Amount	
Athletics	Summer Training (High School)	\$ 25.00	per hour
Athletic Events			
	Gate Worker/Ticket Sales/Security Screener		
	Exempt district employee	\$ 20.00	per hour
	Nonexempt district employee	\$ 12.00	per hour
	Sports Announcer (Non-District employee)	\$ 20.00	per hour
Athletics (Bus Driver)	Nonexempt district employee (outside of sport)	\$ 22.00	per hour
	Team Coach	\$ 50.00	per trip
Homebound/PRS	Teacher	\$ 30.00	per hour
In-Home Training	Teacher	\$ 30.00	per hour
	Paraprofessional	\$ 15.00	per hour
Performing Arts Center	Related Services	\$ 25.00	per hour
Supplemental/Extra Duty	Teacher	\$ 30.00	per hour
	Student Worker	\$ 15.00	per hour
	Tutor (Non-Certified)	\$ 20.00	per hour
	Tutor (Certified)	\$ 30.00	per hour
	Technology/Technical	\$ 13.50	per hour
	College Intern	\$ 15.00	per hour
Campus Technology Liaison	Technology/Technical	\$ 750.00	per year

Summer School Salary (Non-Duty Days)			
Assignment Area		Amount	
Certified Teacher/Professional		\$ 30.00	per hour
Summer School Principal		\$ 2,500.00	stipend
Instructional Coach		\$ 1,500.00	stipend
Paraprofessional		\$ 22.50	per hour
LVN		\$ 20.00	per hour
Nurse		\$ 30.00	per hour
Security Guard		\$ 15.00	per hour

CEDAR HILL ISD

PERFORMANCE PAY: TEACHER INCENTIVE ALLOTMENT (TIA)

For any funds received by Cedar Hill ISD for a designated teacher under the Teacher Incentive Allotment (TIA), 90% percent will be paid to the designated teacher and (10%) is withheld for the employer portion of the payroll taxes and administrative expenses. Should the district receive funding for a designated teacher who has resigned or retired, the district will forward payment to the resigned or retired teacher as soon as practicable.

- TIA Designated Teachers: 90% of funds.
- Employer portion of payroll taxes and administrative expenses: 10% of funds.

TIA compensation stipends will be eligible for use when calculating retirement benefits for TRS-eligible staff. Employees are responsible for paying both the employee and employer benefits and tax costs over what TIA funding covers. Actual TIA compensation amounts distributed will include deductions for federal income tax, Medicare tax, and TRS contributions as part of an employee's annual wages reported to the state and federal governments and the Teacher Retirement System (TRS).

Eligibility

Teachers with TIA Designation (90% of funds)

- PEIMS coded 087.
- Receive salary compensation for a minimum of 90 full-time days in the school year or 180 days at half-time in the school year.
- Hold a TEA standard, professional, provisional or one-year certificate.

Employees at Multiple Campuses

- Will be eligible for a percentage comparable to the time serving at the designated campus.
- Receive salary compensation for a minimum of 90 full-time days in the school year or 180 days at half-time in the school year.

Part-time Staff

- Will be eligible for a percentage comparable to the percentage of time serving at the designated campus.
- Receive salary compensation for a minimum of 180 days at half-time in the school year.

Definitions

TIA Designated Teacher

- Holds a valid TEA standard, provisional or one-year certificate.
- Identified by PEIMS code 087.
- Receives salary compensation for a minimum of 90 days @ 100% or 180 days at 50-99%.
- A combination of teacher performance and student achievement meets the minimum requirements as outlined in the plan.
- Designation verified by Texas Tech University based on an analysis of the district data.

Teachers at the Campus of a TIA Designated Teacher

- Identified by PEIMS code 087.
- Receives salary compensation for a minimum of 90 days @ 100% or 180 days at 50-99%.

Compensation Payout

- All compensation to be included in the last paycheck of the fiscal year.

Cedar Hill ISD Cohort D

Eligible Grade and Subjects

- Math - Kindergarten through 12th grade.
- Reading - Kindergarten through 12th grade.
- Science - 3rd through 8th grade.

Timeline and Payout Schedule

- 2023-2024 - Data collection year. The district collects student and teacher performance data to identify potential designations.
- Data files and potential designations are submitted to Texas Tech University for a review of data validity and reliability (November 1, 2024).
- Final notification of data validity and reliability, including the potential approval of TIA Designations (Spring 2023).
- Initial Payout of TIA Funds to identified designees (Summer 2025).

CEDAR HILL ISD

BUS DRIVER ATTENDANCE INCENTIVE PROGRAM

To encourage and reward good staff attendance, Cedar Hill ISD offers a Bus Driver Attendance Incentive Program. This program recognizes and rewards employees who practice good attendance habits.

All full-time bus drivers and bus monitors are eligible to participate in the district's attendance incentive program.

- Employees who miss zero days throughout the school year will have the opportunity to earn up to \$900 in scheduled payouts.

Calendar Opportunity	Number of Days Absent	Financial Incentive
August - October	0 Days	\$300
	½ Day	\$100
	1 Full Day	\$50
November - December	0 Days	\$150
	½ Day	\$75
	1 Full Day	\$50
January - February	0 Days	\$150
	½ Day	\$75
	1 Full Day	\$50
March - May	0 Days	\$300
	½ Day	\$100
	1 Full Day	\$50

The following types of leave do not count as an absence under this program:

- Emergency school closure;
- Individual confirmed cases of pandemic illnesses (*COVID has been declared an endemic as defined by the Center for Disease Control (CDC));
- Jury duty;
- Staff development approved by the principal;
- School UIL activity;
- Military leave (15 days or less); and
- Religious Holy day

Note: Awards will be paid the next check cycle following the award announcement. The net check will be the full awarded amount after all applicable taxes have been withheld.

VIII. CONSENT AGENDA

VIII.A. Minutes from Previous Board of Trustee Meetings

Called Meeting
Monday, July 7, 2025 6:30 PM Central

Third Floor Training Room
285 Uptown Blvd.
Cedar Hill, Texas 75104

1. CALL TO ORDER at 6:30 PM

FIRST ORDER OF BUSINESS - Announcement by the Board President whether a quorum is present, and that the notice of the meeting has been duly called, and posted in the time and manner required by the Texas Open Meetings Act, Texas Government Code Chapter 551.

Trustees present are Dr. Denise Roache-Davis, Ramona Ross-Bacon, Carma Morgan, Denisha Williams, Ayanna Cabrera-Cook, Dr. Lester Singleton and Dr. Jacquetta Haygood.

Recess to Closed Session at 6:31 PM.

2. CLOSED SESSION opened at 6:35 PM.

Recess to Executive Session, pursuant to Texas Open Meetings Act, Texas Government Code Section:

551.071) Private consultation with the board's attorney,

551.074) To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee

551.082) Considering discipline of a public school child, or complaint or charge against personnel.

If, during the course of the meeting, the Board of Trustees should determine that a closed session is required, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Section listed above.

The Board will vote on matters in Open Session considered in Closed Session or matters considered if the Board enters into a Closed meeting during the meeting, if applicable.

Closed Session closed at 7:11 PM.

Reconvened to Public Session at 7:15 PM.

3. PUBLIC COMMENTS

The Board encourages comments about the District from members of the public. Anyone who has signed up to speak in advance of the meeting in accordance with procedures may do so at this time. Each participant should address the Board from the podium microphone, stating their name and address before speaking. The Board asks that each participant's comments pertain to District business and be no longer than three (3) minutes. Copies of presentations should be made available to all Trustees and the Superintendent. **There was one public comment concerning the walking trail for students near Coleman Middle School.**

4. ACTION ITEMS

4.A. Coleman Middle School Principal

Ramona Ross-Bacon makes the motion to approve the recommendation for the new principal of Coleman Middle School. Ayanna Cabrera-Cook seconds the motion. Unanimously approved 7-0.

4.B. Minutes from Previous Board Meetings

Ramona Ross-Bacon makes the motion to approve the minutes from previous board meetings. Carma Morgan seconds the motion. Unanimously approved 7-0.

4.C. 2025-2026 DCJJAEP MOU

Ayanna Cabrera-Cook makes the motion to approve the district MOU with DCJJAEP. Carma Morgan seconds the motion. Unanimously approved 7-0.

5. WORKSHOP

5.A. Board of Trustees and Superintendent Planning and Communication Process

6. INFORMATION ITEMS

6.A. Human Resources Report

6.B. SB401 UIL Participation

7. ADJOURN at 9:32 PM.

Dr. Denise Roache-Davis, Board of Trustees President

Date

Carma Morgan, Board of Trustees Secretary

Date

VIII.B. Academics- Instructional Resources over \$50,000 Renewals

**Cedar Hill Independent School District
BOARD OF TRUSTEES**

Meeting Date: July 21, 2025

Presented by: Dr. Maria Gamell, Superintendent of Schools

Subject: Academics-Instructional Resources over \$50,000 Renewals

Action

BACKGROUND INFORMATION:

Cedar Hill ISD is proposing the renewal of essential academic software and resources for the 2025-2026 school year, each purchase exceeding \$50,000. These renewals ensure continued access to crucial educational tools that support student learning and instructional effectiveness. The district will maintain subscriptions to vital platforms that enhance curriculum delivery, facilitate assessments, and offer comprehensive data analytics to drive instructional decisions. These investments underscore the district's commitment to providing high-quality educational experiences and resources for all students. New this year LOTE curriculum resources Auténtico.

RECOMMENDATION:

Approval of Instructional Renewal purchases over \$50,000

BOARD ACTION REQUIRED:

Yes

POLICY AUTHORIZATION:

CH Legal
CH Local

CONTACT PERSON:

Dr. Cherron Montgomery, Executive Director of Teaching and Learning

FUNDING SOURCE:

Fud 199-General Fund
Fund 429-Title I
Fund 410-Instructional Materials Allotment (IMA)

ENCLOSURES:

2025-2026 [Academic Presentation > \\$50,000.00](#)

VIII.C. SB401 UIL Participation

Cedar Hill Independent School District
BOARD OF TRUSTEES

Meeting Date: July 21, 2025

Presented by: Dr. Maria Gamell, Superintendent of Schools

Subject: HB 401 Homeschool Participation in UIL Activities

Consent Item

BOARD GOAL:

N/A

BACKGROUND INFORMATION:

During the 89th Legislative session, SB 401 was passed into law related to homeschool students participating in UIL activities. The new law stipulates that school boards must opt out of allowing UIL participation, whereas in 2024-25 schools had to opt in.

RECOMMENDATION:

Administration recommends that the CHISD Trustees vote in opposition of allowing homeschool students to participate in UIL activities.

BOARD ACTION REQUIRED:

Motion to opt out of allowing homeschool participation in UIL activities to students that would be able to attend based on residential address.

CONTACT PERSON(S):

Melanie Benjamin

FUNDING SOURCE:

There are no costs associated with the order to call an election.

ENCLOSURE:

N/A

SB 401 - 89th Legislature Regular Session

Participation of non-enrolled students in University Interscholastic League (UIL) activities. The bill allows public schools to permit non-enrolled students, including homeschoolers, to participate in UIL activities if they meet the standard eligibility requirements, unless the school district or charter school adopts a policy to decline participation. The bill clarifies that non-enrolled students can participate in UIL activities for the school they would be eligible to attend based on their residential address. If the default school adopts a policy declining participation, the student can participate in the closest school that hasn't adopted such a policy.

CONS:

- Keeping up and gaining access to grades
- Immunizations
- Being a part of the school community
- No resources for the student



**RESOLUTION OF THE BOARD OF TRUSTEES
OF CEDAR HILL INDEPENDENT SCHOOL DISTRICT
REGARDING THE PARTICIPATION OF NON-ENROLLEES IN UIL ACTIVITIES**

WHEREAS, Texas Senate Bill 401 gives Texas school districts the option to adopt a resolution to opt out of allowing homeschool students to participate in University Interscholastic League (UIL) activities.

WHEREAS, the District wishes to maintain consistent oversight of academic, attendance and conduct standards for UIL participants, and;

WHEREAS, the District wishes to preserve the integrity of extracurricular programs for enrolled students;

NOW, THEREFORE, BE IT RESOLVED,

That the Cedar Hill ISD Board of Trustees declines to grant non-enrolled students the opportunity to participate in UIL activities.

PRESENTED AND PASSED on this the _____ day of _____, 2025, by a vote of _____ ayes and _____ nays at a regular meeting of the Board of Trustees of Cedar Hill Independent School District.

Dr. Denise Roache-Davis, Board President

ATTEST:

Carma Morgan, Board Secretary

- IX. BOARD DISCUSSION
 - IX.A. Upcoming Events
 - IX.B. Training and Event Recaps
- X. SUPERINTENDENT'S REPORT
 - X.A. Employment Retirements Resignations Terminations
 - X.B. May Financial Report

**Cedar Hill Independent School District
BOARD OF TRUSTEES**

Meeting Date: July 21, 2025

Presented by: Dr. Maria Gamell, Superintendent of Schools

Subject: Financial Report – May 2025

Information

SUPERINTENDENT CONSTRAINT:

Shall not make budget decisions that increase taxes

BACKGROUND INFORMATION:

Each month, financial reports are prepared detailing the status of the District's financial activity for the fiscal year. The financial report for the month ending May 2025 is enclosed. The financial reports are separated into revenue and expenditures. The expenditures are summarized by function and by object.

CONTACT PERSON(S):

Jaclyn West, Chief Financial Officer

ENCLOSURES:

Financial Report

**Cedar Hill Independent School District
Financial Report Month Ending May 31, 2025**



2024-2025 Fiscal Year

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**CEDAR HILL INDEPENDENT SCHOOL DISTRICT
2024-2025 FISCAL YEAR BOARD-APPROVED BUDGETS
FOR THE ELEVENTH MONTH ENDING MAY 31, 2025**



	General Fund		Food Service		Debt Service		District Total	
	Original Budget	Amended Budget	Original Budget	Amended Budget	Original Budget	Amended Budget	Original Budget	Amended Budget
REVENUES:								
Local and Intermediate Sources	\$ 42,695,082	\$ 44,877,509	\$ 681,010	\$ 689,194	\$ 18,084,885	\$ 19,523,000	\$ 61,460,977	\$ 65,089,703
State Program Revenues	20,315,881	22,475,469	16,473	17,809	1,283,450	1,137,236	21,615,804	23,630,514
Federal Program Revenues	550,000	287,116	3,749,286	3,387,169	350,000	356,773	4,649,286	4,031,058
Other Financing Sources	-	-	-	-	-	-	-	-
Total Revenues	\$ 63,560,963	\$ 67,640,094	\$ 4,446,769	\$ 4,094,172	\$ 19,718,335	\$ 21,017,009	\$ 87,726,067	\$ 92,751,275
EXPENDITURE SUMMARY BY FUNCTION:								
11 - Instructional	\$ 33,459,889	\$ 34,501,671	\$ -	\$ -	\$ -	\$ -	\$ 33,459,889	\$ 34,501,671
12 - Instructional Resources and Media Services	645,251	735,842	-	-	-	-	645,251	735,842
13 - Curriculum and Instructional Staff Development	1,374,836	962,121	-	-	-	-	1,374,836	962,121
21 - Instructional Leadership	861,236	850,090	-	-	-	-	861,236	850,090
23 - School Leadership	4,469,817	4,380,451	-	-	-	-	4,469,817	4,380,451
31 - Guidance, Counseling and Evaluation	2,573,735	3,059,375	-	-	-	-	2,573,735	3,059,375
32 - Social Work Services	35,383	41,183	-	-	-	-	35,383	41,183
33 - Health Services	679,507	854,808	-	-	-	-	679,507	854,808
34 - Student Transportation	3,893,806	4,142,223	-	-	-	-	3,893,806	4,142,223
35 - Child Nutrition/Food Service	25,689	10,689	3,952,715	3,900,807	-	-	3,978,404	3,911,496
36 - Cocurricular/Extra Curricular Activities	2,105,684	2,256,653	-	-	-	-	2,105,684	2,256,653
41 - General Administration	3,359,281	3,443,539	-	-	-	-	3,359,281	3,443,539
51 - Plant Maintenance and Facility Services	9,244,667	8,807,861	494,054	438,217	-	-	9,738,721	9,246,078
52 - Security and Monitoring Services	2,082,083	2,811,768	-	-	-	-	2,082,083	2,811,768
53 - Data Processing Services	1,651,661	1,884,781	-	-	-	-	1,651,661	1,884,781
61 - Community Services	223,090	175,090	-	-	-	-	223,090	175,090
71 - Debt Service Cost	744,769	514,769	-	-	18,637,486	14,829,292	19,382,255	15,344,061
91- Contracted Instructional Services between Public Schools	1,669,837	1,603,837	-	-	-	-	1,669,837	1,603,837
93 - Shared Service Agreement	44,235	44,235	-	-	-	-	44,235	44,235
95 - Payments to Juvenile Justice Alternative Program	30,000	3,000	-	-	-	-	30,000	3,000
99 - Other Intergovernmental Charges	199,417	213,730	-	-	-	-	199,417	213,730
Other Financing Uses	-	-	-	-	-	-	-	-
Total Expenditures	\$ 69,373,873	\$ 71,297,716	\$ 4,446,769	\$ 4,339,024	\$ 18,637,486	\$ 14,829,292	\$ 92,458,128	\$ 90,466,032
EXPENDITURE SUMMARY BY OBJECT:								
61XX - Payroll Cost	\$ 53,693,783	\$ 57,133,173	\$ 542,000	\$ 542,000	\$ -	\$ -	\$ 54,235,783	\$ 57,675,173
62XX - Professional and Contracted Services	7,561,166	7,626,563	1,182,242	1,449,136	-	-	8,743,408	9,075,699
63XX - Supplies and Materials	3,698,566	3,511,517	2,218,473	1,923,492	-	-	5,917,039	5,435,009
64XX - Other Operating Expenses	3,647,484	2,290,665	10,000	2,382	-	-	3,657,484	2,293,047
65XX - Bond Principal	-	-	-	-	15,457,562	6,368,904	15,457,562	6,368,904
65XX - Bond Interest	-	-	-	-	3,079,924	8,442,115	3,079,924	8,442,115
65XX - Other Debt Serv Fees	744,769	511,711	-	-	100,000	18,272	844,769	529,983
66XX - Capital Outlay Expenses	28,105	224,087	494,054	422,014	-	-	522,159	646,101
89XX - Other Uses	-	-	-	-	-	-	-	-
Total Expenditures	\$ 69,373,873	\$ 71,297,716	\$ 4,446,769	\$ 4,339,024	\$ 18,637,486	\$ 14,829,291	\$ 92,458,128	\$ 90,466,031
Excess (Deficiency) of Revenues Over Expenditures	\$ (5,812,910)	\$ (3,657,622)	\$ -	\$ (244,852)	\$ 1,080,849	\$ 6,187,718	\$ (4,732,061)	\$ 2,285,244

**CEDAR HILL INDEPENDENT SCHOOL DISTRICT
(UNAUDITED) STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GENERAL OPERATING FUND (199)
FOR THE ELEVENTH MONTH ENDING MAY 31, 2025**



	CURRENT YEAR 2024-2025					PRIOR YEAR 2023-2024				
	Original Budget	Amended Budget	MAY 2025	Actual Year to Date	Actual to Budget	Original Budget	Amended Budget	MAY 2024	Actual Year to Date	Actual to Budget
REVENUES:										
Local and Intermediate Sources	\$ 42,695,082	\$ 44,877,509	\$ 133,297	\$ 44,739,675	99.69%	\$ 49,400,954	\$ 40,883,623	\$ 248,628	\$ 40,813,099	99.83%
State Program Revenues	20,315,881	22,475,469	928,766.35	15,908,002	70.78%	16,057,316	25,911,601	1,257,142.70	13,563,002	52.34%
Federal Program Revenues	550,000	287,116	28,983.34	255,304	88.92%	1,010,000	591,187	80,648.86	571,356	96.65%
Other Financing Sources	-	-	-	-	0.00%	-	-	-	-	0.00%
Total revenues	\$ 63,560,963	\$ 67,640,094	\$ 1,091,046	\$ 60,902,981	90.04%	\$ 66,468,270	\$ 67,386,411	\$ 1,586,420	\$ 54,947,457	81.54%
EXPENDITURE SUMMARY BY FUNCTION:										
11 - Instruction	\$ 33,459,889	\$ 34,501,671	\$ 2,856,130	\$ 26,777,471	77.61%	\$ 33,971,753	\$ 36,765,935	\$ 3,020,835	\$ 28,774,729	78.26%
12 - Instructional Resources and Media Services	645,251	735,842	58,725	572,971	77.87%	624,006	709,810	54,153	559,820	78.87%
13 - Curriculum and Instructional Staff Development	1,374,836	962,121	74,057	856,762	89.05%	1,399,574	1,168,199	96,073	1,053,923	90.22%
21 - Instructional Leadership	861,236	850,090	70,572	765,500	90.05%	979,676	919,091	76,687	826,830	89.96%
23 - School Leadership	4,469,817	4,380,451	357,579	3,749,390	85.59%	4,667,714	4,674,090	394,660	3,968,742	84.91%
31 - Guidance, Counseling and Evaluation	2,573,735	3,059,375	308,506	2,557,853	83.61%	2,981,330	3,196,040	322,396	2,644,213	82.73%
32 - Social Work Services	35,383	41,183	3,326	31,450	76.37%	34,368	40,816	3,326	31,501	77.18%
33 - Health Services	679,507	854,808	67,749	671,762	78.59%	887,428	699,372	94,320	570,273	81.54%
34 - Student Transportation	3,893,806	4,142,223	421,542	3,742,247	90.34%	4,756,728	4,278,915	406,130	3,844,402	89.85%
35- Food Service	25,689	10,689	-	-	0.00%	12,500	25,689	-	13,189	51.34%
36 - Cocurricular/Extra Curricular Activities	2,105,684	2,256,653	204,508	1,898,152	84.11%	2,136,835	2,186,822	227,646	1,882,690	86.09%
41 - General Administration	3,359,281	3,443,539	377,673	3,046,975	88.48%	3,620,513	3,538,261	294,719	3,090,686	87.35%
51 - Plant Maintenance and Facility Services	9,244,667	8,807,861	652,213	7,748,269	87.97%	9,048,547	8,871,604	701,482	7,787,850	87.78%
52 - Security and Monitoring Services	2,082,083	2,811,768	227,630	2,541,226	90.38%	1,889,202	2,691,690	283,413	2,121,720	78.82%
53 - Data Processing Services	1,651,661	1,884,781	138,209	1,705,643	90.50%	1,621,364	1,903,076	151,680	1,695,873	89.11%
61 - Community Services	223,090	175,090	12,182	148,979	85.09%	196,936	210,057	21,715	181,199	86.26%
71 - Debt Service	744,769	514,769	77,529	484,044	94.03%	744,769	749,206	86,545	691,203	92.26%
91- Recapture	1,669,837	1,603,837	-	-	0.00%	-	983,559	-	-	0.00%
93 - Shared Service Agreement	44,235	44,235	-	44,235	100.00%	153,518	44,235	-	44,235	100.00%
95 - Payments to Juvenile Justice Alternative Program	30,000	3,000	-	3,000	100.00%	30,000	5,000	-	3,000	60.00%
99 - Other Intergovernmental Charges	199,417	213,730	53,432	213,730	100.00%	186,000	199,417	49,855	199,417	100.00%
Other Financing Uses	-	-	-	-	0.00%	-	-	-	-	0.00%
Total expenditures	\$ 69,373,873	\$ 71,297,716	\$ 5,961,561	\$ 57,559,659	80.73%	\$ 69,942,761	\$ 73,860,884	\$ 6,285,634	\$ 59,985,495	81.21%
EXPENDITURE SUMMARY BY OBJECT:										
61XX - Payroll Cost	\$ 53,693,783	\$ 57,133,173	\$ 4,855,051	\$ 46,100,885	80.69%	\$ 55,915,355	\$ 59,330,058	\$ 4,969,677	\$ 48,172,107	81.19%
62XX - Professional and Contracted Services	7,561,166	7,626,563	649,914	5,399,487	70.80%	6,769,857	7,139,939	656,097	5,110,868	71.58%
63XX - Supplies and Materials	3,698,566	3,511,517	288,455	3,224,260	91.82%	3,428,662	3,823,188	413,155	3,470,944	90.79%
64XX - Other Operating Expenses	3,647,484	2,290,665	70,963	2,126,898	92.85%	2,546,488	2,416,158	97,790	2,278,895	94.32%
65XX - Debt Service Payment	744,769	511,711	77,529	484,044	94.59%	744,769	727,606	86,545	691,203	95.00%
66XX - Capital Outlay Expenses	28,105	224,087	19,648	224,086	100.00%	537,630	423,935	62,371	261,477	61.68%
Other Financing Uses	-	-	-	-	0.00%	-	-	-	-	0.00%
Total expenditures	\$ 69,373,873	\$ 71,297,716	\$ 5,961,561	\$ 57,559,659	80.73%	\$ 69,942,761	\$ 73,860,884	\$ 6,285,635	\$ 59,985,495	81.21%
Excess (Deficiency) of Revenues Over Expenditures	\$ (5,812,910)	\$ (3,657,622)	\$ (4,870,515)	\$ 3,343,322		\$ (3,474,491)	\$ (6,474,473)	\$ (4,699,215)	\$ (5,038,038)	

**CEDAR HILL INDEPENDENT SCHOOL DISTRICT
(UNAUDITED) STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
CHILD NUTRITION FUND (240)
FOR THE ELEVENTH MONTH ENDING MAY 31, 2025**



	CURRENT YEAR 2024-2025					PRIOR YEAR 2023-2024				
	Original Budget	Amended Budget	MAY 2025	Actual Year to Date	Actual to Budget	Original Budget	Amended Budget	MAY 2024	Actual Year to Date	Actual to Budget
REVENUES:										
Local and Intermediate Sources	\$ 681,010	\$ 689,194	\$ 123,670	\$ 691,376	100.32%	\$ 597,300	\$ 690,448	\$ 57,080	\$ 696,690	100.90%
State Program Revenues	16,473	17,809	-	17,283		17,446	40,007	-	36,145	90.35%
Federal Program Revenues	3,749,286	3,387,169	440,387	3,080,168	90.94%	4,664,018	3,802,876	453,831	3,723,210	97.91%
Other Financing Sources	-	-	-	-		-	-	-	-	0.00%
Total revenues	\$ 4,446,769	\$ 4,446,769	\$ 564,058	\$ 3,788,826	85.20%	\$ 5,278,764	\$ 4,533,331	\$ 510,911	\$ 4,456,046	98.30%
EXPENDITURE SUMMARY BY FUNCTION:										
35 - Child Nutrition/Food Service	\$ 3,952,715	\$ 3,900,807	\$ 389,847	\$ 3,723,916	95.47%	\$ 4,322,545	\$ 4,142,623	\$ 459,550	\$ 3,993,127	96.39%
51 - Plant Maintenance and Facility Services	494,054	438,217	(20,522)	438,217	100.00%	-	422,181	-	-	0.00%
Total expenditures	\$ 4,446,769	\$ 4,446,769	\$ 369,325	\$ 4,162,133	93.60%	\$ 4,322,545	\$ 4,564,804	\$ 459,550	\$ 3,993,127	87.48%
EXPENDITURE SUMMARY BY OBJECT:										
61XX - Payroll Cost	\$ 542,000	\$ 542,000	\$ 77,438	\$ 508,446	93.81%	\$ 542,000	\$ 516,753	\$ 51,032	\$ 466,193	90.22%
62XX - Professional and Contracted Services	1,182,242	1,449,136	205,000	1,398,694	96.52%	3,081,136	886,072	379,667	1,182,242	133.42%
63XX - Supplies and Materials	2,218,473	1,923,492	107,366	1,831,751	95.23%	449,409	2,725,918	27,657	2,342,946	85.95%
64XX - Other Operating Expenses	10,000	2,382.00	43	1,228.17	51.56%	50,000	2,065.00	1,195	1,746.38	84.57%
66XX - Capital Outlay Expenses	494,054	422,014	(20,522)	422,014	100.00%	200,000	433,996	-	-	0.00%
89XX - Other Uses	-	-	-	-	0.00%	-	-	-	-	0.00%
Total expenditures	\$ 4,446,769	\$ 4,446,769	\$ 369,325	\$ 4,162,133	93.60%	\$ 4,322,545	\$ 4,564,804	\$ 459,551	\$ 3,993,127	87.48%
Excess (Deficiency) of Revenues Over Expenditures	\$ -	\$ -	\$ 194,733	\$ (373,307)		\$ 956,219	\$ (31,473)	\$ 51,361	\$ 462,919	

**CEDAR HILL INDEPENDENT SCHOOL DISTRICT
(UNAUDITED) STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
DEBT SERVICE FUND (599)
FOR THE ELEVENTH MONTH ENDING MAY 31, 2025**



	CURRENT YEAR 2024-2025					PRIOR YEAR 2023-2024				
	Original Budget	Amended Budget	MAY 2025	Actual Year to Date	Actual to Budget	Original Budget	Amended Budget	MAY 2024	Actual Year to Date	Actual to Budget
REVENUES:										
Local and Intermediate Sources	\$ 18,084,885	\$ 19,523,000	\$ 77,794	\$ 19,461,232	99.68%	\$ 19,361,643	\$ 17,180,614	\$ 88,868	\$ 17,094,515	99.50%
State Program Revenues	1,283,450	1,137,236	-	1,442,848	126.87%	517,964	1,375,207	-	1,375,207	100.00%
Federal Program Revenues	350,000	356,773	-	356,773	100.00%	375,000	353,235	-	176,617	50.00%
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Total revenues	\$ 19,718,335	\$ 19,718,335	\$ 77,794	\$ 21,260,853	107.82%	\$ 20,254,607	\$ 18,909,056	\$ 88,868	\$ 18,646,339	98.61%
EXPENDITURE SUMMARY BY FUNCTION:										
71 - Debt Service Cost	\$ 18,637,486	\$ 14,829,292	\$ -	\$ 14,824,389	99.97%	\$ 19,127,279	\$ 20,127,279	\$ 539	\$ 20,042,008	99.58%
Other Financing Uses	-	-	-	-	0.00%	-	-	-	-	0.00%
Total expenditures	\$ 18,637,486	\$ 18,637,486	\$ -	\$ 14,824,389	79.54%	\$ 19,127,279	\$ 20,127,279	\$ 539	\$ 20,042,008	99.58%
EXPENDITURE SUMMARY BY OBJECT:										
6511 - Bond Principal	\$ 15,457,562	\$ 6,368,904	\$ -	\$ 6,368,904	100.00%	\$ 13,150,145	\$ 14,150,145	\$ -	\$ 14,150,145	100.00%
6521 - Bond Interest	3,079,924	8,442,115	-	8,442,115	100.00%	5,877,134	5,877,134	-	5,877,133	100.00%
6599 - Other Debt Serv Fees	100,000	18,272	-	13,370	73.17%	100,000	100,000	539	14,730	14.73%
Total expenditures	\$ 18,637,486	\$ 18,637,486	\$ -	\$ 14,824,389	79.54%	\$ 19,127,279	\$ 20,127,279	\$ 539	\$ 20,042,008	99.58%
Excess (Deficiency) of Revenues Over Expenditures	\$ 1,080,849	\$ 1,080,849	\$ 77,794	\$ 6,436,464		\$ 1,127,328	\$ (1,218,223)	\$ 88,329	\$ (1,395,669)	

X.C. Purchases over \$50,000

Cedar Hill Independent School District BOARD OF TRUSTEES

Meeting Date: July 21, 2025

Presented by: Dr. Maria Gamell, Superintendent of Schools

Subject: Purchases over \$50,000

Information

BACKGROUND INFORMATION:

Cedar Hill ISD Board Policy CH (LOCAL) states, the Superintendent is not required to obtain Board approval for the following types of budgeted purchases, regardless of cost, but shall subsequently report them to the Board:

1. A purchase made pursuant to a Board-approved interlocal contract, in accordance with state law;
2. A purchase made through a cooperative purchasing program, in accordance with state law;
3. A purchase made through a state purchasing program that satisfies the District's obligation for competitive purchasing;
4. The purchase of budgeted regulated utility services;
5. A continuing or periodic purchase of goods or services under a Board-approved bid or contract; or
6. A purchase for produce or fuel

RECOMMENDATION:

N/A

BOARD ACTION REQUIRED:

N/A

POLICY AUTHORIZATION:

CH – LEGAL Purchasing and Acquisition

CH – LOCAL Purchasing and Acquisition

CONTACT PERSON:

Jaclyn West, Chief Finance Officer

Patricio Valdez Contreras, Purchasing Manager

FUNDING SOURCE:

Multiple

ENCLOSURES:

Purchases over \$50,000 report

Cedar Hill Independent School District
June Purchases over \$50,000
Reported July 10, 2025 for Fiscal Year 2024-2025



Vendor	Description	Check Date	Amount	Method of Purchase	Fund Source
Dallas College	Textbooks Inst. Materials Dual Credit Students	6/4/2025	86,040.00		Fund 199
Direct Energy	May Services	6/4/2025	84,429.53	TASB Interlocal	Fund 199
Netsync Network Solutions	Stackable Switches & SFP	6/4/2025	818,464.42	DIR Co-Op	Fund 624
Waypoint Business Solutions	V-Center Power Stack Stretch Server CLuster	6/4/2025	92,230.40	DIR Co-Op	Fund 624
College Board Fourum	Ap Testing	6/11/2025	72,210.00	Buyboard	Fund 199
Dell Inc.	Laptops for Sped Teachers	6/11/2025	59,022.60	DIR Co-Op	Fund 625
Transpar Group, Inc.	May Services	6/11/2025	79,610.00	Omnia Cooperative	Fund 199
Aramark	May Services	6/18/2025	302,105.60	RFP 21-22-04	Fund 240
Dikita Enterprises	Project Management Services for 2024 Bond	6/26/2025	84,475.90	RFP 24-25-02	Fund 624
Direct Energy	June Services	6/26/2025	87,325.61	TASB Interlocal	Fund 199
Netsync Network Solutions	Access Points, Wireless LAN Switches and SFP's	6/30/2025	57,186.53	DIR Co-Op	Fund 624
Transpar Group, Inc.	June Services	6/30/2025	79,610.00	Omnia Cooperative	

X.D. June Bond Budget Report

**Cedar Hill Independent School District
BOARD OF TRUSTEES**

Meeting Date: July 21, 2025

Presented by: Dr. Maria Gamell, Superintendent of Schools

Subject: Bond Budget Update – June 2025

Information

BACKGROUND INFORMATION:

In May 2024, the citizens of Cedar Hill ISD passed two bond referendums totaling \$282.4 million for capital improvements, the purchase of buses, and the improvement of technology.

RECOMMENDATION:

N/A

BOARD ACTION REQUIRED:

N/A

CONTACT PERSON:

Jaclyn West, Chief Financial Officer

FUNDING SOURCE:

Bond Funds (624 and 625)

ENCLOSURES:

Bond Budget

**CEDAR HILL INDEPENDENT SCHOOL DISTRICT
BOND PROJECTS BUDGET
FUND (624) BOND PROPOSITION A
FOR THE TWELVE MONTHS ENDING JUNE 30, 2025**



	CURRENT YEAR 2024-2025				
	Original Budget*	Revised Budget	Fiscal Activity	Encumbered	Available
REVENUES:					
Investment Interest	\$ -	\$ 4,802,261	\$ 4,802,261	\$ -	\$ -
Bond Sales Proceeds	239,500,000	239,500,000	239,500,000	-	-
Premium/Discount on Issuance of Bond	11,095,967	11,095,967	11,095,967	-	-
Total revenues	\$ 250,595,967	\$ 255,398,228	\$ 255,398,228	\$ -	\$ -

EXPENDITURES:						
001 Cedar Hill HS	Furniture, Fixtures, & Equipment	\$ 683,577	\$ 683,577	\$ -	\$ -	\$ 683,577
001 Cedar Hill HS	Renovations including Safety & Security	68,357,717	68,357,717	850	-	68,356,867
003 Collegiate HS	Furniture, Fixtures, & Equipment	156,607	156,607	-	-	156,607
003 Collegiate HS	Renovations including Safety & Security	15,660,635	15,660,635	-	-	15,660,635
041 Permenter MS	Furniture, Fixtures, & Equipment	202,914	202,914	-	-	202,914
041 Permenter MS	Renovations including Safety & Security	5,291,405	5,291,405	-	-	5,291,405
042 Bessie Coleman MS	Furniture, Fixtures, & Equipment	222,209	222,209	-	-	222,209
042 Bessie Coleman MS	Renovations including Safety & Security	7,220,906	7,220,906	-	-	7,220,906
043 Collegiate Academy MS	Furniture, Fixtures, & Equipment	156,606	156,606	-	-	156,606
043 Collegiate Academy MS	Renovations including Safety & Security	15,660,635	15,660,635	-	-	15,660,635
102 Plummer ES	Furniture, Fixtures, & Equipment	135,867	135,867	-	-	135,867
102 Plummer ES	Renovations including Safety & Security	13,586,736	13,199,970	59,610	-	13,140,360
102 Plummer ES	Playground	-	386,766	-	-	386,766
104 High Pointe ES	Furniture, Fixtures, & Equipment	146,999	146,999	-	-	146,999
104 High Pointe ES	Renovations including Safety & Security	14,699,801	14,300,801	768,199	2,740	13,529,862
104 High Pointe ES	Playground	-	399,000	-	-	399,000
105 Highland ES	Furniture, Fixtures, & Equipment	174,198	174,198	-	-	174,198
105 Highland ES	Renovations including Safety & Security	17,419,795	17,031,929	-	-	17,031,929
105 Highland ES	Playground	-	387,866	-	-	387,866
107 Waterford Oaks ES	Furniture, Fixtures, & Equipment	164,432	164,432	-	-	164,432
107 Waterford Oaks ES	Renovations including Safety & Security	16,443,084	15,995,958	284,368	-	15,711,590
107 Waterford Oaks ES	Playground	-	447,126	-	-	447,126
108 Lake Ridge ES	Furniture, Fixtures, & Equipment	153,887	153,887	-	-	153,887
108 Lake Ridge ES	Renovations including Safety & Security	15,388,652	14,998,146	-	-	14,998,146
108 Lake Ridge ES	Playground	-	390,506	-	-	390,506
110 Collegiate Prep ES	Furniture, Fixtures, & Equipment	164,350	164,350	-	-	164,350
110 Collegiate Prep ES	Renovations including Safety & Security	16,435,028	16,039,924	-	-	16,039,924
110 Collegiate Prep ES	Playground	-	395,104	-	-	395,104
750 Administration	Administration and Overhead	-	41,160	90,637	-	(49,477)
750 Administration	Project Management Services	-	3,666,827	441,428	-	3,225,399
750 Administration	Project Management Software	-	36,600	36,600	-	-
750 Administration	Bond Issuance Cost	2,095,967	2,094,132	2,094,132	-	-
750 Administration	Estimated Arbitrage Rebate to IRS	-	1,232,779	1,232,779	-	-
994 Lacy Enrollment Ctr	Renovations including Safety & Security	8,534,632	8,534,632	-	-	8,534,632
995 LKL Auxiliary Srv Ctr	Furniture, Fixtures, & Equipment	189,412	189,412	-	-	189,412
995 LKL Auxiliary Srv Ctr	Land Purchase and Improvements	-	1,058,455	1,061,371	-	(2,916)
995 LKL Auxiliary Srv Ctr	Building purchase, construction, improvement	21,549,916	20,515,612	641,903	-	19,873,709
996 Transportation	Buses	2,700,000	2,700,000	-	-	2,700,000
997 Technology	Technology Infrastructure	7,000,000	7,000,000	1,303,661	36,000	5,660,339
Total Expenditures		\$ 250,595,967	\$ 255,595,649	\$ 8,015,538	\$ 38,740	\$ 247,541,371

Future Bond Sale

041 Permenter MS	Renovations including Safety & Security	\$ 15,000,000	*Budget is based on preliminary estimates.
042 Bessie Coleman MS	Renovations including Safety & Security	\$ 15,000,000	
		<u>\$ 30,000,000</u>	

**CEDAR HILL INDEPENDENT SCHOOL DISTRICT
 BOND PROJECTS BUDGET
 FUND (625) BOND PROPOSITION B
 FOR THE TWELVE MONTHS ENDING JUNE 30, 2025**



Campus/Department	CURRENT YEAR 2024-2025			
	Budget	Expended	Encumbered	Available
Cedar Hill HS	\$ 1,040,502	\$ 965,448	\$ -	\$ 75,054
Collegiate HS	148,716	136,827	-	11,889
Permenter MS	290,412	258,566	-	31,846
Bessie Coleman MS	310,096	277,690	-	32,406
Collegiate Academy MS	173,647	149,433	-	24,214
Plummer ES	234,304	212,193	-	22,111
High Pointe ES	287,462	264,366	-	23,096
Highland ES	253,165	206,069	-	47,096
Waterford Oaks ES	238,182	224,424	-	13,758
Lake Ridge ES	225,449	221,105	-	4,344
Collegiate Prep ES	260,675	240,879	-	19,796
District -wide	437,390	425,282		12,108
Totals	\$ 3,900,000	\$ 3,582,283	\$ -	\$ 317,718

XI. ADJOURN