

**Agenda of Meeting  
Midlothian ISD  
Board of Trustees Regular Meeting**

L.A. Mills Administration Building  
100 Walter Stephenson Road  
Midlothian, Texas 76065

**Tuesday, February 17, 2026 – 5:30 PM**

---

A Regular Meeting of the Board of Trustees of Midlothian ISD will be held Tuesday, February 17, 2026, beginning at 5:30 PM.

The subjects to be discussed or considered, or upon which any formal action may be taken are listed on the agenda, which is attached to, and made a part of this Notice. Items do not have to be taken in the order shown on this meeting notice.

The open portions of this meeting will be streamed live and recorded. The video will be made available to the public on the District’s website.

**PUBLIC COMMENT** – The Board offers public comment at the beginning of each Regular Meeting in accordance with Texas Education Code 26.0071. Members of the public may choose between two opportunities when addressing the Board during the public comment portion of the board meeting; immediately following the opening of the meeting prior to the Executive Session or a second public comment as it appears on the posted agenda. An individual may sign up for only one public comment offering per meeting.

Individuals wishing to participate in Public Comment must: indicate the desired time slot (e.g., “1<sup>st</sup> Public Comment” or “2<sup>nd</sup> Public Comment), sign up [online by 4:00 pm](#) the day of the meeting or sign in and complete a "Public Comment Participation Form" and present it to the Board President or designee 10 minutes prior to the start of the meeting. If a completed form for public comment is not received by the applicable deadline posted, the individual will not be able to participate in public comment at this meeting.

In accordance with the Texas Open Meetings Act, Board Members will listen to the comments. The Board, through the presiding officer or Superintendent, can offer factual information, cite Board policy, or direct the administration to investigate items and report back to the Board, but shall not engage in a two-way dialogue with patrons.

- I. **FIRST ORDER OF BUSINESS**
  - A. Announcement by the presiding officer that a quorum of Board members is present, that the meeting has been duly called, and that notice of the meeting has been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551
- II. **PUBLIC COMMENT #1**
- III. **CLOSED SESSION as authorized by the Texas Open Meetings Act, Texas Government Code Chapter 551.**
  - A. Discussion of Personnel, Texas Government Codes 551.074 - Resignations, Terminations, and Non-renewals of Professional Employees, Employment, Leaves of Absences, Personnel Issues

1.	Discuss Recommendation for Athletic Director Position	
2.	Discuss Action to Propose Termination of Teacher Probationary Contract	
B.	Discuss Purchase, Exchange, Lease, or Value of Real Property 551.072	
C.	Students, Texas Government Code 551.082, 551.0821	
1.	Discipline Issues	
2.	Non-Discipline Issues	
D.	551.071 Private consultation with the board’s attorney	
1.	Social Media MDL Update	
IV.	<b>RECONVENE TO OPEN SESSION</b>	
V.	<b>INTRODUCTION OF MEETING</b>	
A.	Invocation	
B.	Pledges of Allegiance	
VI.	<b>SUPERINTENDENT REPORT</b>	<b>5</b>
VII.	<b>TRUSTEE GOOD THINGS</b>	<b>6</b>
VIII.	<b>PUBLIC COMMENT #2</b>	
IX.	<b>PRESENTATIONS / RECOGNITIONS</b>	
A.	MISD Mission, Vision, and Cultural Tenets	7
B.	MISD Board Pledge	9
C.	Recognition: Athletic Academic All State - Fall Sports	11
D.	Recognition: Lions Peace Poster Contest Winner Layni Dickerson placed 2nd place	12
E.	Recognition: 2025-26 Campus Teachers of the Year	13
X.	<b>SUBCOMMITTEE REPORTS</b>	
A.	Governance Subcommittee Update	15
XI.	<b>TAPR/Annual Report Public Hearing</b>	<b>16</b>
XII.	<b>CONSENT AGENDA</b>	
A.	Consider Meeting Minutes	
1.	January 20, 2026 Regular Meeting Minutes	18
B.	Consider Approving Local Policy Revisions: CH(LOCAL) and EIC(LOCAL)	24
C.	Consider Approving Local Policy Revisions within TASB Policy Update 126	32
D.	Consider Approving Texas State Technical College Dual Credit Memorandum of Understanding	110
E.	Consider Approving Low Attendance Day Waiver	111
F.	Consideration Approving a Board Resolution Regarding Approval of Employee Pay during the District Closure Due to Winter Weather	114
G.	Consider TEA Waiver for Missed School Days	117
XIII.	<b>DISCUSSION / ACTION ITEMS</b>	
A.	Consider Recommendation for Athletic Director Position	118
B.	Consider Designation of Independent Auditor for Fiscal Year 2025-2026	120
C.	Consider and Take Action on SB11 Resolution from the 89 <sup>th</sup> Legislative	122

	Session	
	D. Discuss and Consider 2026-2027 Calendar Recommendation	138
XIV.	<b>INFORMATION ONLY</b>	
	A. Campus Spotlight - Irvin Elementary School	140
	B. Campus Spotlight - Midlothian High School	141
	C. Receive Financial Reports	142
XV.	<b>Action, if any, on Items Discussed in Closed Session</b>	
	A. Consider Action to Propose Termination of Teacher Probationary Contract	
XVI.	<b>Consider Agenda Items/Topics for Upcoming Meetings</b>	
XVII.	<b>ADJOURNMENT OF MEETING</b>	

If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed meeting or session of the Board of Trustees is required, then such closed meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the School Board at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the School Board may conveniently meet in such closed meeting or session concerning any and all purposes permitted by the Act, including, but not limited to the following sections and purposes:

Texas Government Code Section:

- 551.071 Private consultation with the board's attorney.
- 551.072 Discussing purchase, exchange, lease, or value of real property.
- 551.073 Discussing negotiated contracts for prospective gifts or donations.
- 551.074 Discussing personnel or to hear complaints against personnel.
- 551.075 To confer with employees of the school district to receive information or to ask questions.
- 551.076 Considering the deployment, specific occasions for, or implementation of, security personnel, or devices.
- 551.082 Considering discipline of a public school child, or complaint or charge against personnel.
- 551.0821 Discussing personally identifiable information about a public school student.
- 551.083 Considering the standards, guidelines, terms, or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employees groups.
- 551.084 Excluding witnesses from a hearing.

Should any final action, final decision, or final vote be required in the opinion of the school Board with regard to any matter considered in such closed meeting or session, then the final action, final decision, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or
- (b) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.





**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Superintendent Good Things	
<b>Requires Board Action:</b>	NO	
<b>Agenda Location:</b>	PRESENTATIONS / RECOGNITIONS	
<b>Template Attachments:</b>	No	
<b>If yes, then select what applies:</b>		
<b>Link to the presentation:</b>		
<b>Background Information</b>	<b>WHY:</b> As we open each meeting, the Superintendent's Good Things provides an opportunity to recognize specific students, staff, and community members.	
<b>Strategic Priority: (Primary)</b>	Priority 1: Student Success	
<b>Performance Objective: (Primary)</b>	1.1 Multiple Pathways for All Students to Belong	
<b>Strategic Priority: (Secondary - if needed)</b>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective: (Secondary - if needed)</b>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>		
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	N/A	
<b>Presenter:</b>	David Belding, Ed.D.	
	Superintendent	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Trustee Good Things	
<b>Requires Board Action:</b>	NO	
<b>Agenda Location:</b>	PRESENTATIONS / RECOGNITIONS	
<b>Template Attachments:</b>	No	
<b>If yes, then select what applies:</b>	Presentation	
<b>Link to the presentation:</b>		
<b>Background Information</b>	<b>WHY:</b> As we open each meeting, Trustees have an opportunity to share "Good Things" recognizing specific students, staff, and community members.	
<b>Strategic Priority: (Primary)</b>	Priority 1: Student Success	
<b>Performance Objective: (Primary)</b>	1.2 All Students Exhibit Yearly Growth in Core Areas	
<b>Strategic Priority: (Secondary - if needed)</b>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective: (Secondary - if needed)</b>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference: (1) / (2)</b>		
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	None	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	No action required.	
<b>Presenter:</b>	Ryan Timm	
	Board President	



**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026
<b>Agenda Item:</b>	MISD Mission, Vision, and Cultural Tenets
<b>Requires Board Action:</b>	NO
<b>Agenda Location:</b>	PRESENTATIONS / RECOGNITIONS
<b>Template Attachments:</b>	No
<b>If yes, then select what applies:</b>	
<b>Link to the presentation:</b>	
<b>Background Information</b>	<p><b>WHY:</b> As we open each meeting, it is important that we share the MISD Mission, Vision, and Cultural Tenets with everyone.</p> <p><b>Mission:</b> The mission of Midlothian ISD is to educate students by empowering them to maximize their potential.</p> <p><b>Vision:</b> Inspiring excellence today to change the world tomorrow</p> <p><b>MISD Cultural Tenets:</b></p>
	<p>The graphic consists of six colored boxes arranged in two rows of three. The top row contains: 'WE ARE FAMILY' (green), 'CELEBRATE THE POWER OF DIVERSITY' (teal), and 'HONOR RELATIONSHIPS' (red). The bottom row contains: 'UNLIMITED POTENTIAL' (orange-red), 'EXCELLENCE THROUGH PURPOSE' (orange), and 'WE ARE MIDLOTHIAN STRONG' (blue). In the center of the graphic is the Midlothian ISD logo with the tagline 'INSPIRING EXCELLENCE'.</p>
<b>Strategic Priority: (Primary)</b>	Priority 1: Student Success
<b>Performance Objective: (Primary)</b>	1.1 Multiple Pathways for All Students to Belong
<b>Strategic Priority: (Secondary - if needed)</b>	
<b>Performance Objective: (Secondary - if needed)</b>	
<b>Legal Reference: (1) / (2)</b>	

<b>Policy Reference: (1) / (2)</b>	AE-Educational Philosophy	
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	N/A	
<b>Presenter:</b>	Ryan Timm	
	Board President	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Board Pledge	
<b>Agenda Location:</b>	PRESENTATIONS / RECOGNITIONS	
<b>Template Attachments:</b>	Yes	PDF
<b>If yes, then select what applies:</b>	PDF	PDF
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> As we open each meeting, it is important that we share the MISD Board Pledge with all participants.</p> <p><b>WHAT:</b> <i>Pledge is attached to read for the audience.</i></p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Primary)</i>	3.2 Strive to Be a Listening and Learning Organization Aligned with Stakeholder Engagement	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	N/A	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	N/A	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>	BBF-BOARD MEMBERS - ETHICS	
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	Presentation only	
<b>Presenter:</b>	MISD Board of Trustees	

# Board Pledge

## 2025-2026

<p><b>John Knight</b></p>	<p><i>As a member of the Board, I shall promote the best interests of the District as a whole and, to that end, shall adhere to the following ethical standards:</i></p> <p><b>Student Focused</b></p> <ul style="list-style-type: none"> <li>• <i>I will be continuously guided by what is best for all students of the District.</i></li> </ul>
<p><b>Ed Harrison</b></p>	<p><b>Trustworthiness in Stewardship</b></p> <ul style="list-style-type: none"> <li>• <i>I will be accountable to the public by representing District policies, programs, priorities, and progress accurately.</i></li> <li>• <i>I will be responsive to the community by seeking its involvement in District affairs and by communicating its priorities and concerns:</i></li> <li>• <i>I will work to ensure prudent and accountable use of district resources.</i></li> <li>• <i>I will make no personal promise or take private action that may compromise my performance or my responsibilities.</i></li> </ul>
<p><b>Gary Vineyard</b></p>	<p><b>Commitment in Service</b></p> <ul style="list-style-type: none"> <li>• <i>I will focus my attention on fulfilling the Board’s responsibilities of goal setting, policy making, and evaluation.</i></li> <li>• <i>I will diligently prepare for and attend Board meetings.</i></li> <li>• <i>I will avoid personal involvement in activities the board has delegated to the superintendent.</i></li> <li>• <i>I will seek continuing education that will enhance my ability to fulfill my duties effectively.</i></li> </ul>
<p><b>Jessica Ward</b></p>	<p><b>Equity in Attitude</b></p> <ul style="list-style-type: none"> <li>• <i>I will be fair, just and impartial in all my decisions and actions.</i></li> <li>• <i>I will accord others the respect I wish for myself. I will encourage expressions of different opinions and listen with an open mind to others’ ideas.</i></li> </ul>
<p><b>Tami Tobey</b></p>	<ul style="list-style-type: none"> <li>• <b>Honor in Conduct</b></li> <li>• <i>I will tell the truth.</i></li> <li>• <i>I will share my views while working for consensus.</i></li> <li>• <i>I will respect the majority decisions as the decision of the Board.</i></li> <li>• <i>I will base my decisions on fact rather than supposition, opinion, or public favor.</i></li> </ul>
<p><b>Richard Pena</b></p>	<p><b>Integrity in Character</b></p> <ul style="list-style-type: none"> <li>• <i>I will refuse to surrender judgment to any individual or group at the expense of the District as a whole.</i></li> <li>• <i>I will consistently uphold all applicable laws, rules, policies and governance procedures.</i></li> <li>• <i>I will not disclose information that is confidential by law or that will needlessly harm the District if disclosed.</i></li> </ul>



**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Recognition: Student-Athlete Academic All State Honors Fall Sports	
<b>Requires Board Action:</b>	NO	
<b>Agenda Location:</b>	PRESENTATIONS / RECOGNITIONS	
<b>Template Attachments:</b>	Yes	PDF
<b>If yes, then select what applies:</b>	PDF	
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> MISD provides multiple pathways for students to belong including through extracurriculars. We want to celebrate these student-athletes as a district.</p> <p><b>WHAT:</b> The district will celebrate Heritage High School Jaguars and Midlothian High School Panther student-athletes fall sports programs for earning Academic All State honors and demonstrating exceptional academic performance throughout their high school career as student-athletes.</p>	
<b>Strategic Priority: (Primary)</b>	Priority 1: Student Success	
<b>Performance Objective: (Primary)</b>	1.1 Multiple Pathways for All Students to Belong	
<b>Performance Objective: (Secondary - if needed)</b>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference: (1) / (2)</b>		
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	N/A	
<b>Motion:</b>	Presentation only	
<b>Presenter:</b>	Tammy Kuykendall	
	Exec. Director Comms	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Recognition - Lions Club Peace Poster Contest	
<b>Requires Board Action:</b>	NO	
<b>Agenda Location:</b>	PRESENTATIONS / RECOGNITIONS	
<b>Template Attachments:</b>	No	
<b>If yes, then select what applies:</b>		
<b>Link to the presentation:</b>		
<b>Background Information</b>	<p><b>WHY:</b> To recognize the hard work and success of an MISD students participating in an International contest.</p> <p><b>WHAT:</b> The Midlothian Lions Club invited MISD students to participate in the International Lions Club Peace Poster contest. From the various student artwork submissions, Walnut Gove Middle School student Layni Dickerson was selected by the Midlothian Lions Club to advance to the Lions Club District competition. Layni's artwork earned a 2nd Place win in the Lions Club Peace Poster Contest District competition. This is the second consecutive year that the Midlothian Lions Club submission has captured the second place award. Both years have been WGMS students.</p>	
<b>Strategic Priority: (Primary)</b>	Priority 1: Student Success	
<b>Performance Objective: (Primary)</b>	1.1 Multiple Pathways for All Students to Belong	
<b>Strategic Priority: (Secondary - if needed)</b>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective: (Secondary - if needed)</b>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference: (1) / (2)</b>		
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	None	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	N/A	
<b>Presenter:</b>	Tammy Kuykendall (ED)	
	Exec Director for Communications	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February , 17,2026
<b>Agenda Item:</b>	Recognition: Campus Teachers of the Year
<b>Agenda Location:</b>	PRESENTATIONS / RECOGNITIONS
<b>Template Attachments:</b>	No
<b>If yes, then select what applies:</b>	
<b>Link to the presentation:</b>	
<b>Background Information</b>	<p><b>Why:</b> In MISD we believe a high quality staff with appropriate resources is essential to creating educational experiences that promote student success and recognizing our quality teaching staff is a critical step toward celebrating high quality staff.</p> <p><b>What:</b> Annually, MISD schools recognize and celebrate quality teaching through the district's Campus Teacher of the Year program. Staff at each school nominate and select a campus teacher of the year based on their passion for teaching, innovation in the classroom and ability to inspire others. These educators represent the district as Campus Teachers of the Year for one year and are invited to represent MISD at various district events. These educators are eligible for consideration to represent the district in the Regional Teacher of the Year program as part of the Texas Teacher of the Year selection process. One MISD Elementary Teacher of the Year and one MISD Secondary Teacher of the Year will be selected to advance to the regional program.</p>
	<p><b><u>The 2025-26 Teachers of the Year are:</u></b>            Rachel Eidson T.E. Baxter Elementary            Shannon Harper, Jean Coleman Elementary            Toia Stevenson, J.R. Irvin Elementary            Kelly Prindle, Longbranch Elementary            Kami Vargas, Dolores W. McClatchey Elementary            Jeannine Waites LaRue Miller Elementary            Stacy Hull Mt. Peak Elementary            Staci Morrison, J.A. Vitovsky Elementary            Ashley Milholen Dieterich Middle School            Grant Hughson, Frank Seale Middle School            Nicholes Nunley, Walnut Grove Middle School            Megan Gordon The MILE            Arlene Holt Heritage High School            Donna Newman, Midlothian High School</p>
<b>Strategic Priority: (Primary)</b>	Priority 3: Culture, Climate and Safety

<b>Performance Objective:</b> <i>(Primary)</i>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>		
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>		
<b>Legal Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	N/A	
<b>Presenter:</b>	Tammy Kuykendall	
	Executive Director of Communications	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Board Governance Subcommittee Report	
<b>Requires Board Action:</b>	NO	
<b>Agenda Location:</b>	INFORMATION ONLY	
<b>Template Attachments:</b>	No	PDF
<b>If yes, then select what applies:</b>		
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> The Governance Subcommittee members for 2025-2026 are: Ryan Timm, Gary Vineyard, and Jessica Ward.</p> <p><b>WHAT:</b> This agenda item offers an opportunity for subcommittee members to report and update the Board as a whole.</p>	
<b>Strategic Priority: (Primary)</b>	Priority 1: Student Success	
<b>Performance Objective: (Primary)</b>	1.1 Multiple Pathways for All Students to Belong	
<b>Strategic Priority: (Secondary - if needed)</b>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective: (Secondary - if needed)</b>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference: (1) / (2)</b>	N/A	
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	N/A	
<b>Presenter:</b>	David Belding, Ed.D.	Trustee
	District Leadership	Gary Vineyard

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Public Hearing of the Midlothian ISD Annual Academic Report	
<b>Requires Board Action:</b>	YES	
<b>Agenda Location:</b>	PUBLIC HEARING	
<b>Template Attachments:</b>	Yes	
<b>If yes, then select what applies:</b>	Presentation	
<b>Link to the presentation:</b>	Yes. See link in the box to the right.	<a href="#">Link</a>
<b>Background Information</b>	<p><b>WHY:</b> Texas Education Code 39.306 requires district board of trustees to publish an annual report that includes the Texas Academic Performance Report (TAPR) PDF version, as well as annual data reports for other areas.</p> <p><b>WHAT:</b> The Midlothian ISD Board of Trustees shall hold a hearing for public discussion of the report, and they shall widely disseminate the report within the district.</p> <p>The report consists of the following:</p> <ul style="list-style-type: none"> <li>• <b>Texas Academic Performance Report (TAPR) PDF</b></li> <li>• <b><a href="#">PEIMS Financial Standard Reports</a></b> (district and campus)</li> <li>• <b><a href="#">District Accreditation Status</a></b></li> <li>• Special Education Determination Status - <i>unavailable</i></li> <li>• Report on Violent or Criminal Incidents</li> <li>• Student Performance in Postsecondary Institutions</li> <li>• Progress Toward Meeting HB 3 Goals</li> <li>• District/Campus Performance Objectives-<i>Board approved on October 20, 2025, during Regular Board Meeting</i></li> <li>• <b><a href="#">Texas Academic Performance Report (TAPR) Glossary</a></b></li> <li>• <b><a href="#">Texas Academic Performance Report (TAPR) Guidelines</a></b></li> </ul> <p>The 2024-25 Texas Academic Performance Report (TAPR) will be available on the MISD website for public review following the public hearing for the district and campuses.</p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 1: Student Success	
<b>Performance Objective:</b> <i>(Primary)</i>	1.2 All Students Exhibit Yearly Growth in Core Areas	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference:</b> (1) / (2)	Texas Education Agency	
<b>Policy Reference:</b> (1) / (2)		

<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	This is a public hearing so there is no recommendation.	
<b>Presenter:</b>	Shelle Blaylock	Becki Krsnak (ED)
	District Leadership	Executive Director of Curriculum and Instruction

---

Minutes of a Regular Meeting  
L.A. Mills Administration Building  
100 Walter Stephenson Road  
Midlothian, Texas 76065  
Tuesday, January 20, 2026, beginning at 5:30 PM

A Regular Meeting of the Board of Trustees of Midlothian ISD was held on Tuesday, January 20, 2026, beginning at 5:30 PM.

**Board Members Present Included:** Ed Harrison: Present, Gary Vineyard: Present, Jessica Ward: Present, John Knight: Present, Richard Pena: Present, Ryan Timm: Present, Tami Tobey: Present.

**Administration Present:** David Belding, Shelle Blaylock, Tammy Kuykendall, Rebecca Metzger, and Aaron Williams

I. **FIRST ORDER OF BUSINESS**

- A. Announcement by the presiding officer that a quorum of Board members is present, that the meeting has been duly called, and that notice of the meeting has been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551

The meeting was called to order at 5:32 pm.

II. **PUBLIC COMMENT #1**

There was no public comment for this portion of the meeting.

The Board moved out of open session at 5:33 pm and into executive session at 5:35 pm.

III. **CLOSED SESSION as authorized by the Texas Open Meetings Act, Texas Government Code Chapter 551.**

- A. Discussion of Personnel, Texas Government Codes 551.074 - Resignations, Terminations, and Non-renewals of Professional Employees, Employment, Leaves of Absences, Personnel Issues
1. Discussion Regarding Superintendent Contract and Evaluation, Pursuant to Texas Govt Code 551.074.
- B. Discuss Purchase, Exchange, Lease, or Value of Real Property 551.072
- C. 551.071 Private consultation with the board's attorney.
1. Social Media MDL Update
- D. Students, Texas Government Code 551.082, 551.0821

1. Discipline Issues
2. Non-Discipline Issues
- E. Safety and Security, Texas Government Code 551.076
  1. Deliberation Regarding Security Devices or Security Audits

**IV. RECONVENE TO OPEN SESSION**

The Board moved out of executive session at 6:28 pm and into open session at 6:33 pm.

**V. INTRODUCTION OF MEETING**

**A. Invocation**

The invocation was given by Tami Tobey.

**B. Pledges of Allegiance**

The pledges of allegiance were led by the Dolores McClatchey Student Honor Council.

**VI. SUPERINTENDENT REPORT**

**A. Notice of Intruder Audit Findings**

Dr. Belding shared that annually schools across Texas participate in Intruder Audits as a level of campus safety initiatives at the local and state level.

**B. Superintendent Good Things**

Dr. Belding shared several "Good Things," highlighting the Ag Local Point Show, the Area Band and All-State Band competitions, and the strong showing from MISD music programs. MHS had three students selected for the All-State Band, while a Heritage High School student was named an alternate. He also recognized the MISD Theatre Program for earning the Texas Thespians Premier Community Award.

**VII. TRUSTEE GOOD THINGS**

Ryan Timm spoke about the signs, snacks, and celebrations honoring the trustees and recognizing their dedication and service. Tami Tobey shared that this Board is among the best she has worked with and thanked each member for their role in making it such a strong and effective board. She also expressed appreciation to parents for entrusting MISD with their incredible students.

**VIII. SUBCOMMITTEE REPORT(S)**

**A. Receive an Update from Business and Operations Subcommittee**

Ed Harrison shared information from the recent Business and Operations Subcommittee Meeting.

**IX. PRESENTATIONS / RECOGNITIONS**

**A. MISD Mission, Vision, and Cultural Tenets**

Ryan Timm shared the Mission, Vision, and Cultural Tenets.

B. MISD Board Pledge

The Board read the pledge into the record.

C. Recognition: Artist of the 2025 MISD Holiday Card Design

Lauren Anderson was recognized for creating the 2025 MISD holiday card that spotlighted student talent while celebrating the district and the community.

D. Recognition: Para Standing Team USA Finalist

Dylan Fann was recognized for competing at the highest level of the North America Para Standing Tennis Championships and earned a finalist finish in Para Standing Tennis Singles at the 2025 North America Championships.

E. Recognition: Board Member Appreciation

January is School Board Appreciation Month and MISD staff and students joined school districts across Texas expressing their appreciation to MISD Trustees within the theme of Our Future is Public.

X. **PUBLIC COMMENT #2**

There was no public comment for this portion of the meeting.

XI. **CONSENT AGENDA**

A. Consider Meeting Minutes

1. December 10, 2025 - Special Hearing Minutes
2. December 15, 2025, Regular Meeting Minutes
3. December 16, 2025 - Team of 8 Training Minutes

B. Quarterly Investment Report

C. Consider Board Approval of Administrator Activity According to TEC 11.006(c) and HB3372

D. Consider Resolution to Appoint Ellis County Chief Tax Appraiser as Agent in Property Value Study

E. Consider Approving the Order of Election for the May 2, 2026, Trustee General Election

A motion was made to approve the Consent Agenda as presented. This motion, made by Gary Vineyard and seconded by Jessica Ward, Passed.

Ed Harrison: Yea, Gary Vineyard: Yea, Jessica Ward: Yea, John Knight: Yea, Richard Pena: Yea, Ryan Timm: Yea, Tami Tobey: Yea

Yea: 7, Nay: 0

XII. **DISCUSSION / ACTION ITEMS**

A. Consider Approving Additional Staff Position for 2025-2026

A motion was made to approve the additional positions as presented. This motion, made by Jessica Ward and seconded by Tami Tobey, Passed.

Ed Harrison: Nay, Gary Vineyard: Yea, Jessica Ward: Yea, John Knight: Yea, Richard Pena: Yea, Ryan Timm: Yea, Tami Tobey: Yea  
Yea: 6, Nay: 1

B. Consider Adopting Prevailing Wage Rates for Construction Projects

A motion was made to approve the Prevailing Wage Rates for Construction Projects as presented. This motion, made by Tami Tobey and seconded by Gary Vineyard, Passed.

Ed Harrison: Yea, Gary Vineyard: Yea, Jessica Ward: Yea, John Knight: Yea, Richard Pena: Yea, Ryan Timm: Yea, Tami Tobey: Yea  
Yea: 7, Nay: 0

C. Consider Adopting a Resolution Expressing Intent to Reimburse Certain Capital Expenditures from the Proceeds of Bonds to be Issued in the Future

A motion was made to approve the reimbursement resolution expressing the district's intention to reimburse itself from the proceeds of bonds to be issued by the District in the future. This motion, made by Tami Tobey and seconded by John Knight, Passed.

Ed Harrison: Yea, Gary Vineyard: Yea, Jessica Ward: Yea, John Knight: Yea, Richard Pena: Yea, Ryan Timm: Yea, Tami Tobey: Yea  
Yea: 7, Nay: 0

D. Consider Approving a Resolution to Delegate Authority to the Superintendent to Select and Contract with Certain Consultants for Professional Services Related to Construction and Technology Under the Bond Program

A motion was made to approve a Resolution to Delegate Authority to the Superintendent to Select and Contract with Certain Consultants for Professional Services Related to Construction and Technology Under the Bond Program. This motion, made by Tami Tobey and seconded by Richard Pena, Passed.

Ed Harrison: Yea, Gary Vineyard: Yea, Jessica Ward: Yea, John Knight: Yea, Richard Pena: Yea, Ryan Timm: Yea, Tami Tobey: Yea  
Yea: 7, Nay: 0

E. Consider Approving the Recommended Ranking of Architectural Firms for Certain 2025 Bond Projects and Delegating Authority to the Superintendent to Negotiate and Execute Such Contracts.

A motion was made to approve the recommended ranking of architectural firms for certain 2025 Bond Projects and delegate authority to the Superintendent to negotiate and execute such contract. This motion, made by Tami Tobey and seconded by John

Knight, Passed.

Ed Harrison: Yea, Gary Vineyard: Yea, Jessica Ward: Yea, John Knight: Yea, Richard Pena: Yea, Ryan Timm: Yea, Tami Tobey: Yea  
Yea: 7, Nay: 0

F. Consider Approving the Recommended Project Delivery Methods for Certain 2025 Bond Projects

A motion was made to approve the project delivery methods for certain 2025 bond projects. This motion, made by Ed Harrison and seconded by Richard Pena, Passed.  
Ed Harrison: Yea, Gary Vineyard: Yea, Jessica Ward: Yea, John Knight: Yea, Richard Pena: Yea, Ryan Timm: Yea, Tami Tobey: Yea  
Yea: 7, Nay: 0

G. Consider Superintendent Contract, Pursuant to Texas Govt Code 551.074.

A motion was made to approve the contract extension to the Superintendent's contract as well as the other changes discussed by the Board in closed session, and to authorize the Board President to finalize and execute a new contract reflecting the changes. This motion, made by Jessica Ward and seconded by Ed Harrison, Passed.  
Ed Harrison: Yea, Gary Vineyard: Yea, Jessica Ward: Yea, John Knight: Yea, Richard Pena: Yea, Ryan Timm: Yea, Tami Tobey: Yea  
Yea: 7, Nay: 0

XIII. **INFORMATION ONLY**

A. Discuss Update 126: TASB Policy Update (LEGAL/LOCAL)

Aaron Williams presented a review of Update 126, outlining recommended policy revisions resulting from the TASB policy review and alignment with LEGAL policy. Requests were made to review DH, EHA, and FNCG for additional information.

B. Discuss Local Policy Revisions: CH(LOCAL) and EIC(LOCAL)

Aaron Williams shared information on proposed revisions to local policies, CH and EIC.

C. Receive Financial Reports

Rebecca Metzger presented the monthly financial reports for December 2025.

XIV. **Action, if any, on Items Discussed in Closed Session**

N/A

XV. **Consider Agenda Items/Topics for Upcoming Meetings**

XVI. **ADJOURNMENT OF MEETING**

The meeting was adjourned at 8:14 pm.

---

Board President

---

Board Secretary

---

February 17, 2026

Date



**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Discuss Local Policy Revisions: CH (LOCAL) and EIC (LOCAL)	
<b>Requires Board Action:</b>	NO	
<b>Agenda Location:</b>	CONSENT	
<b>Template Attachments:</b>	Yes	PDF
<b>If yes, then select what applies:</b>	PDF	N/A
<b>Link to the presentation:</b>	Yes. See link in the box to the right.	<a href="#">CH (LOCAL)</a> <a href="#">EIC (LOCAL)</a>
<b>Background Information</b>	<p><b>WHY:</b> LEGAL policies are for Board review. LOCAL policies updates require Board action.</p> <p><b>WHAT:</b> Local updates to policy CH (LOCAL) reflect changes being made in Update 126 to purchasing requirements in CV (LOCAL) and (LEGAL). Local updates to policy EIC removes expired content, no longer applicable to current students/families.</p>	
<b>Strategic Priority: (Primary)</b>	Priority 1: Student Success	
<b>Performance Objective: (Primary)</b>	1.3 Continuous Improvement of Curriculum, Professional Development, and the Art and Science of Teaching	
<b>Strategic Priority: (Secondary - if needed)</b>	Priority 4: District Operations and Financial Stewardship	
<b>Performance Objective: (Secondary - if needed)</b>	4.2 Effective and Efficient Cross-departmental Work Processes	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>	CH-Purchasing and Acquisition	EIC-Academic Achievement: Class Ranking
<b>Fiscal Impact/Budget Function Code:</b>		
<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	
<b>Motion:</b>	Presented as a consent agenda item; however, if pulled for discussion, a motion might be, "I move to approve revisions to local policies CH and EIC as presented."	
<b>Presenter:</b>	Aaron Williams, Ed.D.	
	District Leadership	

PURCHASING AND ACQUISITION

CH  
(LOCAL)

**Purchasing  
Authority**

The Board delegates to the Superintendent the authority to make budgeted purchases for goods or services. However, any single, unbudgeted purchase of goods or services that costs ~~\$50,000~~ \$100,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place.

Exception for  
Emergency  
Contracts

In the event of a catastrophe, emergency, or natural disaster affecting the District, the Board delegates to the Superintendent the authority to contract for the replacement, construction, or repair of school equipment or facilities in accordance with law, if emergency replacement, construction, or repair is necessary for the health and safety of District students and staff. The Superintendent shall report to the Board at the next regular meeting any contract made under this authority. [See Disaster Exception, CH(LEGAL)]

The delegation regarding emergency contracts does not waive competitive purchasing requirements under Education Code Chapter 44. Only the Board is authorized to waive competitive purchasing requirements under limited circumstances in accordance with Education Code 44.031(h). [See Emergency Damage or Destruction, CH(LEGAL)]

Purchasing  
Procedures

The Superintendent shall develop purchasing procedures to implement the requirements of state and federal law. [See also CB, CBB, CH(LEGAL), and COA]

Purchasing Method

The Board delegates to the Superintendent the authority to determine the method of purchasing in accordance with CH(LEGAL) or CBB(LEGAL), as appropriate.

*Competitive  
Bidding*

If competitive bidding is chosen as the purchasing method, the Superintendent shall prepare bid specifications. All bids shall be in accordance with administrative regulations, and the submission of any electronic bids shall also be in accordance with Board-adopted rules. All bidders shall be invited to attend the bid opening. Any bid may be withdrawn prior to the scheduled time for opening. Bids received after the specified time shall not be considered.

The District may reject any and all bids in accordance with state or federal law, as applicable.

*Competitive  
Sealed Proposals*

If competitive sealed proposals are chosen as the purchasing method, the Superintendent shall prepare the request for proposals and/or specifications for items to be purchased. All proposals shall be in accordance with administrative regulations, and the submission of any electronic proposals shall also be in accordance with Board-adopted rules. Proposals received after the specified time shall not be considered. Proposals shall be opened at the time

PURCHASING AND ACQUISITION

CH  
(LOCAL)

specified, and all proposers shall be invited to attend the proposal opening. Proposals may be withdrawn prior to the scheduled time of opening. Changes in the content of a proposal, and in prices, may be negotiated after proposals are opened.

The District may reject any and all proposals in accordance with state or federal law, as applicable.

**Electronic Bids or Proposals**

Bids or proposals that the District has chosen to accept through electronic transmission shall be administered in accordance with Board-adopted rules. Such rules shall safeguard the integrity of the competitive procurement process; ensure the identification, security, and confidentiality of electronic bids or proposals; and ensure that the electronic bids or proposals remain effectively unopened until the proper time.

**Responsibility for Debts**

The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with the adopted budget, state law, Board policy, and the District's purchasing procedures. [See CE] The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. Persons making unauthorized purchases shall assume full responsibility for all such debts.

**Purchase Commitments**

All purchase commitments shall be made by the Superintendent in accordance with administrative procedures, including the District's purchasing procedures.

**Personal Purchases**

District employees shall not be permitted to make purchases for personal use through the District's business office.

**PROPOSED REVISIONS: 1.5.2026**

**Consistent  
Application for  
Graduating Class**

The District shall apply the same class rank calculation method and rules for local graduation honors for all students in a graduating class, regardless of the school year in which a student first earned high school credit.

---

**Note:** ~~The following provisions shall apply to students in the graduating classes of 2019, 2020, and 2021.~~

---

~~Calculation~~

~~The District shall include in the calculation of class rank semester grades earned in all high school credit courses taken in grades 9–12, unless excluded below.~~

~~Exclusions~~

~~The calculation of class rank shall exclude grades earned in an assigned remediation or tutoring course taken in summer school; a local credit course; credit by examination, with or without prior instruction; a distance learning course that is a traditional correspondence course; and a course taken without District approval while enrolled in the District high school.~~

~~Weighted Grade  
System~~

~~The District shall categorize and weight eligible courses as Advanced, Honors, and Regular in accordance with provisions of this policy and the District's course catalog.~~

~~Categories~~

~~*Advanced*~~

~~Eligible Advanced Placement (AP) and locally designated advanced courses in the course catalog shall be categorized and weighted as Advanced courses.~~

~~*Honors*~~

~~Eligible Pre-AP and dual credit courses in English, mathematics, fine arts, languages other than English, science, social studies, and any other courses locally designated as honors courses in the course catalog shall be categorized and weighted as Honors courses.~~

~~*Regular*~~

~~All other eligible courses shall be designated as Regular courses.~~

~~Weighted Numerical  
Grade Average~~

~~The District shall assign weights to grades earned in eligible courses and shall calculate a weighted numerical grade average in accordance with the following scale:~~

<b>Category</b>	<b>Weight</b>
<del>Advanced</del>	<del>Multiplied by 1.50</del>
<del>Honors</del>	<del>Multiplied by 1.38</del>
<del>Regular</del>	<del>Multiplied by 1.00</del>

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(LOCAL)

	<p><del>The District shall record unweighted numerical grades on student transcripts.</del></p> <p><del>A student's rank in class shall be calculated by adding the weighted numerical grades and dividing the sum by the total number of eligible courses taken.</del></p>
<del>Transferred Grades</del>	<del>When a student transfers grades for properly documented and eligible courses, the District shall assign weight to those grades based on the categories and grade weight system used by the District for an equivalent number of weighted courses offered to the same class of students in the District.</del>
<del>Local Graduation Honors</del>	<del>For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank using grades available at the time of calculation at the end of the next to the last grading period.</del>  <del>For the purpose of applications to institutions of higher education, the District shall also calculate class rank as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for the purpose of automatic admission under state law. [See EIC(LEGAL)]</del>
<del>Valedictorian and Salutatorian</del>	<del>The valedictorian and salutatorian shall be the eligible students with the highest and second highest rank, respectively. To be eligible for such recognition, a student must:</del>  <del>1. Have been continuously enrolled in the same District high school for the four semesters immediately preceding graduation; and</del>  <del>2. Have completed the foundation program with the distinguished level of achievement.</del>
<del>Highest-Ranking Graduate</del>	<del>The local eligibility criteria for recognition as the valedictorian shall not affect recognition of the highest ranking graduate for purposes of receiving the scholarship certificate from the state of Texas.</del>
<del>Breaking Ties</del>	<del>In case of a tie in weighted numerical grade averages after calculation to the thousandths place, the District shall recognize all students involved in the tie as sharing the honor and title.</del>
<del>Honor Graduates</del>	<del>The District shall recognize as honor graduates all students who have:</del>  <del>1. Completed the foundation program with the distinguished level of achievement; and</del>

~~2. Earned weighted numerical grade averages that comprise the top ten percent of the students in the graduating class.~~

~~**Note:** The following provisions shall apply to students beginning with the graduating class of 2022.~~

**Calculation**

The District shall include in the calculation of class rank semester grades earned in high school credit courses taken at any grade level, but only the following subject areas: English, mathematics, science, and social studies.

The calculation shall include failing grades.

Exclusions

The calculation of class rank shall exclude grades earned in the following:

~~1. High school grades earned prior to grade 9 by those in the freshmen cohort class of 2018–19.~~

~~2.1.~~ Dual credit courses except those taken with prior written District approval.

~~3.2.~~ Courses taken without District approval while enrolled in the District high school.

**Weighted Grade System**

Categories

The District shall categorize and weight eligible courses as Advanced, Honors, and Regular in accordance with provisions of this policy and as designated **in appropriate District publications** ~~in the District's course catalog.~~

*Advanced*

Eligible AP courses shall be categorized and weighted as Advanced courses.

*Honors*

Eligible Pre-AP, dual credit, and courses locally designated as honors shall be categorized and weighted as Honors courses.

*Regular*

All other eligible courses shall be categorized and weighted as Regular courses.

Weighted Numerical Grade Average

The District shall assign weights to semester grades earned in eligible courses and shall calculate a weighted numerical grade average in accordance with the following:

Category	Weight
Advanced	Multiplied by 1.15
Honors	Multiplied by 1.10
Regular	Multiplied by 1.0

	<p>No weighted credit shall be added for grades lower than 70.</p> <p>The District shall record unweighted numerical grades on student transcripts.</p>
Transferred Grades	<p>When a student transfers semester grades for courses that would be eligible under the Regular category and the District has accepted the credit, the District shall include the grades in the calculation of class rank.</p> <p>When a student transfers grades for properly documented and eligible courses, the District shall assign weight to those grades based on the categories and grade weight system used by the District for an equivalent number of weighted courses offered to the same class of students in the District.</p>
Local Graduation Honors	<p>For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank using grades available at the time of calculation at the end of the next to the last grading period.</p> <p>For the purpose of applications to institutions of higher education, the District shall also calculate class rank as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for the purpose of automatic admission under state law. [See EIC(LEGAL)]</p>
Valedictorian and Salutatorian	<p>The valedictorian and salutatorian shall be the eligible students with the highest and second-highest rank, respectively. To be eligible for this local graduation honor, a student must:</p> <ol style="list-style-type: none"><li>1. Have been continuously enrolled in the same District high school for the four semesters immediately preceding graduation;</li><li>2. Be graduating after exactly eight semesters of enrollment in high school; and</li><li>3. Have completed the foundation program with the distinguished level of achievement.</li></ol>
<i>Breaking Ties</i>	<p>In case of a tie in weighted numerical grade averages after calculation to the fifth decimal place, the District shall apply the following methods, in this order, to determine recognition as valedictorian or salutatorian:</p> <ol style="list-style-type: none"><li>1. Count the number of AP courses taken by each student involved in the tie.</li></ol>

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(LOCAL)

2. Compute the weighted numerical grade average of AP courses taken by each student involved in the tie.
3. Count the number of Pre-AP courses taken by each student involved in the tie.
4. Compute the weighted numerical grade average of Pre-AP courses taken by each student involved in the tie.
5. Compare the amount of time each student has been enrolled in the District for each student involved in the tie.
6. Compare scores on standardized college entrance tests, if the same tests were taken by all students involved in the tie.

If the tie is not broken after applying these methods, the District shall recognize all students involved in the tie as sharing the honor and title.

Honor Graduates

The District shall recognize as honor graduates all students who have:

1. Completed the foundation program with the distinguished level of achievement; and
2. Earned weighted numerical grade averages that comprise the top ~~ten~~-10 percent of the students in the graduating class.

**Highest-Ranking Graduate**

The student meeting the local eligibility criteria for recognition as the valedictorian shall also be considered the highest-ranking graduate for purposes of receiving the honor graduate certificate from the state of Texas.



**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Update 126: TASB Policy Update (LEGAL/LOCAL) and CH (LOCAL), EIC (LOCAL)	
<b>Requires Board Action:</b>	YES	
<b>Agenda Location:</b>	CONSENT	
<b>Template Attachments:</b>	Yes	PDF
<b>If yes, then select what applies:</b>	PDF	N/A
<b>Link to the presentation:</b>	Yes. See link in the box to the right.	<a href="#">U126 Presentation</a> <a href="#">U126 Explanatory Notes</a> <a href="#">U126 Local Comparison</a> <a href="#">U126 Legal Policy Reference</a>
<b>Background Information</b>	<p><b>WHY:</b> LEGAL policies are for Board review. LOCAL policies in Update 125 require Board action. Update 125 includes revisions to legal policies based on legislative and regulatory changes</p> <p><b>WHAT:</b> Below are the local policies for review and consideration this month being presented as part of Update 126. These recommended policy revisions are a result of TASB policy review and align to LEGAL policy updates. Midlothian ISD administration then conducts an additional review to ensure policy is aligned to local practice and community standards. Please see the Explanatory Notes and the Local Comparison for additional information.</p>	
	BE (LOCAL) - BOARD MEETINGS BED (LOCAL) - BOARD MEETINGS: PUBLIC PARTICIPATION CJ (LOCAL) - CONTRACTED SERVICES CJA (LOCAL) - CONTRACTED SERVICES: BACKGROUND CHECKS AND REQUIRED REPORTING CLE (LOCAL) - BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT: REQUIRED DISPLAYS CQB (LOCAL) - TECHNOLOGY RESOURCES: CYBERSECURITY CQD (LOCAL) - TECHNOLOGY RESOURCES: ARTIFICIAL INTELLIGENCE CSA (LOCAL) - FACILITY STANDARDS: SAFETY AND SECURITY CV (LOCAL) - FACILITIES CONSTRUCTION DBD (LOCAL) - EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: CONFLICT OF INTEREST DEC (LOCAL) - COMPENSATION AND BENEFITS: LEAVES AND ABSENCES DFBB (LOCAL) - TERM CONTRACTS: NONRENEWAL DGBA (LOCAL) - PERSONNEL-MANAGEMENT RELATIONS: EMPLOYEE COMPLAINTS/GRIEVANCES DH (LOCAL) - EMPLOYEE STANDARDS OF CONDUCT EFA (LOCAL) - INSTRUCTIONAL RESOURCES: INSTRUCTIONAL MATERIALS EHBAF (LOCAL) - SPECIAL EDUCATION: VIDEO/AUDIO MONITORING EIA (LOCAL) - ACADEMIC ACHIEVEMENT: GRADING/PROGRESS REPORTS TO PARENTS	

	FA (LOCAL) - PARENT RIGHTS AND RESPONSIBILITIES FEF (LOCAL) - ATTENDANCE: RELEASED TIME FFAC (LOCAL) - WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT FFB (LOCAL) - STUDENT WELFARE: CRISIS INTERVENTION FFF (LOCAL) - STUDENT WELFARE: STUDENT SAFETY FFG (LOCAL) - STUDENT WELFARE: CHILD ABUSE AND NEGLECT FO (LOCAL) - STUDENT DISCIPLINE GF (LOCAL) - PUBLIC COMPLAINTS GKA (LOCAL) - COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 1: Student Success	
<b>Performance Objective:</b> <i>(Primary)</i>	1.3 Continuous Improvement of Curriculum, Professional Development, and the Art and Science of Teaching	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 4: District Operations and Financial Stewardship	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	4.2 Effective and Efficient Cross-departmental Work Processes	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>		
<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	
<b>Motion:</b>	Presented as a Consent Agenda; however, if pulled for discussion a motion might be, "I move to approve Update 126 as presented."	
<b>Presenter:</b>	Aaron Williams, Ed.D.	
	District Leadership	



## (LOCAL) Policy Comparisons

These documents are generated by an automated process that compares the updated policy to the current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)
- Policies recommended for deletion (annotated in PDF; not shown in Word)

Annotations are shown as follows:

- Deletions are in a red strike-through font: ~~deleted text~~.
- Additions are in a blue font: **new text**.
- Blocks of text that were moved without changes are shown in green, with double underline and double strike-through formatting to distinguish the text's new placement from its original location: ~~moved text~~ becomes moved text.
- Revision bars appear in the right margin to show sections with changes.

---

**Note:** While the annotation software competently identifies simple changes, large or complicated changes — as in an extensive rewrite — may be more difficult to follow. In addition, TASB's recent changes to the policy templates to facilitate accessibility sometimes make formatting changes appear tracked, even though the text remains the same.

---

For further assistance in understanding policy changes, please refer to the explanatory notes in your Localized Policy Manual update packet or contact your policy consultant.

### Contact us:

School Districts and Education Service Centers, call 800-580-7529 or email [policy.service@tasb.org](mailto:policy.service@tasb.org).

Community Colleges, call 800-580-1488 or email [colleges@tasb.org](mailto:colleges@tasb.org).

**Meeting Place and Time**

Board meetings shall be held during a time that is outside of typical work hours. [See FA(LEGAL)]

The notice for a Board meeting shall reflect the date, time, and location of the meeting.

**Regular Meetings**

Regular meetings of the Board shall normally be held on the third Monday of each month at 5:30 p.m. When determined necessary and for the convenience of Board members, the Board President may change the date, time, or location of a regular meeting with proper notice.

**Special or Emergency Meetings**

The Board President shall call special meetings at the Board President's discretion or on request by two members of the Board.

The Board President shall call an emergency meeting when it is determined by the Board President or two members of the Board that an emergency or urgent public necessity, as defined by law, warrants the meeting.

**Agenda**

Deadline

The deadline for submitting items for inclusion on the agenda is the ~~fifth~~ 10th calendar day before regular meetings and the ~~fifth~~ 10th calendar day before special meetings.

Preparation

In consultation with the Board President, the Superintendent shall prepare the agenda for all Board meetings. Any Board member may request that a subject be included on the agenda for a meeting, and the Superintendent shall include on the preliminary agenda of the meeting all topics that have been timely submitted by a Board member.

Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the Board President's approval. In reviewing the preliminary agenda, the Board President shall ensure that any topics the Board or individual Board members have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future. The Board President shall not have authority to remove from the agenda a subject requested by a Board member without that Board member's specific authorization.

**Notice to Members**

Members of the Board shall be given notice of regular and special meetings at least ~~72 hours~~ three business days prior to the scheduled ~~time~~ date of the meeting and at least one hour prior to the time of an emergency meeting.

**Closed Meeting**

Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, in accordance with law.

The Board may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting. [See BEC]

**Order of Business**

The order of business for regular Board meetings shall be as set out in the agenda accompanying the notice of the meeting. At the meeting, the order in which posted agenda items are taken may be changed by consensus of Board members.

**Rules of Order**

The Board shall observe the parliamentary procedures as found in *Robert's Rules of Order, Newly Revised*, except as otherwise provided in Board procedural rules or by law. Procedural rules may be suspended at any Board meeting by majority vote of the members present.

~~Voting~~ Record Vote

Voting on any item shall be ~~by voice~~ a record vote ~~or~~ by show of hands or roll call, as directed by the Board President. Any member may abstain from voting on an item, and a member's vote or failure to vote shall be recorded upon that member's request in the minutes. [See BDAA(LOCAL) for the Board President's voting rights]

Consent Agenda

When the agenda is prepared, the Board President shall determine items, if any, that qualify to be placed on the consent agenda. A consent agenda shall include items of a routine and/or recurring nature grouped together under one action item. For each item listed as part of a consent agenda, the Board shall be furnished with background material. All such items shall be acted upon by one vote without separate discussion, unless a Board member requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single motion and vote.

**Minutes**

Board action shall be carefully recorded by the Board Secretary or clerk; when approved, these minutes shall serve as the legal record of official Board actions. The written minutes of all meetings shall be approved by vote of the Board and signed by the Board President and the Board Secretary.

~~The official minutes of the Board shall be retained on file in the office of the Superintendent and shall be available for examination during regular office hours.~~ [See CPC regarding retention of records.]

**Discussions and Limitation**

Discussions shall be addressed to the Board President and then the entire membership. Discussion shall be directed solely to the business currently under deliberation, and the Board President shall halt discussion that does not apply to the business before the Board.

The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item, and that time

limit has expired. Aside from these limitations, the Board President shall not interfere with debate so long as members wish to address themselves to an item under consideration.

**Limit on Participation**

Audience participation at a Board meeting is limited to the portion of the meeting designated to receive public comment in accordance with this policy. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

**Public Comment**

Public comment shall occur at the beginning of the meeting. [See FA]

Regular Meetings

At regular Board meetings, the Board shall permit public comment, regardless of whether the topic is an item on the agenda posted with notice of the meeting.

Special Meetings

At all other Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

Procedures

Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the presiding officer or designee before the meeting begins as specified in the Board's procedures on public comment and shall indicate the agenda item or topic on which they wish to address the Board.

~~Public comment shall occur at the beginning of the meeting.~~

Except as permitted by this policy and the Board's procedures on public comment, an individual's comments to the Board shall not exceed five minutes per meeting.

Meeting Management

When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the presiding officer may ~~make adjustments to public comment procedures, including adjusting when public comment will occur during the meeting, reordering agenda items, deferring public comment on nonagenda items, continuing agenda items to a later meeting, providing expanded opportunity for public comment, or establishing an overall time limit for public comment and adjusting~~ adjust the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.

Board's Response

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

**Complaints and Concerns**

The presiding officer or designee shall determine whether an individual addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the individual shall be referred to the appropriate policy to seek resolution:

- Employee complaints: DGBA
- Student or parent complaints: FNG
- Public complaints: GF

**Disruption**

The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the presiding officer, any individual continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the individual removed from the meeting.

**Employment Assistance Prohibited**

No District employee shall assist a contractor or agent of the District or of any other school district in obtaining a new job if the employee knows, or has probable cause to believe, that the contractor or agent engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative file does not violate this prohibition.

No District contractor or agent shall assist an employee, contractor, or agent of the District or of any other school district in obtaining a new job if the contractor or agent knows, or has probable cause to believe, that the individual engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition.

[See also DC for prohibitions relating to employees.]

**Prohibited Classroom Instruction or Activities**

A District contractor is prohibited from intentionally or knowingly engaging in or assigning to another individual instruction, guidance, activities, or programming prohibited by law [see EMB(LEGAL)]. Violation of this policy shall result in termination of the contract. A District contractor shall be permitted to appeal this action in accordance with GF(LOCAL).

**Prohibition on Diversity, Equity, and Inclusion**

A contract is subject to termination if the District contractor intentionally or knowingly:

- Engages in diversity, equity, and inclusion (DEI) duties.
- Assigns to another individual DEI duties.

A District contractor shall be permitted to appeal this action in accordance with GF(LOCAL).

[See BT(LEGAL)]

CONTRACTED SERVICES  
~~CRIMINAL HISTORY~~BACKGROUND CHECKS AND REQUIRED REPORT-  
ING

CJA  
(LOCAL)

**Emergencies**

In an emergency due to a health or safety concern, a reasonably unforeseeable situation, or other exigent circumstance, the District employee who is in charge of the facility shall be authorized to determine whether an employee of a contracting or subcontracting entity who does not have the required criminal history record information (CHRI) review or who has a disqualifying conviction will be permitted to enter a District facility.

If allowed to enter the facility, the employee of the contracting or subcontracting entity shall be accompanied by a District employee at all times.

The U.S. and Texas flags shall be prominently displayed in each classroom to which a student is assigned during the time that the pledges of allegiance to those flags are recited.

**Plan** The District shall develop a cybersecurity plan to secure the District's cyberinfrastructure against a cyberattack or any other cybersecurity incidents, determine cybersecurity risk, and implement appropriate mitigation planning.

**Coordinator** The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency in cybersecurity matters.

**Training** The Board delegates to the Superintendent the authority to:

1. Determine the cybersecurity training program to be used in the District;
2. Verify and report compliance with training requirements in accordance with guidance from the [Department of Information Resources Texas Cyber Command](#); and
3. Remove access to the District's computer systems and databases for noncompliance with training requirements as appropriate.

The District shall complete periodic audits to ensure compliance with the cybersecurity training requirements.

**Security Breach and Cybersecurity Incident Notifications** Upon discovering or receiving notification of a breach of system security or a [security](#) [cybersecurity](#) incident, as defined by law, the District shall disclose the breach or incident to affected persons or entities [and provide any other notices](#) in accordance with the time frames established by law. The District shall give notice by using one or more of the following methods:

1. Written notice.
2. Email, if the District has email addresses for the affected persons.
3. Conspicuous posting on the District's websites.
4. Publication through broadcast media.

The District shall disclose a breach or incident involving sensitive, protected, or confidential student information as required by law.

**Training**

The Board delegates to the Superintendent the authority to:

1. Determine the artificial intelligence (AI) training program to be used in the District;
2. Verify and report compliance with training requirements in accordance with guidance from the Department of Information Resources; and
3. Remove access to the District's computer systems and databases for noncompliance with training requirements as appropriate.

The District shall complete periodic audits to ensure compliance with the AI training requirements.

**Use in District**

Employees and students shall be permitted to explore AI and implement its use in and out of the classroom in accordance with policy and administrative regulations. The use of AI shall only be as a support tool to enhance student outcomes and shall never take the place of teacher and student decision-making. Any use of AI must comply with law, policy, and administrative regulations relating to student and employee privacy and data security.

A student shall only use AI tools with teacher permission and shall be expected to produce original work and properly credit sources, including AI tools used in creating the work. Students who use AI tools to deceptively harm, bully, or harass others shall be disciplined in accordance with the Student Code of Conduct and policy. [See EIA(LOCAL), FFH, FFI, and the FO series]

**Building Access  
Control**

Audits of building access control shall include weekly inspections of instructional facilities during school hours to certify all exterior doors are, by default, set to closed, latched, and locked status and cannot be opened from the outside without a key.

The Superintendent shall ensure that the findings of the weekly inspections are:

1. Reported to the District safety and security committee; and
2. Reported to the campus principal or lead administrator of the instructional facility to ensure awareness of any deficiencies identified.

The campus principal or lead administrator shall assign appropriate staff to take action to reduce the likelihood of similar deficiencies in the future.

The results of the weekly reports shall be kept for review as part of the required safety and security audit.

The District's building access control procedures shall not be interpreted as discouraging parents or guardians who have been properly verified as authorized visitors from visiting their student's campus. [See GKC]

**Designation and Use  
of Private Spaces**

The Board shall ensure that the Superintendent, or appropriate staff as determined by the Superintendent, designates private spaces in accordance with law.

The Superintendent shall develop administrative regulations to ensure compliance with law and policy regarding the use of private spaces in District facilities.

**Compliance with Law**

The Superintendent shall establish procedures that ensure that all school facilities within the District comply with applicable laws and local building codes.

**Construction Contracts**

Prior to advertising, the Board ~~shall delegates authority to the Superintendent to~~ determine the project delivery/contract award method to be used for each construction contract, ~~valued at or above \$50,000. To assist the Board, the~~ Superintendent shall ~~recommend-determine~~ the project delivery/contract award method that he or she determines provides the best value to the District. [See CV series generally and CBB(LEGAL) for requirements if federal funds are involved.]

For construction contracts valued at or above ~~\$50,000,\$100,000,~~ the Superintendent shall also submit the resulting contract to the Board for approval. Lesser expenditures for construction and construction-related materials or services shall be at the discretion of the Superintendent and consistent with law and policy. [See also CH and CBB(LEGAL)]

---

**Note:** For provisions regarding delegation of authority for construction contracts in the event of a catastrophe, emergency, or natural disaster affecting the District, see CH(LOCAL).

---

**Change Orders**

Change orders permitted by law shall be approved prior to any changes being made in the approved plans or the actual construction of the facility.

Change orders ~~valued at or above \$25,000 that would result in an increase to the total approved contract amount,~~ shall require Board approval. The Superintendent shall be authorized to approve change orders of a lesser amount.

**Project Administration**

All construction projects shall be administered by the Superintendent ~~or designee.~~

The Superintendent shall keep the Board informed concerning construction projects and also shall provide information to the general public.

**Final Payment**

The District shall not make final payments for construction or the supervision of construction until the work has been completed and the Board has accepted the work.

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS  
CONFLICT OF INTEREST

DBD  
(LOCAL)

---

**Note:** For conflicts of interest and gifts and gratuities related to federal grants and awards, see CB and CBB.

---

~~Disclosure—~~  
~~General Disclosure —~~  
General Standard

An employee shall disclose to his or her immediate supervisor a personal financial interest, a business interest, or any other obligation or relationship that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the District.

**Specific Disclosures**  
Substantial Interest

The Superintendent shall file an affidavit with the Board President disclosing a substantial interest, as defined by Local Government Code 171.002, in any business or real property that the Superintendent or any of his or her relatives in the first degree may have.

Any other employee who is in a position to affect a financial decision involving any business entity or real property in which the employee has a substantial interest, as defined by Local Government Code 171.002, shall file an affidavit with the Superintendent; however, the employee shall not be required to file an affidavit for the substantial interest of a relative.

Interest in Property

The Superintendent shall be required to file an affidavit disclosing interest in property in accordance with Government Code 553.002.

Annual Financial  
Management  
Report

The Superintendent, as the executive officer of the District, shall provide to the District in a timely manner information necessary for the District's annual financial management report.

[See BBFA]

**Gifts**

An employee shall not accept or solicit any gift, favor, service, or other benefit that could reasonably be construed to influence the employee's discharge of assigned duties and responsibilities. [See CAA, CB, and CBB]

**Endorsements**

An employee shall not recommend, endorse, or require students to purchase any product, material, or service in which the employee has a financial interest or that is sold by a company that employs or retains the District employee during nonschool hours. No employee shall require students to purchase a specific brand of school supplies if other brands are equal and suitable for the intended instructional purpose.

**Sales**

An employee shall not use his or her position with the District to attempt to sell products or services.

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS  
CONFLICT OF INTEREST

DBD  
(LOCAL)

**Nonschool  
Employment**

An employee shall disclose in writing to his or her immediate supervisor any outside employment that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the District.

Private Tutoring

An employee shall disclose in writing to his or her immediate supervisor any private tutoring of District students for pay.

**Personal Services  
Performed by an  
Administrator**

An administrator, as defined in law, shall not receive any financial benefit for the performance of personal services except as permitted by and in accordance with law.

An administrator, other than a Superintendent or an assistant superintendent, who wishes to seek Board approval to perform personal services permitted by law shall submit that request to the Superintendent in accordance with administrative regulations.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

**Leave Administration**

The Superintendent shall develop administrative regulations addressing employee leaves and absences to implement the provisions of this policy.

**Definitions**

The term "immediate family" is defined as:

Immediate Family

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* to the employee.
4. Sibling, stepsibling, and sibling-in-law.
5. Grandparent and grandchild.
6. Any person residing in the employee's household at the time of illness or death.

For purposes of the Family and Medical Leave Act (FMLA), the definitions of spouse, parent, son or daughter, and next of kin are found in DECA(LEGAL).

Family Emergency

The term "family emergency" shall be limited to disasters and life-threatening situations involving the employee or a member of the employee's immediate family.

Leave Day

A "leave day" for purposes of earning, using, or recording leave shall mean the number of hours per day equivalent to the employee's usual assignment, whether full-time or part-time.

School Year

A "school year" for purposes of earning, using, or recording leave shall mean the term of the employee's annual employment as set by the District for the employee's usual assignment, whether full-time or part-time.

Daily Rate of Pay

The "daily rate" of a contract employee, including a teacher, school counselor, or librarian, shall be computed by dicing the employee's annual salary by the number of duty days in the employee's contract year.

Catastrophic Illness or Injury

A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee's immediate family that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Such conditions typically require prolonged hospitalization or

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

recovery or are expected to result in disability or death. Conditions relating to pregnancy or childbirth shall be considered catastrophic if they meet the requirements of this paragraph.

---

**Note:** For District contribution to employee insurance during leave, see CRD(LOCAL).

---

**Availability**

The District shall make state personal leave and local leave for the current year available for use at the beginning of the school year.

**State Leave Proration**

If an employee separates from employment with the District before his or her last duty day of the school year or begins employment after the first duty day of the school year, state personal leave shall be prorated based on the actual time employed.

If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for state personal leave the employee used beyond his or her pro rata entitlement for the school year.

**Medical Certification**

An employee shall submit medical certification of the need for leave if:

1. The employee is absent more than five consecutive workdays because of personal illness or illness in the immediate family;
2. The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor or Superintendent; or
3. The employee requests FMLA leave for the employee's serious health condition; a serious health condition of the employee's spouse, parent, or child; or for military caregiver leave.

In each case, medical certification shall be made by a health-care provider as defined by the FMLA. [See DECA(LEGAL)]

**State Personal Leave**

The Board requires employees to differentiate the manner in which state personal leave is used.

**Nondiscretionary Use**

Nondiscretionary use of leave shall be for the same reasons and in the same manner as state sick leave accumulated before May 30, 1995. [See DEC(LEGAL)]

Nondiscretionary use includes leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.

**Discretionary Use**

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

Discretionary use of leave is at the individual employee's discretion, subject to limitations set out below.

*Request for  
Leave*

In deciding whether to approve or deny a request for discretionary use of state personal leave, the supervisor shall not seek or consider the reasons for which an employee requests to use leave. The supervisor shall, however, consider the duration of the requested absence in conjunction with the effect of the employee's absence on the educational program and District operations, as well as the availability of substitutes.

Discretionary use of state personal leave shall not exceed three consecutive workdays.

**Local Leave**

Each employee shall earn five paid local leave days per school year in accordance with administrative regulations.

Local leave shall accumulate to a maximum of 30 leave days.

Local leave shall be used according to the terms and conditions of state personal leave. [See State Personal Leave, above]

**Sick Leave Bank**

The District shall establish a sick leave bank that employees may join through contribution of local leave.

Leave contributed to the bank shall be solely for the use of participating employees. An employee who is a member of the bank may request leave from the bank if the employee or a member of the employee's immediate family experiences a catastrophic illness or injury and the employee has exhausted all paid leave and any applicable compensatory time.

The Superintendent shall develop regulations for the operation of the sick leave bank that address the following:

1. Membership in the sick leave bank, including the number of days an employee must contribute to become a member;
2. Procedures to request leave from the sick leave bank;
3. The maximum number of days per school year a member employee may receive from the sick leave bank;
4. The committee or administrator authorized to consider requests for leave from the sick leave bank and criteria for granting requests; and
5. Other procedures deemed necessary for the operation of the sick leave bank.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

Appeal

An employee may appeal a decision regarding the sick leave bank in accordance with DGBA(LOCAL), beginning with the Superintendent or appropriate administrator.

**Military Leave**

If an employee is absent from a position of employment by reason of involuntary military service and has been called to active duty in the uniformed services as described in DEC(LEGAL), that employee shall be entitled to certain reemployment rights and benefits under the Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA) if all conditions outlined in DEC(LEGAL) are met.

If an employee is called to active duty while on military leave for involuntary service, the District shall pay the difference in salary received from the military position and salary or wages from the position from which the person is on leave from the District. This benefit shall continue so long as the person is on military active duty up to, but not to exceed, five years.

**Hardship Leave**

The District hardship leave program grants an employee the opportunity to receive up to 40 days of unpaid leave in a school year (July 1 through June 30) if the employee or a member of the employee's immediate family experiences a serious illness or injury or if the employee otherwise experiences an unforeseen personal hardship that requires the employee's absence from duty on a short-term basis. An employee must be ineligible for or must have exhausted all FMLA leave and/or temporary disability leave to qualify for hardship leave. The District shall develop administrative regulations to implement hardship leave.

Serious Illness or Injury

A serious illness or injury under this section is a severe condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee's immediate family that requires the services of a licensed practitioner for a brief period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Such conditions typically require sudden or immediate hospitalization or recovery or are expected to result in imminent disability or death.

Unforeseen Personal Hardship

An unforeseen personal hardship shall include situations or circumstances that do not affect the mental or physical health of the employee or a member of the employee's immediate family, but otherwise requires the employee's absence from duty and forces the employee to lose compensation from the District. A situation or circumstance that affects the employee's access to housing or other form of reliable shelter shall be considered an eligible unforeseen personal hardship if the employee meets the requirements of this policy.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

Certification of Leave	An employee's request for leave shall be accompanied by documentation establishing the employee's need and eligibility for the leave, in accordance with administrative regulations.
Appeal	An employee may appeal a decision regarding the District hardship leave program in accordance with DGBA(LOCAL).
<b>Family and Medical Leave</b>	<p><u>The District shall make FMLA leave available to employees in accordance with DECA(LEGAL) and the following provisions.</u></p> <p>FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable, <u>except as provided below.</u></p> <p><u>An employee shall notify the appropriate administrator if they choose not to use paid leave concurrently with FMLA leave for an absence related to pregnancy or the birth or adoption of a child.</u></p> <hr/> <p><b>Note:</b> — <del>See DECA(LEGAL) for provisions addressing FMLA.</del></p> <hr/>
<u>Concurrent Use of Paid Leave</u>	
Twelve-Month Period	For purposes of an employee's entitlement to FMLA leave, the 12-month period shall begin on the first duty day of the school year.
Combined Leave for Spouses	When both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks.
Intermittent or Reduced Schedule Leave	The District shall permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee.
Certification of Leave	When an employee requests leave, the employee shall provide certification, in accordance with FMLA regulations, of the need for leave.
Fitness-for-Duty Certification	In accordance with administrative regulations, when an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification.
Leave at the End of Semester	When a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester.
<b>District Medical Leave Plan</b>	A part-time employee who does not meet eligibility requirements for family and medical leave as a result of the limited number of hours required for the position and who has been employed for one school year shall be eligible to participate in the District medical

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

leave plan. The District medical leave plan grants a part-time employee the opportunity to receive up to six weeks of unpaid leave concurrently with any other leave to which he or she may be entitled under other policy provisions.

Appeal

An employee may appeal a decision regarding the District medical leave plan in accordance with DGBA(LOCAL), beginning with the Superintendent or appropriate administrator.

**Temporary Disability Leave**

Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]

An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent as a request for temporary disability leave.

The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.

**Workers' Compensation**

---

**Note:** Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance.

---

An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.

No Paid Leave Offset

The District shall not permit the option for paid leave offset in conjunction with workers' compensation income benefits. [See CRE]

**Court Appearances**

Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

Absences for court appearances related to an employee's personal business shall be deducted from the employee's personal leave.

**Payment for Accumulated Leave Upon Retirement**

The following leave provisions shall apply to state and local leave accumulated beginning on the effective date of January 7, 2019.

An employee who retires from the District shall be eligible for payment for accumulated state and local leave under the following conditions:

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

1. The employee's retirement is voluntary, i.e., the employee is not being discharged or nonrenewed.
2. The employee provides advance written notice of intent to retire. A contract and noncontract employee must provide written notice at least 60 days before the final work date in a school year prior to retirement.
3. The employee has at least five years of service with the District.
4. The employee meets state eligibility requirements for retirement.

The employee shall receive payment for each day of accumulated state and local leave, to a maximum of 30 days, at a rate established by the Board. If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.

**Expiration of All Available Leave**

If the employee has not already returned to work upon the expiration of all leave for which an employee has applied and is eligible, the District may deem the employee as having excessive absences.

Excessive Absences

An employee who has excessive absences during the school year may be recommended for nonrenewal or termination in accordance with this policy, other applicable policies, and applicable law. [See DCD and DF series]

"Excessive absence" shall mean failure to appear for work when no leave applies to the absence and the absence is not excused on any other basis provided in law or District policy. Elective leaves, if any, shall apply to and excuse an absence when the leave has been duly elected by the employee and approved by the District, and the absence qualifies for and falls within the leave period.

Reemployment

In the event the employee shall subsequently apply for reemployment with the District, the fact that the employee had previously taken leave and failed to return to work upon the expiration of the leave shall not be grounds for denial of new employment.

**Reasons**

The recommendation to the Board and its decision not to renew a contract under this policy shall not be based on an employee's exercise of Constitutional rights or based unlawfully on an employee's race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law. Reasons for proposed nonrenewal of an employee's term contract shall be:

1. Deficiencies pointed out in observation reports, appraisals or evaluations, supplemental memoranda, or other communications.
2. Failure to fulfill duties or responsibilities.
3. Incompetency or inefficiency in the performance of duties.
4. Inability to maintain discipline in any situation in which the employee is responsible for the oversight and supervision of students.
5. Insubordination or failure to comply with official directives.
6. Failure to comply with Board policies or administrative regulations.
7. Excessive absences.
8. Conducting personal business during school hours when it results in neglect of duties.
9. Reduction in force because of financial exigency. [See DFFA]
10. Reduction in force because of a program change. [See DFFB]
11. The employee is not retained at a campus in accordance with the provisions of a campus turnaround plan. [See AIC]
12. Drunkenness or excessive use of alcoholic beverages; or possession, use, or being under the influence of alcohol or alcoholic beverages while on District property, while working in the scope of the employee's duties, or while attending any school- or District-sponsored activity.
13. The illegal possession, use, manufacture, or distribution of a controlled substance, a drug, a dangerous drug, hallucinogens, or other substances regulated by state statutes.
14. Failure to meet the District's standards of professional conduct.
15. Failure to report any arrest, indictment, conviction, no contest or guilty plea, or other adjudication for any felony, any crime

involving moral turpitude, or other offense listed at DH(LOCAL). [See DH]

16. Conviction of or deferred adjudication for any felony, any crime involving moral turpitude, or other offense listed at DH(LOCAL); or conviction of a lesser included offense pursuant to a plea when the original charged offense is a felony. [See DH]
17. Failure to comply with reasonable District requirements regarding advanced coursework or professional improvement and growth.
18. Disability, not otherwise protected by law, that prevents the employee from performing the essential functions of the job, [with or without reasonable accommodation](#).
19. Any activity, school-connected or otherwise, that, because of publicity given it, or knowledge of it among students, faculty, or the community, impairs or diminishes the employee's effectiveness in the District.
20. Any breach by the employee of an employment contract or any reason specified in the employee's employment contract.
21. Failure to maintain an effective working relationship, or maintain good rapport, with parents, the community, or colleagues.
22. A significant lack of student progress attributable to the educator.
23. Behavior that presents a danger of physical harm to a student or to other individuals.
24. Assault on a person on District property or at a school-related function, or on an employee, student, or student's parent regardless of time or place.
25. Use of profanity in the course of performing any duties of employment, whether on or off school premises, in the presence of students, staff, or members of the public, if reasonably characterized as unprofessional.
26. Falsification of records or other documents related to the District's activities.
27. Falsification or omission of required information on an employment application.
28. Misrepresentation of facts to a supervisor or other District official in the conduct of District business.

29. Failure to fulfill requirements for state licensure or certification, including passing certification or licensing examinations required by state or federal law or by the District, for the employee's assignment.
30. Failure to maintain licensing and certification requirements, including the completion of required continuing education hours, for the employee's assignment.
31. Failure to complete certification or permit renewal requirements, or failure to fulfill the requirements of a deficiency plan, under an Emergency Permit or a Temporary Classroom Assignment Permit.
32. Any attempt to encourage or coerce a child to withhold information from the child's parent or from other District personnel.
33. Any reason that makes the employment relationship void or voidable, such as a violation of federal, state, or local law.
34. Engaging in or assigning to another individual, whether intentionally or knowingly, an instruction, guidance, activities, or programming prohibited by law. [See EMB]
35. Engaging in or assigning to another individual, whether intentionally or knowingly, diversity, equity, and inclusion duties prohibited by law.
- ~~34-36.~~ Any reason constituting good cause for terminating the contract during its term.

Recommendations  
from Administration

Administrative recommendations for renewal or proposed nonrenewal of term contracts shall be submitted to the Superintendent. A recommendation for proposed nonrenewal shall be supported by any relevant documentation. The final decision on the administrative recommendation to the Board on each employee's contract rests with the Superintendent.

Superintendent's  
Recommendation

The Superintendent shall prepare lists of employees whose contracts are recommended for renewal or proposed nonrenewal by the Board. Supporting documentation, if any, and reasons for the recommendation shall be submitted for each employee recommended for proposed nonrenewal.

The Board shall consider such information, as appropriate, in support of recommendations for proposed nonrenewal and shall then act on all recommendations.

Notice of Proposed  
Nonrenewal

After the Board votes to propose nonrenewal, the Superintendent or designee shall deliver written notice of proposed nonrenewal in accordance with law.

If the notice of proposed nonrenewal does not contain a statement of the reason or all the reasons for the proposed action, and the employee requests a hearing, the District shall give the employee notice of all reasons for the proposed nonrenewal at a reasonable time before the hearing. The initial notice or any subsequent notice shall contain the hearing procedures.

**Request for Hearing**

If the employee desires a hearing after receiving the notice of proposed nonrenewal, the employee shall notify the Board in writing not later than the 15th day after the date the employee received the notice of proposed nonrenewal.

When a timely request for a hearing on a proposed nonrenewal is received by the presiding officer, the Board shall notify the employee whether the hearing will be conducted by the Board [see Hearing by the Board, below] or an attorney designated by the Board [see Hearing by an Attorney Designated by the Board, below].

In either case, the hearing shall be held not later than the 15th day after receipt of the request, unless the parties mutually agree to a delay. The employee shall be given notice of the hearing date as soon as it is set.

**Hearing by the Board**

Unless the employee requests that the hearing be open, the hearing shall be conducted in closed meeting with only the members of the Board, the employee, the Superintendent, their representatives, and such witnesses as may be called in attendance. Witnesses may be excluded from the hearing until called to present evidence. The employee and the administration may choose a representative. Notice, at least five days in advance of the hearing, shall be given by each party intending to be represented, including the name of the representative. Failure to give such notice may result in postponement of the hearing.

**Hearing Procedures**

The conduct of the hearing shall be under the presiding officer's control and shall generally follow the steps listed below:

1. After consultation with the parties, the presiding officer shall impose reasonable time limits for presentation of evidence and closing arguments.
2. The hearing shall begin with the administration's presentation, supported by such proof as it desires to offer.
3. The employee may cross-examine any witnesses for the administration.

4. The employee may then present such testimonial or documentary proof, as desired, to offer in rebuttal or general support of the contention that the contract be renewed.
5. The administration may cross-examine any witnesses for the employee and offer rebuttal to the testimony of the employee's witnesses.
6. Closing arguments may be made by each party.

A record of the hearing shall be made so that a certified transcript can be prepared, if required.

**Board Decision**

The Board may consider only evidence presented at the hearing. After all the evidence has been presented, if the Board determines that the reasons given in support of the recommendation to not renew the employee's contract are lawful, supported by the evidence, and not arbitrary or capricious, it shall so notify the employee by a written notice not later than the 15th day after the date on which the hearing is concluded. This notice shall also include the Board's decision on renewal, which decision shall be final.

**Hearing by an  
Attorney Designated  
by the Board**

The hearing must be private unless the employee requests in writing that the hearing be public, except that the attorney may close the hearing to maintain decorum. If the employee does not request a public hearing, only the attorney designated by the Board, the employee, the Superintendent, their representatives, and witnesses shall be permitted to be in attendance, and witnesses may be excluded from the hearing until called to present evidence. The employee and the administration may choose a representative. Notice, at least five days in advance of the hearing, shall be given by each party intending to be represented, including the name of the representative. Failure to give such notice may result in postponement of the hearing.

The conduct of the hearing shall be under the control of the attorney designated by the Board and shall generally follow the steps listed at Hearing by the Board.

Not later than the 15th day after the completion of the hearing, the attorney shall provide to the Board a record of the hearing and his or her recommendation on renewal.

**Board Review**

The Board shall consider the record of the hearing and the attorney's recommendation at the first Board meeting for which notice can be posted, unless the parties agree in writing to a different date. The Board shall notify the employee of the meeting date as soon as it is set. At the meeting, the Board shall allow each party an equal amount of time to present oral arguments. The Board

shall notify the employee in writing of the Board's decision on re-  
newal not later than the 15th day after the date of the meeting.

**No Hearing**

If the employee fails to request a hearing, the Board shall take the  
appropriate action and notify the employee in writing of that action  
not later than the 30th day after the date the notice of proposed  
nonrenewal was sent.

## Complaints

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

### Other Complaint Processes

Employee complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA after the relevant complaint process [has been followed](#):

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability), shall be submitted in accordance with ~~the DIA series~~.
2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violation of Title VII, shall be submitted in accordance with ~~the DIA series~~.
3. Complaints concerning retaliation ~~relating~~[related](#) to discrimination and harassment shall be submitted in accordance with ~~the DIA series~~.
4. Complaints concerning instructional resources shall be submitted in accordance with the EF series.
5. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with the CKE series.
6. Complaints concerning the proposed nonrenewal of a term contract issued under Chapter 21 of the Education Code shall be submitted in accordance with DFBB.
7. Complaints concerning the proposed termination or suspension without pay of an employee on a probationary, term, or continuing contract issued under Chapter 21 of the Education Code during the contract term shall be submitted in accordance with DFAA, DFBA, or DFCA.

## Notice to Employees

The District shall inform employees of this policy through appropriate District publications [and on the District's website](#).

## ~~Guiding Principles~~ Informal Process

The Board encourages employees to discuss their concerns with their supervisor, principal, or other appropriate [campus or District administrator](#) who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

Direct  
Communication with  
Board Members

Employees shall not  
be prohibited from  
communicating with  
a member of the  
Board regarding  
District operations

Formal Process  
communication  
between an  
employee and a  
Board member  
would be  
inappropriate  
because of a  
pending hearing or  
appeal related to the  
employee

Filing  
Deadlines

If an employee has engaged in the informal process in an attempt to resolve the complaint with the District and has not reached a resolution during the process, the employee must file a complaint within 15 business days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

All deadlines shall be strictly followed unless otherwise required by law or modified by mutual written consent.

An employee may initiate the formal process described below by timely filing a written complaint form.

~~Even after initiating the formal complaint process, employees are encouraged to seek informal resolution of their concerns. An employee whose concerns are resolved may withdraw a formal complaint at any time.~~

~~The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.~~ The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.

The complaint form shall be filed with the lowest level administrator who has the authority to remedy the alleged problem. In most circumstances, the employee shall file Level One complaints with the campus principal for any complaint on a matter related to a campus. For a complaint that arises on a matter that is unrelated to a campus, the complaint shall be filed with the appropriate District-level administrator.

If the subject matter of the complaint requires a Board decision, is a complaint about a Board member, or is a complaint about the Superintendent, the complaint shall be initiated at the Board level. A preliminary hearing to develop a record or recommendation for the Board may be conducted by an appropriate administrator.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

Option to Continue  
Informal Process

Even after initiating the formal complaint process, the employee is encouraged to seek informal resolution of their concerns. An employee whose concerns are resolved may withdraw a formal complaint at any time.

Notice of Complaint	A District employee against whom a complaint has been filed shall be provided notice of the complaint in accordance with administrative regulations. The employee shall have sufficient opportunity to submit a written response to the complaint that shall be included in the record of the complaint.
Freedom from Retaliation	Neither the Board nor any District employee shall unlawfully retaliate against an employee for bringing a concern or complaint.
Whistleblower Complaints	Whistleblower complaints shall be filed within the time specified by law and may be made <del>to the Superintendent or designee</del> beginning at Level Two. Timelines for the employee and the District set out in this policy may be shortened to allow the Board to make a final decision within 60 calendar days of the initiation of the complaint. [See DG]
Complaints Against Supervisors	Complaints alleging a violation of law by a supervisor may be made to the Superintendent <del>or designee</del> . <del>Complaint forms</del> . <del>Complaints</del> alleging a violation of law by the Superintendent may be submitted directly to the Board or <del>Board's</del> designee.
Direct Communication with Board Members	Employees shall not be prohibited from communicating with a member of the Board regarding District operations except when communication between an employee and a Board member would be inappropriate because of a pending hearing or appeal related to the employee.
General Provisions Filing	Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, <del>including email and fax</del> , or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three <del>business</del> days after the deadline.
Scheduling Conferences Hearings	The District shall make reasonable attempts to schedule <del>conferences</del> <del>hearings</del> at a mutually agreeable time. If the employee fails to appear at a scheduled <del>conference</del> <del>hearing</del> , the District may hold the <del>conference</del> <del>hearing</del> and issue a decision in the employee's absence.
Response At Levels One and Two, "response" Decision	A "decision" shall mean a written communication to the employee from the appropriate administrator. <del>Responses that provides an explanation of the basis of the decision, an indication of each document that supports the decision, and any relief or redress to be</del>

provided. A decision shall be issued on the merits of the concern raised in the complaint notwithstanding any procedural errors or the type of relief or redress requested.

The decision shall also include information regarding the filing of an appeal in accordance with this policy. After a hearing at Level Three, the decision shall include information on submitting an appeal to the commissioner.

A decision may be hand-delivered, sent by electronic communication to the employee's email address of record, or sent by U.S. Mail to the employee's mailing address of record. Mailed ~~responses~~ decisions shall be timely if they are postmarked by U.S. Mail on or before the deadline.

~~Days~~

~~"Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."~~

~~Representative~~ Representative

"Representative" shall mean any person who or an organization that does not claim the right to strike and is designated by the employee to represent ~~him or her~~ the employee in the complaint process.

The employee may designate a representative through written notice to the District at any level of this process. The representative may participate in person or by telephone conference call. If the employee designates a representative with fewer than three business days' notice to the District before a scheduled ~~conference or~~ hearing, the District may reschedule the ~~conference or~~ hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.

~~Consolidating~~  
~~Complaints~~

~~Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not file~~ To promote efficiency in addressing complaints, the appropriate administrator shall determine if separate or serial complaints arising from ~~any~~ an event or series of ~~events that have been or could have been addressed in a previous complaint.~~

~~When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the District may consolidate the complaints.~~

~~Untimely Filings~~

~~All time limits shall be strictly followed unless modified by mutual written consent.~~

~~If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the employee, at any point during the complaint process. The employee may appeal the~~

~~dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness~~ related events shall be consolidated.

Costs Incurred

Each party shall pay its own costs incurred in the course of the complaint.

Complaint and Appeal Forms

Complaints and appeals under this policy shall be submitted ~~in writing~~ on a form provided by the District.

Copies of any documents that support the complaint should be ~~attached to~~ included with the complaint form. If the employee does not have copies of these documents, ~~they~~ copies may be presented at the Level One ~~conference~~ hearing. After the Level One ~~conference~~, ~~no new documents may be submitted by the employee unless the employee did not know the documents existed before the Level One conference~~ hearing, the employee may supplement the record with additional documents or include additional claims.

Record

A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the employee who filed the complaint, documents determined relevant by District personnel, and the decision.

Remand

A complaint or appeal form that is incomplete in any material aspect ~~may~~ shall be ~~dismissed but may be refiled with all the required information if the refile is within the designated time for filing~~ re-filed, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint.

If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.

**Assignment of Hearing Officer**

When a District employee is the subject of a complaint, the hearing shall be conducted by an administrator who is in a supervisory or higher organizational role. The District employee who is the subject of the complaint shall recuse themselves from reviewing the complaint at any level in the process.

**Investigation**

The District may conduct an investigation at any level in the complaint process. If the District and the employee mutually agree, all deadlines shall be suspended during an investigation.

**Audio Recording**

As provided by law, an employee shall be permitted to make an audio recording of a ~~conference or~~ hearing under this policy at which the substance of the employee's complaint is discussed. The

employee shall notify all attendees present that an audio recording is taking place.

### Complaint Levels

#### Level One

~~Complaint forms must be filed:~~

~~8. Within 15 days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and~~

~~9. With the lowest level administrator who has the authority to remedy the alleged problem.~~

~~In most circumstances, employees on a school campus shall file Level One complaints with the campus principal; other District employees shall file Level One complaints with their immediate supervisor.~~

~~If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.~~

~~If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.~~

~~The appropriate administrator shall investigate as necessary and schedule a conference with the employee within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.~~

~~Absent extenuating circumstances, the administrator shall provide the employee a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator~~  
At Level One, the appropriate hearing officer shall hold a hearing with the employee within 10 calendar days after receipt of the written complaint. The hearing officer may set reasonable time limits for the hearing.

The hearing officer shall provide the employee a decision within 20 calendar days following the hearing. In reaching a decision, the hearing officer may consider information provided with the complaint form and any other relevant documents or information the hearing officer believes will help resolve the complaint.

Level Two

If the employee did not receive the relief requested at Level One or if the time for a ~~response~~decision has expired, the employee may request a ~~conference with the Superintendent or designee~~hearing at Level Two to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~20 calendar days of the date of the ~~written~~ Level One ~~response~~decision or, if no ~~response was received,~~ within ~~ten~~decision has been communicated to the employee, within 20 calendar days of the Level One ~~response~~decision deadline.

After receiving notice of the appeal, the Level One ~~administrator-~~hearing officer shall prepare and forward a record of the Level One complaint to the Level Two ~~administrator.~~ ~~The employee may re-~~quest ~~hearing officer and provide~~ a copy of the Level One record to the employee.

The Level One record shall include:

1. The original complaint form and any attachments.
2. ~~All~~Any other documents submitted by the employee at Level One.
3. ~~The~~if the complaint is against a District employee, the written response of the District employee, if any.
- ~~3.4.~~ 4. The decision issued at Level One and any attachments.
- ~~4.5.~~ 5. All other documents relied upon by the Level One ~~administra-~~tor ~~hearing officer~~ in reaching the Level One decision.

The ~~Superintendent or designee shall schedule a conference within ten~~hearing officer shall hold a hearing within 10 calendar days after the appeal notice is filed. The ~~conference shall be limited to the issues and documents considered at Level One. At the conference, the employee may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference~~hearing officer may set reasonable time limits for the hearing.

The ~~Superintendent or designee~~hearing officer shall provide the employee a ~~written response~~decision within ~~ten~~20 calendar days following the ~~conference.~~ ~~The written response shall set forth the basis of the decision~~hearing. In reaching a decision, the ~~Superintendent or designee~~hearing officer may consider the Level One record, any additional information provided ~~at~~prior to the Level Two ~~conference~~hearing, and any other relevant documents or informa-

- tion the ~~Superintendent or designee~~ hearing officer believes will help resolve the complaint.
- Recordings of the Level One and Level Two ~~conferences~~ hearings, if any, shall be maintained with the Level One and Level Two records.
- Level Three
- If the employee did not receive the relief requested at Level Two or if the time for a ~~response~~ decision has expired, the employee may appeal the decision to the Board.
- The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~ 20 calendar days of the date of the ~~written~~ Level Two ~~response~~ decision or, if no ~~response was received,~~ ~~within ten~~ decision has been communicated to the employee, within 20 calendar days of the Level Two ~~response~~ decision deadline.
- ~~The Superintendent or designee shall inform the employee of the date, time, and place of the Board~~ Unless the Board delegates a committee in accordance with law, the Board shall hear the appeal of the Level Two decision.
- After receiving notice of the appeal, the Board or Board committee shall hold a meeting to discuss the complaint no later than 60 calendar days after the date on which the Level Two decision was made.
- The Superintendent shall inform the employee whether the Board or a Board committee will hear the appeal and of the date, time, and place of the meeting at which the complaint will be on the agenda for presentation to the Board or Board committee.
- ~~The Superintendent or designee~~ At least five business days before the Board or Board committee meeting, the Superintendent shall provide the employee a description of any information the Board intends to rely on that is not contained in the record created at the previous hearing levels, including any preliminary hearing.
- The Superintendent shall provide the Board the record of the Level Two appeal. The employee may request a copy of the Level Two record.
- The Level Two record shall include:
1. The Level One record.
  2. The notice of appeal from Level One to Level Two.
  3. ~~The written response~~ Any other documents submitted by the employee at Level Two.
  - 3.4. The decision issued at Level Two and any attachments.

4.5. All other documents relied upon by the administration in reaching the Level Two decision.

~~The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the employee notice of the nature of the evidence at least three days before the hearing.~~

~~The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]~~

The employee may request that the complaint be heard in open or closed meeting. The District shall honor that request unless the Texas Open Meetings Act or other applicable law requires otherwise. [See BE]

At the meeting, the presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the employee and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. ~~The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels. members.~~

In addition to any other record of the ~~Board~~ meeting required by law, the Board or Board committee shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the employee or the employee's representative, any presentation from the administration, and questions from ~~the Board~~ members with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board or Board committee shall then consider the complaint. It ~~may give notice of its~~ shall make a decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. ~~If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two~~ no later than 30 calendar days after the date of the Board or Board committee meeting at which the complaint was presented. The employee shall be provided a decision in accordance with this policy and state law.

Each District employee shall perform his or her duties in accordance with state and federal law, District policy, and ethical standards. The District holds all employees accountable to the Educators' Code of Ethics. [See DH(EXHIBIT)]

Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

**Violations of Standards of Conduct**

Each employee shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any policies, regulations, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary action, including termination of employment. [See DCD, DCE, and DF series]

**Weapons Prohibited**

The District prohibits the use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on District property at all times.

Exceptions

No violation of this policy occurs when:

1. A District employee who holds a ~~Texas~~ handgun license in accordance with state law stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, provided the handgun or other firearm is not in plain view; or
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

**Electronic Communication**

Use with Students

A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities.

Unless an exception has been made in accordance with the employee handbook or other administrative regulations, an employee shall not use a personal electronic communication platform, application, or account to communicate with currently enrolled students.

EMPLOYEE STANDARDS OF CONDUCT

DH  
(LOCAL)

Unless authorized above, all other employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. The employee handbook or other administrative regulations shall further detail:

1. Exceptions for family and social relationships;
2. The circumstances under which an employee may use text messaging to communicate with individual students or student groups;
3. Hours of the day during which electronic communication is discouraged or prohibited; and
4. Other matters deemed appropriate by the Superintendent.

In accordance with ethical standards applicable to all District employees [see DH(EXHIBIT)], an employee shall be prohibited from using electronic communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics.

An employee shall have no expectation of privacy in electronic communications with students. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communication. [See CPC]

Personal Use

All employees shall be held to the same professional standards in their public use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law or District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.

Reporting Improper Communication

In accordance with administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee.

Disclosing Personal Information

An employee shall not be required to disclose his or her personal email address or personal phone number to a student.

**Prohibited Classroom Instruction or Activities**

An employee is prohibited from intentionally or knowingly engaging in or assigning to another individual instruction, guidance, activities, or programming prohibited by law [see EMB].

**Prohibited Diversity, Equity, and Inclusion Duties**

An employee shall be subject to disciplinary action, including termination of employment, if the employee, intentionally or knowingly:

- Engages in diversity, equity, and inclusion (DEI) duties.
- Assigns to another individual DEI duties.

[See BT(LEGAL)]

**Social Transitioning**

An employee shall be prohibited from assisting a District student with social transitioning, as the term is defined in law. This prohibition includes providing any information to a District student about social transitioning or guidelines intended to assist a District student with social transitioning.

**Safety Requirements**

Each employee shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.

**Harassment or Abuse**

An employee shall not engage in prohibited harassment, including sexual harassment, of:

1. Other employees. [See DIA]
2. Students. [See FFH; see FFG regarding child abuse and neglect.]

While acting in the course of employment, an employee shall not engage in prohibited harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents.

An employee shall report child abuse or neglect as required by law. [See FFG]

**Relationships with Students**

An employee shall not form romantic or other inappropriate social relationships with students. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See FFH]

As required by law, the District shall notify the parent of a student with whom ~~an educator~~ a District employee or person acting as a service provider for the District is alleged to have engaged in certain misconduct. [See FFF]

[See FFF for parent notification requirements and DHB and DHC for reporting requirements.]

**Tobacco and Nicotine Products and E-Cigarettes**

An employee is prohibited from possessing or using any type of tobacco product, e-cigarette, or any other electronic vaporizing device while on school property, in a District vehicle, or while attending an off-campus school-related activity. An employee is also

prohibited from possessing or using any type of nicotine product, including nicotine pouches, regardless of whether the product contains tobacco, while on District property, in a District vehicle, or while attending an off-campus school-related activity.

An employee's supervisor is authorized to approve an exception to this policy for a smoking cessation product.

**Alcohol and Drugs /  
Notice of Drug-Free  
Workplace**

As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.

An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while on District property or at school-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.
3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

An employee need not be legally intoxicated to be considered "under the influence" of a controlled substance.

**Exceptions**

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee's job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee's personal use; or
3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee's child or other individual for whom the employee is a legal guardian.

**Sanctions**

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

EMPLOYEE STANDARDS OF CONDUCT

DH  
(LOCAL)

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and
4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

**Arrests, Indictments,  
Convictions, and  
Other Adjudications**

An employee shall notify his or her principal or immediate supervisor within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony, any offense involving moral turpitude, and any of the other offenses as indicated below:

1. Crimes involving school property or funds;
2. Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator;
3. Crimes that occur wholly or in part on school property or at a school-sponsored activity; or
4. Crimes involving moral turpitude, which include:
  - Dishonesty; fraud; deceit; theft; misrepresentation;
  - Deliberate violence;
  - Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
  - Felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
  - Felony driving while intoxicated (DWI); or
  - Acts constituting abuse or neglect under the Texas Family Code.

**Dress and Grooming**

An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.

---

**Note:** For information related to the accounting of instructional materials, as this term is defined by state law and rule, see CMD.

For information related to the selection process of library materials, see EFB.

---

The District shall provide instructional materials designed to teach the Texas Essential Knowledge and Skills and further the District's educational mission. Although the Superintendent shall ensure that professional staff select instructional materials in accordance with District policy and administrative regulations, the ultimate authority for determining and approving the curriculum and instructional program of the District lies with the Board.

The District values parental involvement in the educational process and shall continue to identify opportunities for parents to learn about the District's instructional programs and the availability of instructional materials.

**Objectives**

In this policy, "instructional materials" may include textbooks, supplementary resources for classroom use, and any other instructional resources, including electronic resources, used for formal or informal teaching and learning purposes. The primary objectives of instructional materials are to implement, enrich, and support the District's educational program.

**Selection**

Instructional materials that are textbooks and related supplemental materials, which may include items from the list of resources adopted by the State Board of Education, shall be chosen in accordance with administrative regulations and the objectives above.

The Board shall rely on District professional staff to select and acquire instructional materials that:

1. Enrich and support the curriculum consistent with the general educational goals of the state and District, the aims and objectives of individual schools and specific courses, and the District and campus improvement plans.
2. Are appropriate for the subject area and for the age, ability level, learning styles, interests, and social and emotional development of the students for whom they are selected.
3. Meet high standards for artistic quality, literary style, authenticity, educational significance, factual content, physical format, presentation, readability, and technical quality.

4. Present various sides of controversial issues so that students have an opportunity to develop, under guidance, skills in critical analysis and in making informed judgments in their daily lives. [See also EMB regarding instruction about controversial issues.]
5. Promote literacy.

District professional staff may select additional instructional materials in accordance with administrative regulations and the criteria above.

Administrators, teachers, other District personnel, parents, and community members, as appropriate, may recommend instructional materials for selection. Gifts of instructional materials shall be evaluated according to these criteria and accepted or rejected in accordance with CDC(LOCAL).

Selection of instructional materials is an ongoing process that includes the removal of materials no longer appropriate and the periodic replacement or repair of materials that still have educational value.

#### **Parent Request for Instructional Material Review**

The Superintendent shall develop administrative regulations to ensure compliance with state law and rules that a parent or guardian of a District student may request an instructional materials review for a subject area in the grade level in which their student is enrolled on the basis of the following:

1. The material is not aligned with District-adopted materials; or
2. The material does not have the appropriate rigor for the grade level for the subject area in which the instructional material is used.

The regulations shall also address procedures for submitting a parent petition to review instructional materials, the appeal process if a petition for review is denied, criteria for reviewing any appeal, and timelines for each step in the process.

#### **Reconsideration of Instructional Materials**

A District employee or a parent or guardian of a District student may request reconsideration of instructional material used in the District's educational program on the basis that the instructional material fails to meet the standards set forth in this policy.

##### Guiding Principles

The following principles shall guide the Board and staff in responding to a request for reconsideration of instructional materials:

1. A complainant may raise an objection to an instructional material used in a school's educational program, despite the fact that the professional staff selecting the materials were quali-

fied to make the selection, followed the proper procedure, and adhered to the objectives for instructional materials set out in this policy.

2. A parent's ability to exercise control over instruction extends only to his or her own child as set forth in Education Code Chapter 26.
3. Access to a challenged material shall not be restricted during the reconsideration process, except the District may deny access to a child if requested by the child's parent.

The major criterion for the final decision on challenged instructional materials is the appropriateness of the material for its intended educational use. No challenged instructional material shall be removed solely because of the ideas expressed therein.

Informal  
Reconsideration

When the District or a campus receives an objection to the appropriateness of an instructional material, the appropriate administrator shall try to resolve the matter informally. The administrator shall explain the selection process and discuss the intended educational purpose for the instructional material. If appropriate, the administrator may offer a concerned parent an alternative instructional material to be used by that parent's child in place of the challenged material.

If the complainant wishes to make a formal challenge, the administrator shall provide the complainant a copy of this policy and a form to request a formal reconsideration of the instructional material.

Formal Request for  
Reconsideration

A complainant shall make any formal request to reconsider an instructional material on the form provided by the District and shall submit the completed and signed form to the principal. Upon receipt of the form, the principal shall appoint a reconsideration committee.

The reconsideration committee shall include at least one member of the instructional staff who has experience using the challenged material with students or is familiar with the challenged material's content. Other members of the committee may include District-level staff, secondary-level students, parents, and any other appropriate individuals.

All members of the committee shall review the challenged instructional material in its entirety. As soon as reasonably possible, the committee shall meet and determine whether the challenged material conforms to the principles of selection set out in this policy and whether the challenged material will continue to be used in the educational program. The committee shall prepare a written report of

its findings. The Superintendent, other appropriate administrators, and the complainant shall receive copies of the report.

*Frequency of  
Review*

After an instructional material has been reviewed through formal reconsideration, it shall not be reviewed again until it is evaluated in the periodic local selection process.

Appeal

The complainant may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the appropriate level. [See DGBA, FNG, and GF]

---

**Note:** Unless otherwise noted, the terms “video recording,” “video surveillance,” and “video monitoring” shall also include any associated audio recordings. In addition, the term “classroom” shall also include other special education settings subject to video and audio recording required by law.

---

To promote student safety, the District shall comply with requests for video and audio monitoring of certain **self-contained** special education classrooms as required by law. Regular or continual monitoring of video recordings shall be prohibited. Video recordings shall not be used for teacher evaluation or monitoring or for any purpose other than the promotion of student safety.

The **Superintendent** is responsible for coordinating the provision of equipment to campuses in compliance with the law.

The Superintendent shall ensure that administrative regulations are developed to implement this policy.

### Requests

For Following Year

A parent of a student receiving special education services and whose placement for the following school year will be in a **self-contained** special education classroom eligible for video surveillance may request in writing that a video camera be placed in the classroom by the end of the current school year or by the **tenth 10th** business day after the student’s admission, review, and dismissal (ARD) committee determines the student’s placement, whichever is later. If such a request is made, the campus shall begin operation of the camera by the deadlines in law.

For Current Year

Written requests from a parent, assistant principal, principal, staff member, or the Board shall be submitted and processed in accordance with the procedures in law.

Response

As required by law, the District shall provide a response to the requester not later than the seventh business day after receipt of the request.

### Notice

Before a camera is activated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be conducted in the classroom.

### Installation and Operation

The classroom subject to the request shall begin operation of video surveillance not later than the time frames required in law, except when the District is granted an extension of time.

When the District has installed video cameras in a classroom as required by law, the District shall operate the cameras during the instructional day at all times when one or more students are in the classroom. For purposes of this policy, the instructional day shall be defined as the portion of a school day during which instruction is taking place in the classroom.

For the school year in which a campus receives a request for video and audio surveillance, the campus shall continue to operate and maintain any video cameras placed in the classroom for as long as the classroom continues to satisfy the requirements in Education Code 29.022(a). However, the campus may discontinue operation of the video camera during the year if the requester withdraws the request in writing and no request is submitted to continue the surveillance. Before a camera is deactivated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be discontinued in the classroom and of the opportunity to request continued video and audio surveillance.

Video cameras must be capable of recording video and audio of all areas of the classroom, including a room attached to the classroom used for time out as defined by law. No visual monitoring, other than incidental coverage, shall be conducted of the inside of a bathroom or other area used for changing a student's clothes.

The District shall post notice at the entrance to a classroom in which video cameras are placed stating that video and audio surveillance is conducted in that classroom.

**Retention of Recordings**

Video recordings shall be retained for at least three months after the date of the recording but may be retained for a longer period in accordance with the District's records management program, or as required by law. [See CPC]

**Confidentiality of Recordings**

Video recordings made in accordance with this policy shall be confidential and shall only be released or viewed by the individuals and in the limited circumstances permitted by law. The following individuals shall have authority to view video recordings to the extent permitted by the Family Educational Rights and Privacy Act (FERPA):

1. A District employee or a parent of a student who is involved in an alleged incident documented by a recording and reported to the District;
2. Appropriate Department of Family and Protective Services (DFPS) personnel as part of an investigation of alleged abuse or neglect of a child;

3. A peace officer, school nurse, District administrator trained in de-escalation and restraint techniques, or human resource staff member in response to a report of an alleged incident or an investigation of an employee or a report of alleged abuse committed by a student; and
4. Appropriate Texas Education Agency or State Board for Educator Certification personnel or their agents as part of an investigation.

For purposes of this policy, the term “human resource staff member” shall include the Superintendent, an executive director of specialized learning, a principal, an assistant principal or other campus administrator, and any supervisory position within the District’s human resources office. If an individual listed in items ~~2-42-4~~, above, believes that a recording shows a violation of District policy or campus procedures, the individual may allow access to the recording by appropriate legal and human resources personnel designated by the District for the purpose of determining whether a policy or procedure has been violated.

Any person who suspects that child abuse or neglect has occurred shall report this suspicion as required by law and District policy. [See FFG]

### Reporting an Incident

A person alleging that an incident, as defined by law, has occurred in a classroom in which video surveillance is conducted shall file a report on the form provided by the District with the principal as soon as possible after the person suspects the alleged incident. If possible, an incident report form shall be filed within ~~48~~24 hours of the facts giving rise to the allegation. The principal shall promptly view, or direct an authorized individual to view, the video surveillance footage to identify the relevant portion of the recording. No later than ~~ten District business days~~10 District business days after the report is filed, the principal or designee shall respond by notifying the person whether the alleged incident was recorded in the District’s video surveillance footage and shall initiate other steps as required by law, District policy, or local procedures.

### Complaints

Complaints related to video and audio recordings under this policy shall be filed in accordance with DGBA, FNG, or GF, as applicable. A complainant who is dissatisfied with the outcome of the District’s complaint process may appeal in writing to the commissioner of education in accordance with Education Code 7.057 and 19 Administrative Code 103.1303. A parent, staff member, or District administrator may request an expedited review in accordance with 19 Administrative Code 103.1303.

**Relation to Essential Knowledge and Skills**

The District shall establish instructional objectives that relate to the essential knowledge and skills for grade-level subjects or courses. These objectives shall address the skills needed for successful performance in the next grade or next course in a sequence of courses.

Assignments, tests, projects, classroom activities, and other instructional activities shall be designed so that each student's performance indicates the level of mastery of the designated District objectives.

**Guidelines for Grading**

The Superintendent or designee shall ensure that each campus or instructional level develops guidelines for teachers to follow in determining grades for students. These guidelines shall ensure that grading reflects a student's relative mastery of an assignment and that a sufficient number of grades are taken to support the grade average assigned. Guidelines for grading shall be clearly communicated to students and parents.

**Progress Reporting**

The District shall issue grade reports/report cards every ~~nine~~nine weeks for elementary school students, which is the end of each of the four grading periods, and every six weeks for secondary school students. Performance shall be measured in accordance with this policy and the standards established in EIE.

Interim Reports

Interim progress reports shall be issued in accordance with law for a student who demonstrates consistent unsatisfactory performance. Other interim reports shall be issued as established by campus grading guidelines. Supplemental progress reports may be issued at the teacher's discretion.

Conferences

~~In addition to conferences scheduled on the campus calendar,~~Each year, the District shall provide at least two opportunities for in-person conferences between each parent and the student's teacher. Additional conferences may be requested by a teacher or parent as needed.

**Academic Dishonesty**

A student found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, the use of artificial intelligence to complete an assignment in part or in whole unless approved by the classroom teacher [see CQD], and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or

information from students, or the use of an artificial intelligence de-  
tection tool selected by the District.

PARENT RIGHTS AND RESPONSIBILITIES

FA  
(LOCAL)

**Parent Portal**

The District shall establish a parent portal on the District's website through which parents may submit comments to campus administrators, District administrators, and the Board.

The Superintendent shall develop administrative regulations related to the portal, including placement on the District or campus websites and how campus or District administrators are to address comments received from parents through the portal.

**Release from School**

A student shall not be released from school at times other than regular dismissal hours except with the permission of the principal of the school. The teacher shall determine that such permission has been granted before allowing the student to leave.

Exception for  
Released Time  
Course

For purposes of this policy, a “released time course” shall have the same definition as provided in law.

A student shall be permitted to attend a released time course in accordance with the following requirements:

1. The parent or guardian has provided written consent for the student to attend the released time course;
2. The private entity offering the released time course maintains attendance records and will make those records available to the District;
3. The private entity, parent or guardian, or student assumes responsibility for transportation, including transportation for a student with a disability, to and from the location at which the released course is offered;
4. The private entity assumes liability for the student enrolled in the released time course while the student is under the private entity’s care; and
5. The student is responsible for any school work and assignments issued during the student’s absence from the District.

The District shall be prohibited from using District funds, excluding de minimis costs, to facilitate the student attending a released time course.

A private entity shall be prohibited from offering the released time course on District property unless the use is in accordance with policy GKD.

The District shall not interfere with a parent’s or guardian’s ability to request or access a released time course for the student.

No employee shall give any student prescription medication, non-prescription medication, herbal substances, anabolic steroids, or dietary supplements of any type, except as authorized by this or other District policy.

**Medication Provided by Parent**

The Superintendent shall designate the employees who are authorized to administer medication that has been provided by a student's parent. An authorized employee is permitted to administer the following medication in accordance with administrative regulations:

1. Prescription medication in accordance with legal requirements.
2. Nonprescription medication, ~~upon a parent's written request, when properly labeled and in the original container~~ in accordance with legal requirements.
3. Herbal substances or dietary supplements provided by the parent and only if required by the individualized education program or Section 504 plan for a student with disabilities.

**Medication Provided by District**

Except as required by law and provided by this policy, the District shall not purchase medication to administer to a student.

Emergency Basis

The District shall purchase certain nonprescription medications to administer to students only on an emergency basis and in accordance with:

1. Protocols established by the District's medical adviser who must be licensed to practice medicine in the state of Texas; and
2. Parental consent given on the emergency treatment form.

The Superintendent shall designate the employees who are authorized to administer nonprescription medication under these protocols and permissions.

Athletic Program

The District shall purchase nonprescription medication that may be used to prevent or treat illness or injury in the District's athletic program. Only a licensed athletic trainer or a physician licensed to practice medicine in the state of Texas may administer this medication and may do so only if:

1. The District has prior written consent for medication to be administered [see Medical Treatment, below]; and
2. The administration of a medication by an athletic trainer is in accordance with a standing order or procedures approved by

a physician licensed to practice medicine in the state of Texas.

Epinephrine	The District authorizes school personnel who have agreed in writing and been adequately trained to administer an unassigned epinephrine <b>delivery system, such as an auto-injector or nasal spray</b> , in accordance with law and this policy. Administration of epinephrine shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing anaphylaxis.
<i>On Campus</i>	<p>Authorized and trained individuals may administer an unassigned epinephrine <b>auto-injector delivery system</b> at any time to a person experiencing anaphylaxis on a school campus.</p> <p>The District shall ensure that at each campus a sufficient number of authorized individuals are trained to administer epinephrine so that at least one trained individual is present on campus during all hours the campus is open. In accordance with state rules, the campus shall be considered open for this purpose during regular on-campus school hours and whenever school personnel are physically on site for school-sponsored activities.</p>
<i>Maintenance, Availability, and Training</i>	The Superintendent shall develop administrative regulations designating a coordinator to manage policy implementation and addressing annual training of authorized individuals in accordance with law; procedures for <b>auto-injector delivery system</b> use; and acquisition or purchase, maintenance, expiration, disposal, and availability of unassigned epinephrine <b>auto-injectors</b> at each campus.
<i>Notice to Parents</i>	In accordance with law, the District shall provide notice of the policy to parents regarding the epinephrine program, including notice of any change to or discontinuation of this program.
Opioid Antagonist	This provision shall be applicable to each campus that serves students in grades 6-12.
<i>On Campus</i>	<p>The District authorizes school personnel who have been adequately trained to administer an opioid antagonist in accordance with law and this policy. Administration of an opioid antagonist shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing an opioid-related overdose.</p> <p>Each applicable campus shall have at least one individual who is authorized and trained to administer an opioid antagonist present during regular school hours.</p>

*Maintenance,  
Availability,  
Training, and  
Reporting*

Each applicable campus shall have at least two unused, unexpired opioid antagonist doses available.

All opioid antagonists shall be stored in a secure location and shall be easily accessible by individuals who are authorized and trained to administer an opioid antagonist.

The Superintendent shall develop administrative regulations addressing acquisition, maintenance, expiration, and disposal of opioid antagonists in the District, as well as reporting, employee training, and emergency notification requirements.

**Psychotropics**

Except as permitted by law, an employee shall not:

1. Recommend to a student or a parent that the student use a psychotropic drug;
2. Suggest a particular diagnosis; or
3. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.

**Medical Treatment**

A student's parent, legal guardian, or other person having lawful control shall annually complete and sign a form that provides emergency information and addresses authorization regarding medical treatment. A student who has reached age 18 shall be permitted to complete this form.

The District shall seek appropriate emergency care for a student as required or deemed necessary.

**Threat Assessment  
and Safe and  
Supportive Team**

In compliance with law, the Superintendent shall ensure that a multidisciplinary threat assessment and safe and supportive team is established to serve each campus. The Superintendent shall appoint team members. The team shall be responsible for developing and implementing a safe and supportive school program at each campus served by the team and shall support the District in implementing its multi-hazard emergency operations plan.

Training

Each team shall complete training provided by an approved provider on evidence-based threat assessment programs.

Student Reports

Each campus shall establish a clear procedure for a student to report concerning behavior exhibited by another student for assessment by the team or other appropriate District employee.

Employee  
Confidentiality

A District employee who reports a potential threat may elect for the employee's identity to remain confidential and not be subject to disclosure under the state's public information law. The employee's identity shall only be revealed when necessary for the team, the District, or law enforcement to investigate the reported threat.

The District shall maintain a record of the identity of a District employee who elects for the employee's identity to remain confidential.

Notification to  
Teaching Staff of  
Threat

As soon as safe and practicable after an administrator or team receives information regarding a threat against a campus, including a threat made through social media, the appropriate administrator or the team shall immediately provide to each member of the teaching staff, including teacher aides, who may be directly affected by the threat a statement containing the following information:

1. The existence of the threat;
2. The nature of the threat; and
3. Any other pertinent detail to ensure student and staff safety.

The Superintendent shall develop administrative regulations to ensure that the required notice is provided to the teaching staff in accordance with law. The administrative regulations may also address notification of other appropriate employees on the affected campus.

Imminent Threats or  
Emergencies

A member of the team or any District employee may act immediately to prevent an imminent threat or respond to an emergency, including contacting law enforcement directly.

Threat Assessment  
Process

The District shall develop procedures as recommended by the Texas School Safety Center. In accordance with those procedures,

the threat assessment and safe and supportive team shall conduct threat assessments using a process that includes:

1. Identifying individuals, based on referrals, tips, or observations, whose behavior has raised concerns due to threats of violence or exhibition of behavior that is harmful, threatening, or violent.
2. Conducting an individualized assessment based on reasonably available information to determine whether the individual poses a threat of violence or poses a risk of harm to self or others and the level of risk.
3. Implementing appropriate intervention and monitoring strategies, if the team determines an individual poses a threat of harm to self or others. These strategies may include referral of a student for a mental health assessment and escalation procedures as appropriate.

For a student or other individual the team determines poses a serious risk of violence to self or others, the team shall immediately report to the Superintendent, who shall immediately attempt to contact the student's parent or guardian. Additionally, the Superintendent shall coordinate with law enforcement authorities as necessary and take other appropriate action in accordance with the District's multihazard emergency operations plan.

For a student the team identifies as at risk of suicide, the team shall follow the District's suicide prevention program.

For a student the team identifies as having a substance abuse issue, the team shall follow the District's substance abuse program.

For a student whose conduct may constitute a violation of the District's Student Code of Conduct, the team shall make a referral to the campus behavior coordinator or other appropriate administrator to consider disciplinary action.

As appropriate, the team may refer a student:

1. To a local mental health authority or health-care provider for evaluation or treatment; or
2. For a full individualized and initial evaluation for special education services.

The team shall not provide any mental health-care services, except as permitted by law.

STUDENT WELFARE  
CRISIS INTERVENTION

FFB  
(LOCAL)

Guidance to School  
Community

The team shall provide guidance to students and District employees on recognizing harmful, threatening, or violent behavior that may pose a threat to another person, the campus, or the community and methods to report such behavior to the team, including through anonymous reporting.

Reports

The team shall provide reports to the Texas Education Agency as required by law.

---

**Note:** See policies DHB and DHC for information on other required reports regarding alleged misconduct against a student.

---

The District shall notify a parent of a student with whom ~~an educa-~~  
~~tor~~ a District employee or a person acting as a service provider for  
the District is alleged to have engaged in misconduct, informing the  
parent:

1. As soon as feasible that the alleged misconduct may have occurred;
2. Whether the ~~educator~~ individual was terminated following an investigation of the alleged misconduct or resigned before completion of the investigation; and
3. Whether a report was submitted to the Texas Education Agency or State Board for Educator Certification (~~SBEC~~) concerning the alleged misconduct.

For purposes of this policy, misconduct is defined as an ~~educa-~~  
~~tor's~~ individual's alleged abuse or commission of an otherwise un-  
lawful act with ~~the~~ student or involvement in a romantic relation-  
ship, or soliciting or engaging in sexual contact with ~~the~~ student.

#### Notice of Suspected Criminal Offense

Except as provided by state law regarding child abuse investiga-  
tions, the District shall notify a parent not later than one business  
day after the date an employee first suspects that a criminal of-  
fense has been committed against the parent's child.

[See also FFG for reporting requirements related to child abuse  
and FFH for parental notification requirements regarding prohibited  
conduct as defined by that policy.]

**Program to Address  
Child Sexual Abuse,  
Trafficking, and  
Maltreatment**

The District's program to address child sexual abuse, trafficking, and other maltreatment of children, as included in the District improvement plan and the student handbook, shall include:

1. Methods for increasing staff, student, and parent awareness regarding these issues, including prevention techniques and knowledge of likely warning signs indicating that a child may be a victim;
2. Age-appropriate, research-based antivictimization programs for students;
3. Actions that a child who is a victim should take to obtain assistance and intervention; and
4. Available counseling options for affected students.

Training

The District shall provide training to employees as required by law and District policy. Training shall address techniques to prevent and recognize sexual abuse, trafficking, and all other maltreatment of children, including children with significant cognitive disabilities. [See DMA]

[See BBD for Board member training requirements and BJCB for Superintendent continuing education requirements.]

**Reporting Child  
Abuse and Neglect**

Any person who has reasonable cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect has a legal responsibility, under state law, to immediately report the suspected abuse or neglect to an appropriate authority.

As defined in state law, child abuse and neglect include both sex and labor trafficking of a child.

The following individuals have an additional legal obligation to submit a written or oral report within 4824 hours of learning of the facts giving rise to the suspicion of abuse or neglect:

1. Any District employee, agent, or contractor who suspects a child's physical or mental health or welfare has been adversely affected by abuse or neglect.
2. A professional who has reasonable cause to believe that a child has been or may be abused or neglected or may have been a victim of indecency with a child. A professional is anyone licensed or certified by the state who has direct contact with children in the normal course of duties for which the individual is licensed or certified.

A person is required to make a report if the person has reasonable cause to believe that an adult was a victim of abuse or neglect as a

child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

[For parental notification requirements regarding an allegation of ~~educator~~ misconduct with a student, see FFF.]

Oral Reports

As required by law, an oral report made to the Texas Department of Family and Protective Services (DFPS) is recorded.

**Restrictions on Reporting**

In accordance with law, an employee is prohibited from using or threatening to use a parent's refusal to consent to administration of a psychotropic drug or to any other psychiatric or psychological testing or treatment of a child as the sole basis for making a report of neglect, unless the employee has cause to believe that the refusal:

1. Presents a substantial risk of death, disfigurement, or bodily injury to the child; or
2. Has resulted in an observable and material impairment to the growth, development, or functioning of the child.

**Making a Report**

Reports may be made to any of the following:

1. A ~~state or local~~ law enforcement agency, [as defined in law](#);
2. The Child Protective Services (CPS) division of DFPS at 800-252-5400 or the [Texas Abuse Hotline website](#)<sup>1</sup>;
3. A local CPS office; or
4. If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility. As defined by law, a person responsible for the care, custody, or welfare of a child includes school personnel and volunteers and day-care workers. [See FFG(LEGAL)]

An individual does not fulfill his or her responsibilities under the law by only reporting suspicion of abuse or neglect to a campus principal, school counselor, or another District staff member. Furthermore, the District is prohibited from requiring an employee to first report his or her suspicion to a District or campus administrator.

In accordance with law, an individual must provide their name and telephone number when making a report. If the individual making the report is a school employee, agent, or contractor, they must also provide their business address and profession.

**Confidentiality**

The identity of a person making a report of suspected child abuse or neglect shall be kept confidential and disclosed only in accordance with the law and the rules of the investigating agency.

**Immunity**

A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

**Failing to Report Suspected Child Abuse or Neglect**

By failing to report suspicion of child abuse or neglect, an employee:

1. May be placing a child at risk of continued abuse or neglect;
2. Violates the law and may be subject to legal penalties, including criminal sanctions for knowingly failing to make a required report;
3. Violates Board policy and may be subject to disciplinary action, including possible termination of employment; and
4. May have his or her certification from the State Board for Educator Certification suspended, revoked, or canceled in accordance with 19 Administrative Code Chapter 249.

It is a criminal offense to coerce someone into suppressing or failing to report child abuse or neglect.

**Responsibilities Regarding Investigations**

In accordance with law, District officials shall be prohibited from:

1. Denying an investigator's request to interview a child at school in connection with an investigation of child abuse or neglect;
2. Requiring that a parent or school employee be present during the interview; or
3. Coercing someone into suppressing or failing to report child abuse or neglect.

District personnel shall cooperate fully and without parental consent, if necessary, with an investigation of reported child abuse or neglect. [See GKA]

---

<sup>1</sup> Texas Abuse Hotline website: <http://www.txabusehotline.org>

**Student Code of Conduct**

The District's rules of discipline are maintained in the Board-adopted Student Code of Conduct and are established to support an environment conducive to teaching and learning.

Rules of conduct and discipline shall not have the effect of discriminating on the basis of gender, race, color, disability, religion, ethnicity, or national origin.

At the beginning of the school year and throughout the school year as necessary, the Student Code of Conduct shall be:

1. Posted and prominently displayed at each campus or made available for review in the principal's office, as required by law; and
2. Made available on the District's website and/or as a hard copy to students, parents, teachers, administrators, and others on request.

Revisions

Revisions to the Student Code of Conduct approved by the Board during the year shall be made available promptly to students and parents, teachers, administrators, and others.

**Extracurricular Standards of Behavior**

With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property.

A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.

Standards of behavior for an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions.

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of extracurricular standards of behavior for an activity or for violation of the Student Code of Conduct.

**“Parent” Defined**

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

**General Discipline Guidelines**

A District employee shall adhere to the following general guidelines when imposing discipline:

1. A student shall be disciplined when necessary to improve the student’s behavior, to maintain order, or to protect other students, school employees, or property.
2. A student shall be treated fairly and equitably. Discipline shall be based on an assessment of the circumstances of each case. Factors to consider shall include:
  - a. The seriousness of the offense;
  - b. The student’s age;
  - c. The frequency of misconduct;
  - d. The student’s attitude;
  - e. The potential effect of the misconduct on the school environment;
  - f. Requirements of Chapter 37 of the Education Code; and
  - g. The Student Code of Conduct adopted by the Board.
3. Before a student under 18 is assigned 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.

**Corporal Punishment**

The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline for violations of the Student Code of Conduct.

**Physical Restraint**

---

**Note:** A District employee may restrain a student with a disability who receives special education services only in accordance with law. [See FOF(LEGAL)]

---

Within the scope of an employee’s duties, a District employee may physically restrain a student if the employee reasonably believes restraint is necessary in order to:

1. Protect a person, including the person using physical restraint, from physical injury.

2. Obtain possession of a weapon or other dangerous object.
3. Protect property from serious damage.
4. Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures.

**DAEP Placement and UIL Participation**

A student who is assigned to a disciplinary alternative education program (DAEP) shall not be permitted to participate in UIL activities. The student shall be permitted to resume participation in UIL activities after completion of the assignment to the DAEP on the first day he or she returns to regular classes.

**Electronic Monitoring by Law Enforcement**

A student monitored by law enforcement officials by means of an electronic monitoring device shall not be allowed to participate in UIL activities. The student may be permitted to resume participation on the first day following release from monitoring requirements.

**Video and Audio Monitoring**

Video and audio recording equipment ~~shall~~may be used for safety purposes to monitor student behavior on District property.

~~The~~When video and audio recording equipment is in use, the District shall post signs notifying students and parents about the District's use of video and audio recording equipment. Students shall not be notified when the equipment is turned on.

Use of Recordings

The principal shall review recordings as needed, and evidence of student misconduct shall be documented. A student found to be in violation of the District's Student Code of Conduct shall be subject to appropriate discipline.

Access to Recordings

Recordings shall remain in the custody of the campus principal and shall be maintained as required by law. A parent or student who wishes to view a recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]

## Complaints

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

### Other Complaint Processes

Complaints by members of the public shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with GF after the relevant complaint process:

1. Complaints concerning instructional resources shall be ~~filed-~~ **submitted** in accordance with the EF series.
2. Complaints concerning a commissioned peace officer who is an employee of the District shall be ~~filed~~ **submitted** in accordance with the CKE series.

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

## ~~Guiding Principles~~ Informal Process

The Board encourages the public to discuss concerns with an appropriate administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

## Filing Deadlines

If a member of the public has engaged in the informal process in an attempt to resolve the complaint with the District and has not reached a resolution during the process, the individual must file a complaint within 15 business days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

## Deadline Extensions

All deadlines shall be strictly followed unless otherwise required by law or modified by mutual written consent.

## Formal Process

An individual may initiate the formal process described below by timely filing a written complaint form.

~~Even after initiating the formal complaint process, individuals are encouraged to seek informal resolution of their concerns. An individual whose concerns are resolved may withdraw a formal complaint at any time.~~

~~The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any~~

~~level.~~ The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

The complaint form shall be filed with the lowest level administrator who has the authority to remedy the alleged problem. In most circumstances, the individual shall file a Level One complaint with the campus principal for any complaint on a matter related to a campus. For a complaint that arises on a matter that is unrelated to a campus, the complaint shall be filed with the appropriate District-level administrator.

If the subject matter of the complaint requires a Board decision, is a complaint about a Board member, or is a complaint about the Superintendent, the complaint shall be initiated at the Board level. A preliminary hearing to develop a record or recommendation for the Board may be conducted by an appropriate administrator.

A Board member shall be permitted to file a complaint under this policy, but, if the complaint is considered by the Board or Board committee, the Board member shall be prohibited from voting on the Board’s or Board committee’s decision.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

Option to Continue Informal Process

Even after initiating the formal complaint process, the complainant is encouraged to seek informal resolution of their concerns. A complainant whose concerns are resolved may withdraw a formal complaint at any time.

Notice of Complaint

A District employee against whom a complaint has been filed shall be provided notice of the complaint in accordance with administrative regulations. The employee shall have sufficient opportunity to submit a written response to the complaint that shall be included in the record of the complaint.

**Freedom from Retaliation**

Neither the Board nor any District employee shall unlawfully retaliate against any individual for bringing a concern or complaint.

**General Provisions**

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, ~~including email and fax,~~ or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic

communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three **business** days after the deadline.

Scheduling  
~~Conferences~~Hearin  
gs

The District shall make reasonable attempts to schedule ~~confer-  
ences~~hearings at a mutually agreeable time. If the ~~individual~~com-  
plainant fails to appear at a scheduled ~~conference~~hearing, the Dis-  
trict may hold the ~~conference~~hearing and issue a decision in the  
~~individual's~~complainant's absence.

Response  
At Levels One and  
Two,  
"response"Decision

A "decision" shall mean a written communication to the ~~individual-  
complainant~~ from the appropriate administrator. ~~Responses may  
be hand-delivered, sent by electronic communication to the individ-  
ual's email address of record, or sent by U.S. Mail to the individ-  
ual's mailing address of record. Mailed responses that provides an~~  
explanation of the basis of the decision, an indication of each docu-  
ment that supports the decision, and any relief or redress to be  
provided. A decision shall be issued on the merits of the concern  
raised in the complaint notwithstanding any procedural errors or  
the type of relief or redress requested.

The decision shall also include information regarding the filing of  
an appeal in accordance with this policy. After a hearing at Level  
Three, the decision shall include information on submitting an ap-  
peal to the commissioner.

A decision may be hand-delivered, sent by electronic communica-  
tion to the complainant's email address of record, or sent by U.S.  
Mail to the complainant's mailing address of record. Mailed deci-  
sions shall be timely if they are postmarked by U.S. Mail on or be-  
fore the deadline.

Days

~~"Days" shall mean District business days, unless otherwise noted.  
In calculating timelines under this policy, the day a document is  
filed is "day zero." The following business day is "day one."~~

Representative

"Representative" shall mean any person who or organization that is  
designated by ~~an individual~~a complainant to represent the ~~individu-  
al~~complainant in the complaint process.

The ~~individual~~complainant may designate a representative through  
written notice to the District at any level of this process. ~~If the indi-  
vidual~~The representative may participate in person or by telephone  
conference call. If the complainant designates a representative  
with fewer than three **business** days' notice to the District before a  
scheduled ~~conference or~~hearing, the District may reschedule the  
~~conference or~~hearing to a later date, if desired, in order to include  
the District's counsel. The District may be represented by counsel  
at any level of the process.

Consolidating Complaints	<p><del>Complaints arising out of an event or a series of related events shall be addressed in one complaint. An individual shall not file</del>To promote efficiency in addressing complaints, the appropriate administrator shall determine if separate or serial complaints arising from <del>any</del>an event or series of <del>events that have been or could have been addressed in a previous complaint.</del></p>
Untimely Filings	<p><del>All time limits shall be strictly followed unless modified by mutual written consent.</del></p> <p><del>If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the individual, at any point during the complaint process. The individual may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness</del>related events shall be consolidated.</p>
Costs Incurred	<p>Each party shall pay its own costs incurred in the course of the complaint.</p>
Complaint and Appeal Forms	<p>Complaints and appeals under this policy shall be submitted <del>in writing</del> on a form provided by the District.</p> <p>Copies of any documents that support the complaint should be <del>attached to</del>included with the complaint form. If the <del>individual</del>complainant does not have copies of these documents, <del>they</del>copies may be presented at the Level One <del>conference</del>hearing. After the Level One <del>conference</del>, <del>no new documents may be submitted by the individual unless the individual did not know the documents existed before the Level One conference</del>hearing, the complainant may supplement the record with additional documents or include additional claims.</p>
Record	<p>A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the complainant, documents determined relevant by District personnel, and the decision.</p>
Remand	<p>A complaint or appeal form that is incomplete in any material aspect <del>may</del>shall be <del>dismissed but may be refiled with all the required information if the refiling is within the designated time for filing</del>re-filed, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint.</p> <p>If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.</p>

### Assignment of Hearing Officer

When a District employee is the subject of a complaint, the hearing shall be conducted by an administrator who is in a supervisory or higher organizational role. The District employee who is the subject of the complaint shall recuse themselves from reviewing the complaint at any level in the process.

### Level One

Complaint forms must be filed:

- ~~3. Within 15 days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and~~
- ~~4. With the lowest level administrator who has the authority to remedy the alleged problem.~~

~~If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.~~

~~If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.~~

~~The appropriate administrator shall investigate as necessary and schedule a conference with the individual within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.~~

~~Absent extenuating circumstances, the administrator shall provide the individual a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may collect information provided at the Level One conference and any other relevant documents or information the administrator~~ **Investigation**

The District may conduct an investigation at any level in the complaint process. If the District and the complainant mutually agree, all deadlines shall be suspended during an investigation.

At Level One, the appropriate hearing officer shall hold a hearing with the complainant within 10 calendar days after receipt of the written complaint. The hearing officer may set reasonable time limits for the hearing.

The hearing officer shall provide the complainant a decision within 20 calendar days following the hearing. In reaching a decision, the hearing officer may consider information provided with the complaint form and any other relevant documents or information the hearing officer believes will help resolve the complaint.

If the ~~individual~~ complainant did not receive the relief requested at Level One or if the time for a ~~response~~ decision has expired, ~~he or she~~ the complainant may request a ~~conference with the Superintendent or designee~~ hearing at Level Two to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~ 20 calendar days of the date of the ~~written~~ Level One ~~response~~ decision or, if no ~~response was received,~~ within ~~ten~~ decision has been communicated to the complainant, within 20 calendar days of the Level One ~~response~~ decision deadline.

After receiving notice of the appeal, the Level One ~~administrator~~ hearing officer shall prepare and forward a record of the Level One complaint to the Level Two ~~administrator~~. ~~The individual may request~~ hearing officer and provide a copy of the Level One record to the complainant.

The Level One record shall include:

1. The original complaint form and any attachments.
2. ~~All~~ Any other documents submitted by the ~~individual~~ complainant at Level One.
3. ~~The~~ If the complaint is against a District employee, the written response of the District employee, if any.
- ~~3.4.~~ The decision issued at Level One and any attachments.
- ~~4.5.~~ All other documents relied upon by the Level One ~~administrator~~ hearing officer in reaching the Level One decision.

The ~~Superintendent or designee shall schedule a conference~~ within ~~ten~~ hearing officer shall hold a hearing within 10 calendar days after the appeal notice is filed. The ~~conference shall be lim-~~

~~ited to the issues and documents considered at Level One. At the conference, the individual may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.~~ hearing officer may set reasonable time limits for the hearing.

The ~~Superintendent or designee~~ hearing officer shall provide the ~~individual a written response within ten~~ complainant a decision within 20 calendar days following the ~~conference.~~ The written response shall set forth the basis of the ~~decision.~~ hearing. In reaching a decision, the ~~Superintendent or designee~~ hearing officer may consider the Level One record, any additional information provided ~~at~~ prior to the Level Two ~~conference~~ hearing, and any other relevant documents or information the ~~Superintendent or designee~~ hearing officer believes will help resolve the complaint.

Recordings of the Level One and Level Two ~~conferences~~ hearings, if any, shall be maintained with the Level One and Level Two records.

### Level Three

If the ~~individual~~ complainant did not receive the relief requested at Level Two or if the time for a ~~response~~ decision has expired, he or she may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~ 20 calendar days of the date of the ~~written~~ Level Two ~~response~~ decision or, if no ~~response was received,~~ within ~~ten~~ decision has been communicated to the complainant, within 20 calendar days of the Level Two ~~response~~ decision deadline.

~~The Superintendent or designee shall inform the individual of the date, time, and place of the Board.~~ Unless the Board delegates a committee in accordance with law, the Board shall hear the appeal of the Level Two decision.

After receiving notice of the appeal, the Board or Board committee shall hold a meeting to discuss the complaint no later than 60 calendar days after the date on which the Level Two decision was made.

The Superintendent shall inform the complainant whether the Board or a Board committee will hear the appeal and of the date, time, and place of the meeting at which the complaint will be on the agenda for presentation to the Board or Board committee.

~~The Superintendent or designee shall provide the Board the record of the Level Two appeal. The individual~~ At least five business days before the Board or Board committee meeting, the Superintendent

shall provide the complainant a description of any information the Board intends to rely on that is not contained in the record created at the previous hearing levels, including any preliminary hearing.

The Superintendent shall provide the Board the record of the Level Two appeal. The complainant may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. ~~The written response~~ Any other documents submitted by the complainant at Level Two.
- ~~3-4.~~ The decision issued at Level Two and any attachments.
- ~~4-5.~~ All other documents relied upon by the administration in reaching the Level Two decision.

~~The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the individual notice of the nature of the evidence at least three days before the hearing.~~

~~The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]~~

The complainant may request that the complaint be heard in open or closed meeting. The District shall honor that request unless the Texas Open Meetings Act or other applicable law requires otherwise. [See BE]

At the meeting, the presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the individual complainant and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. ~~The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.~~ members.

In addition to any other record of the Board meeting required by law, the Board or Board committee shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the individual complainant or his or her the complainant's representative, any presentation from the administration, and questions from the Board members with re-

sponses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board or Board committee shall then consider the complaint. It ~~may give notice of its~~ shall make a decision ~~orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two~~ no later than 30 calendar days after the date of the Board or Board committee meeting at which the complaint was presented. The complainant shall be provided a decision in accordance with this policy and state law.

**Access to District Property**

Authorized District officials, including school resource officers and District police officers if applicable, may refuse to allow a person access to property under the District's control in accordance with law.

District officials may request assistance from law enforcement in an emergency or when a person is engaging in behavior rising to the level of criminal conduct.

**Ejection or Exclusion under Education Code 37.105**

In accordance with Education Code 37.105, a District official shall provide a person refused entry to or ejected from property under the District's control written information explaining the right to appeal such refusal of entry or ejection under the District's grievance process.

A person appealing under the District's grievance process shall be permitted to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See FNG and GF]

**Off-Campus Activities**

Employees shall be designated to ensure appropriate conduct of participants and others attending a school-related activity at non-District or out-of-District facilities. Those so designated shall coordinate their efforts with persons in charge of the facilities.

**Prohibitions**

Tobacco and E-Cigarettes

The District prohibits smoking and the use of tobacco products, e-cigarettes, or other electronic vaporizing devices on District property, in District vehicles, or at school-related activities.

Weapons

The District prohibits the unlawful use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on all District property at all times.

*Exceptions*

No violation of this policy occurs when:

1. ~~A Texas~~ An individual who holds a handgun license holder in accordance with state law stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not in plain view; or
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Consider MOU with Texas State Technical College Regarding Dual Credit CTE Courses	
<b>Requires Board Action:</b>	YES	
<b>Agenda Location:</b>	CONSENT	
<b>Template Attachments:</b>	Yes	
<b>If yes, then select what applies:</b>	PDF	
<b>Link to the presentation:</b>		
<b>Background Information</b>	<p><b>WHY:</b> MISD BSC Priority 1 Student Success 1.1a prioritizes student experiences in Career and Technical Education (CTE) coursework. Completion of these courses meets graduation requirements and encourages completion of CTE pathways.</p> <p><b>WHAT:</b> MISD and TSTC desire to renew a memorandum of understanding (MOU) regarding a high school partnership model allowing students the opportunity to complete Career and Technical Education (CTE) courses with multiple entrance and exit points, including preparation for industry-based certification exams. Midlothian ISD and Texas State Technical College will commit to the terms outlined in the MOU.</p>	
<b>Strategic Priority: (Primary)</b>	Priority 1: Student Success	
<b>Performance Objective: (Primary)</b>	1.1 Multiple Pathways for All Students to Belong	
<b>Strategic Priority: (Secondary - if needed)</b>		
<b>Performance Objective: (Secondary - if needed)</b>		
<b>Legal Reference: (1) / (2)</b>	Texas Education Agency	Texas Administrative Code
<b>Policy Reference: (1) / (2)</b>	EHDD-ALTERNATIVE METHODS FOR EARNING CREDIT - COLLEGE COURSE WORK/DUAL CREDIT	
<b>Fiscal Impact/Budget Function:</b>	N/A	N/A
<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	
<b>Motion:</b>	This is a consent agenda item. If the item is pulled for discussion a motion might be, "I make a motion to approve the MOU with Texas State Technical College regarding the high school partnership model as presented."	
<b>Presenter:</b>	Shelle Blaylock	Kris Vernon (D)
	District Leadership	Executive Director (ED)

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	TEA Waiver - Low Attendance Day	
<b>Agenda Location:</b>	CONSENT	
<b>Template Attachments:</b>	Yes	<a href="#">Attendance Summary Data</a>
<b>If yes, then select what applies:</b>	N/A	N/A
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> The TEA low attendance waiver allows districts or campuses to request a waiver to excuse any instructional days from ADA and FSP funding calculations that have attendance at least 10 percentage points below the last school year's overall average attendance, for the district or applicable campus due to inclement weather, health, or safety-related issues. (Student Attendance Accounting Handbook 3.8.1.4.)</p> <p><b>WHAT:</b></p> <ul style="list-style-type: none"> <li>* On January 23 the attendance at Frank Seale Middle School was 77.51% as opposed to the ADA of 94.81% in the 24-25 school year.</li> <li>* On January 20 and January 23 the attendance at Walnut Grove Middle School was 84.32% and 84.03% as opposed to the ADA of 96.07% in the 24-25 school year.</li> <li>* On January 23 the attendance at Irvin Elementary School was 80.72% as opposed to the ADA of 94.47% in the 24-25 school year.</li> <li>* On January 20, January 21, and January 23 the attendance at Longbranch Elementary School was 81.68%, 82.23% and 84.83% as opposed to the ADA of 96.10% in the 24-25 school year.</li> <li>* On January 23 the attendance at Vitovksy Elementary School was 81.07% as opposed to the ADA of 94.79% in the 24-25 school year.</li> </ul>	
	<p>These drops in attendance were the direct result of a peak in widespread student illness. Submitting this waiver would provide TEA the opportunity to excuse these instructional days from ADA and FSP calculations for impacted campuses.</p> <p>Supporting documentation of low attendance for the day (including the reason for the low attendance rate) and the prior year's attendance report (showing the average for the year) for the campus will be submitted alongside the waiver.</p> <p>Administration is requesting approval to submit a TEA waiver for this low attendance day.</p>	
<b>Strategic Priority: (Primary)</b>	Priority 4: District Operations and financial Stewardship	
<b>Performance Objective: (Primary)</b>	4.2 Effective and Efficient Cross-departmental Work Processes	

<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 1: Student Success	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	1.2 All Students Exhibit Yearly Growth in Core Areas	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>	SEE ABOVE	N/A
<b>Fiscal Impact/Budget Function Code:</b>	None	
<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	
<b>Motion:</b>	A motion may be, "I move to approve MISD administration to submit the TEA waiver as presented."	
<b>Presenter:</b>	Aaron Williams, Ed.D.	
	District Leadership	

2025-2026 - LOW ATTENDANCE WAIVER DATA											
Campus	24-25 SY	01/12/2026	01/13/2026	01/14/2026	01/15/2026	01/16/2026	01/20/2026	01/21/2026	01/22/2026	01/23/2026	01/30/2026
001 - Midlothian HS	95.06	94.52	95.78	95.03	94.47	93.97	95.62	94.32	94.27	89.34	92.42
003 - Midlothian Heritage HS	94.48	95.26	95.90	95.61	94.23	93.19	93.01	93.65	93.77	89.32	88.80
042 - Frank Seale MS	94.81	94.49	96.10	95.03	95.70	92.62	93.43	96.11	92.11	77.51	85.81
044 - Walnut Grove MS	96.07	95.72	96.49	96.11	94.64	91.14	84.32	87.73	87.44	84.03	91.82
045 - Dieterich MS	95.62	96.19	95.59	95.99	95.80	96.40	92.69	95.40	95.10	87.71	92.32
103 - JR Irvin ES	94.47	94.86	94.02	93.63	94.41	92.49	90.04	91.57	89.81	80.72	84.85
104 - TE Baxter ES	95.03	95.68	95.54	94.56	94.65	93.51	92.99	94.03	92.89	87.17	89.80
105 - Longbranch ES	96.10	95.29	94.74	94.05	93.03	90.36	81.68	82.23	96.12	84.83	92.48
106 - Mt Peak ES	95.58	97.04	97.03	97.82	96.83	96.44	93.86	95.54	94.26	91.88	90.20
107 - JA Vitovsky ES	94.79	95.48	95.25	94.74	95.19	93.86	92.51	90.37	89.85	81.07	84.84
108 - Miller ES	95.25	97.01	97.43	98.42	98.42	96.83	95.36	95.76	95.46	92.01	95.66
109 - McClatchey ES	95.61	97.95	97.78	98.04	98.40	95.64	94.77	96.54	95.48	92.29	89.10
110 - Coleman ES	95.50	94.32	95.23	95.31	94.63	93.42	94.10	94.63	94.93	89.89	91.10
000 - Midlothian ISD	95.20	95.44	95.85	95.55	95.17	93.66	92.05	92.90	92.55	86.96	90.16

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Consideration and Action on a Board Resolution Regarding Approval of Employee Pay during the District Closure Due to Winter Weather	
<b>Agenda Location:</b>	CONSENT	
<b>Template Attachments:</b>	Yes	<a href="#">Resolution</a>
<b>If yes, then select what applies:</b>	N/A	N/A
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> Due to the most recent winter weather storm, the decision was made to cancel all school activities and classes for January 26 through January 29, 2026.</p> <p><b>WHAT:</b> Without a resolution from the Board, Staff would be required to make up the days or be docked. The board has the authority to approve a resolution to pay employees and staff who would then, not be required to make-up the day; a district may pay employees even if it is not legally-obligated to do so with the appropriate steps. DEA (LOCAL) provides that a district may authorize such payment by resolution or other board action. Administration is recommending doing so by resolution.</p>	
<b>Strategic Priority: (Primary)</b>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective: (Primary)</b>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Strategic Priority: (Secondary - if needed)</b>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective: (Secondary - if needed)</b>	3.2 Strive to Be a Listening and Learning Organization Aligned with Stakeholder Engagement	
<b>Legal Reference: (1) / (2)</b>		
<b>Policy Reference: (1) / (2)</b>	N/A	N/A
<b>Fiscal Impact/Budget Function Code:</b>	No additional funds required. Pay is budgeted.	
<b>Administration Recommendation</b>	Administration recommends the approval of the resolution as presented.	
<b>Motion:</b>	A motion might be, "I moved that the Board approve the Resolution as presented."	
<b>Presenter:</b>	Aaron Williams, Ed.D.	
	District Leadership	

RESOLUTION  
MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

WHEREAS, the recent winter storm of 2026 resulted in the closure of certain schools and facilities in the Midlothian Independent School District (Midlothian ISD) on January 26 through January 29, 2026, for the safety of students and staff and the community as a whole; and

WHEREAS, Midlothian ISD was required and/or advised by local and state authorities, including the Ellis County Emergency Management Dept., to close certain schools and facilities; and

WHEREAS, Midlothian ISD closed these certain schools and facilities because it must act in the best interests of, and for the health and safety of, its students and staff and community; and

WHEREAS, through circumstances completely beyond their control, Midlothian ISD employees were forced to miss work days because the schools were closed; and

WHEREAS, there is a public purpose served and a benefit to Midlothian ISD to demonstrate support of its employees, enhance employee morale and support the retention of employees; and

WHEREAS, some Midlothian ISD employees' work schedules have been affected by these closures; and

WHEREAS, the Board believes that a public purpose exists for forgiving or excusing the absences of these employees due to this winter weather event; and

WHEREAS, this resolution is not meant to excuse the failure to report to duty on these days by any employees who were instructed by the administration to do so or who were required by contract or job description to report for duty, and who are emergency services personnel or whose presence is necessary to provide for the safety and well-being of the general public; and

WHEREAS, Midlothian ISD Board policy DEA (LOCAL) includes provisions for pay to employees who are prevented from working during an emergency closure, and further provides for premium pay, as defined in policy, to nonexempt employees who are required to work during such closure.

Now therefore, be it resolved by the Board that:

1. All the above-referenced paragraphs are incorporated into and made a part of this resolution; and
2. The Board determines that none of the days missed due to school closure during this winter weather event will be made up by Midlothian ISD employees through either instruction of students or performance of other duties; and
3. Employees of the District who are prevented from working due to the school closure during the winter weather event shall be paid in accordance with each employee's normal pay rate for the employee's regular duty schedule which falls within the period of school closure; and
4. The Board finds that payments for such days are necessary in the conduct of the public schools as provided by Texas Education Code §45.105 (c); and

5. The Board finds that a public purpose and a benefit to the Midlothian ISD exists to excuse and/or forgive the absences by District employees due to school closure during the recent winter weather event; and
6. The Board hereby authorizes the Superintendent of Schools to excuse the days of absence of District employees for school closure necessitated by the winter weather storm, and to pay each employees' normal pay rate for the employee's regular duty schedule for these days; and
7. The Board further confirms that nonexempt employees who are required to work during the emergency closure shall receive premium pay in accordance with Board Policy DEA (LOCAL).

Approved this 17<sup>st</sup> day of February, 2026.

By: \_\_\_\_\_ Ryan Timm, Board President

Attest: \_\_\_\_\_ Jessica Ward, Board Secretary

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	TEA Waiver - Missed School Days Waiver	
<b>Agenda Location:</b>	CONSENT	
<b>Template Attachments:</b>	No	
<b>If yes, then select what applies:</b>	N/A	N/A
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> The Missed School Days Waiver, pursuant to TEC 25.081, allows the district or campus to request a waiver if instructional days are missed due to weather, health, safety, or other issues. Information relevant to the Missed School Day Waiver may be found in the Student Attendance Accounting Handbook 3.8.1.3. A district may request this waiver for additional school days missed because of weather, safety, or health issues <u>beyond the two days that must be made up with the district's two designated makeup days or additional minutes built into the originally adopted calendar.</u></p> <p><b>WHAT:</b> The District was closed on January 26-29, 2026 as a result of a winter storm that resulted in ice accumulation impacting travel conditions and safety throughout the Midlothian ISD attendance zone.</p> <p>Supporting documentation for the missed school days will be submitted alongside the waiver. Administration is requesting approval to submit a TEA waiver for the 3rd and 4th missed school days.</p>	
<b>Strategic Priority: (Primary)</b>	Priority 4: District Operations and financial Stewardship	
<b>Performance Objective: (Primary)</b>	4.2 Effective and Efficient Cross-departmental Work Processes	
<b>Strategic Priority: (Secondary - if needed)</b>	Priority 1: Student Success	
<b>Performance Objective: (Secondary - if needed)</b>	1.2 All Students Exhibit Yearly Growth in Core Areas	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>	SEE ABOVE	N/A
<b>Fiscal Impact/Budget Function Code:</b>	None	
<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	
<b>Motion:</b>	A motion may be, "I move to approve MISD administration to submit the TEA waiver as presented.."	
<b>Presenter:</b>	Aaron Williams, Ed.D.	
	District Leadership	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Consider Recommendation for Hire - Director of Athletics	
<b>Agenda Location:</b>	ACTION	
<b>Template Attachments:</b>	No	N/A
<b>If yes, then select what applies:</b>	N/A	N/A
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> 2.2c Establish systems of support and development opportunities for all staff aligned to their estimated potential</p> <p><b>WHAT:</b> 2.3.a Develop and implement a comprehensive organizational plan designed to appropriately align people and resources to accomplish the mission, goals, and objectives of MISD</p> <p>More than 30 applicants were initially screened for the position of Director of Athletics. After a screening round that consisted of a review of application documents and a qualification check, six highly-qualified candidates were selected to be interviewed in the second, in-person round.</p> <p>In this round, each prepared a district athletic program analysis, presented that research, and answered a set of interview questions with a team of nine district and campus leaders including administrators and representatives of the athletics department.</p> <p>The leading candidate from the second round advanced to a final interview with Executive Cabinet. That highly-qualified candidate is being recommended for Director of Athletics.</p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 2: Capacity Building and Effective Leadership	
<b>Performance Objective:</b> <i>(Primary)</i>	2.3 Development of a High-performing Organizational System	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 1: Student Success	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	1.1 Multiple Pathways for All Students to Belong	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	

<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	
<b>Motion:</b>	A motion might be, "I move to approve ( <i>insert name</i> ) as the Director of Athletics."	
<b>Presenter:</b>	Aaron Williams, Ed.D.	
	District Leadership	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Designation of Independent Auditor for Fiscal Year 2025-26	
<b>Agenda Location:</b>	DISCUSSION/ACTION: BUSINESS AND FINANCE	
<b>Template Attachments:</b>	Yes	PDF
<b>If yes, then select what applies:</b>	PDF	PDF
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> The District is required by law to undergo an annual audit of its financial transactions using an independent Certified Public Accounting firm.</p> <p><b>WHAT:</b> In accordance with best practices for fiscal oversight, the Business Office issued a Request for Qualifications (RFQ) this year to evaluate the qualifications of audit firms.</p> <p>The District received five responses, which were reviewed by a cross-departmental committee representing Finance, Human Resources, Payroll, and Curriculum. Firms were evaluated based on their technical expertise including experience with Texas school districts, qualifications of staff to be assigned to our audit, and understanding of the work including capacity to meet our deadlines.</p> <p>WhitleyPenn received the highest score from the evaluation committee.</p> <p>Reference checks with peer districts confirmed a consistent track record of high-quality service and thorough reporting.</p> <p>WhitleyPenn was determined to be the most competent and qualified firm to perform the FY 2025-26 audit.</p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 4: District Operations and financial Stewardship	
<b>Performance Objective:</b> <i>(Primary)</i>	4.3 Commitment to Financial Stewardship	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	N/A	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	N/A	
<b>Legal Reference: (1) / (2)</b>	Texas Education Agency	N/A
<b>Policy Reference: (1) / (2)</b>	CFC-ACCOUNTING - AUDITS	
<b>Fiscal Impact/Budget Function Code:</b>	Budgeted General Funds	
<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	

<b>Motion:</b>	A motion might be, "I move that WhitleyPenn be approved as the firm to complete the audit for fiscal year 2025-26 for Midlothian ISD."	
<b>Presenter:</b>	Dr. Rebecca Metzger	
	District Leadership	



Midlothian ISD  
BOARDBOOK TEMPLATE

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Discuss and Consider Resolution on SB11 from the 89th Legislative Session	
<b>Requires Board Action:</b>	YES	
<b>Agenda Location:</b>	DISCUSSION/ACTION	
<b>Template Attachments:</b>	Yes	PDF
<b>If yes, then select what applies:</b>	PDF	
<b>Link to the presentation:</b>		
	<p><b>WHY:</b> SB11 from the 89th Legislative Session requires a Board to vote by March 1st for or against a resolution to create a local policy designating a room and time to read the Bible (or alternate religious material) each day at school.</p> <p><b>WHAT:</b> Currently, MISD has LEGAL and LOCAL policy, FNA, which addresses Student Rights and Responsibilities: Student Expression. Specifically, under Student Expression of Religious Viewpoints policy states: "The District shall treat a student's voluntary expression of a religious viewpoint, if any, on an otherwise permissible subject in the same manner the District treats a student's voluntary expression of a secular or other viewpoint on an otherwise permissible subject and may not discriminate against the student based on a religious viewpoint expressed by the student on an otherwise permissible subject."</p> <p>Should the Board decide to create a local policy, the policy will require the district to create a separate space, time, and staff member to oversee the designated time for reading or praying - possibly multiple spaces based upon varying religions.</p> <p>Current policy FNA (LOCAL) affords students Freedom to read, pray, etc. any time during the day as long as it does not disrupt instruction.</p> <p>In order to comply with the requirement of SB11, the Board must vote to either approve the resolution to create a local policy or not approve the resolution and continue utilizing local policy FNA to allow voluntary Student Expression of Religious Viewpoints as outlined in current policy.</p>	

<b>Background Information</b>	<b>NOTE:</b> The rejection of the resolution only rejects what the resolution is attempting to accomplish – creating a local policy mandating prayer/reading time at each campus.	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 1: Student Success	
<b>Performance Objective:</b> <i>(Primary)</i>	1.1 Multiple Pathways for All Students to Belong	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference:</b> (1) / (2)		
<b>Policy Reference:</b> (1) / (2)		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>		
<b>Motion:</b>	<p>Two motion options are being provided pending the outcome of Board discussion:</p> <p><b>To approve</b> the resolution and advise staff to create a new local policy, the motion might be, "I move to approve the resolution as presented."</p> <p><b>To reject</b> the resolution and continue with current practice, the motion might be, "I move to disapprove/reject the resolution as presented."</p>	
<b>Presenter:</b>	David Belding, Ed.D.	
	Superintendent	

**Bill Title:** Relating to a period of prayer and reading of the Bible or other religious text in public schools.

**Spectrum:** Broadly Bipartisan Bill

**Status:** (Passed) 2025-06-20 - Effective on 9/1/25 [SB11 Detail]

**Download:** Texas-2025-SB11-Enrolled.html

---

S.B. No. 11

AN ACT

relating to a period of prayer and reading of the Bible or other religious text in public schools.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Subchapter C, Chapter 25, Education Code, is amended by adding Section 25.0823 to read as follows:

Sec. 25.0823. PERIOD OF PRAYER AND READING OF BIBLE OR OTHER RELIGIOUS TEXT. (a) The board of trustees of a school district or the governing body of an open-enrollment charter school that is not operated by or affiliated with a religious organization may by record vote on a resolution described by Subsection (a-1) adopt a policy requiring every campus of the district or school to provide students and employees with an opportunity to participate in a period of prayer and reading of the Bible or other religious text on each school day in accordance with this section.

(a-1) A resolution to adopt a policy under Subsection (a) must read as follows:

"The (insert name of school district or open-enrollment charter school) shall adopt a policy requiring every campus of (insert name of district or school) to provide a period of prayer and reading of the Bible or other religious text as provided by Section 25.0823, Education Code."

(b) A policy adopted under Subsection (a) must:

(1) prohibit a student or employee of the school district or open-enrollment charter school from being permitted to participate in the period of prayer and reading of the Bible or other religious text unless the employee or parent or guardian of the student submits to the district or school a signed consent form

that includes:

(A) an acknowledgment that the student or employee has a choice as to whether to participate in the period of prayer and reading of the Bible or other religious text;

(B) a statement that the person has no objection to the student's or employee's participation in or hearing of the prayers or readings offered during the period; and

(C) an express waiver of the person's right to bring a claim under state or federal law arising out of the adoption of a policy under this section, including a claim under the Establishment Clause of the First Amendment to the United States Constitution or a related state or federal law, releasing the district or school and district or school employees from liability for those claims brought in state or federal court;

(2) prohibit the provision of a prayer or reading of the Bible or other religious text over a public address system; and

(3) specify that a period of prayer or reading of the Bible or other religious text may not be a substitute for instructional time.

(c) An employee or parent or guardian of a student may revoke the person's consent provided under Subsection (b)(1) by informing the appropriate school administrator, as determined by the school district or open-enrollment charter school. An employee or student for whom consent has been revoked under this subsection:

(1) may not participate in the period of prayer and reading of the Bible or other religious text until the employee or parent or guardian of the student submits to the district or school a new consent form under Subsection (b)(1); and

(2) remains bound by the waiver described by Subsection (b)(1)(C).

(d) A policy adopted under Subsection (a):

(1) must include provisions ensuring a prayer or reading of the Bible or other religious text is not provided in the physical presence of, within the hearing of, or in another manner which would constitute an injury in fact within the meaning of the United States or Texas Constitution on a person for whom a signed consent form has not been submitted under Subsection (b)(1) or has been revoked under Subsection (c); and

(2) in order to comply with this subsection, may require that the period of prayer and reading of the Bible or other religious text be provided:

(A) before normal school hours;

(B) only in classrooms or other areas in which a consent form under Subsection (b)(1) has been submitted for every employee and student, which may include an entire school district or open-enrollment charter school campus if a consent form has been submitted for each employee and student at the campus; or

(C) by any other method recommended by the attorney general or legal counsel for the district or school.

(e) The attorney general, on request from the board of trustees of a school district or the governing body of an open-enrollment charter school, shall:

(1) provide advice on best methods for a district or school to comply with the requirements of this section;

(2) provide a model consent form that may be used for purposes of providing consent under Subsection (b)(1); and

(3) defend the district or school in a cause of action arising out of the adoption of a policy under Subsection (a).

(f) If the attorney general defends a school district or open-enrollment charter school under Subsection (e)(3), the state is liable for the expenses, costs, judgments, or settlements of the claims arising out of the representation. The attorney general may settle or compromise any and all claims under this subsection. The state may not be liable for any expenses, costs, judgments, or settlements of any claims arising out of the adoption of a policy under Subsection (a) against a district or school not being represented by the attorney general.

(g) Regardless of whether the board of trustees of a school district or the governing body of an open-enrollment charter school adopts a policy under Subsection (a), this section does not prohibit a student or employee of the district or school from participating in prayer or reading the Bible or other religious text during a period of the school day that is not designated as a period of prayer and reading of the Bible or other religious text.

SECTION 2. Section 25.901, Education Code, is amended to read as follows:

Sec. 25.901. EXERCISE OF CONSTITUTIONAL RIGHT TO PRAY. A public school student has an absolute right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt the instructional or other activities of the school. A person may not require~~[, encourage,]~~ or coerce a student to engage in or refrain from such prayer or meditation during any school activity.

SECTION 3. Not later than six months after the effective

date of this Act, each board of trustees of a school district and each governing body of an open-enrollment charter school shall take a record vote on whether to adopt a resolution described by Section 25.0823(a-1), Education Code, as added by this Act.

SECTION 4. This Act applies beginning with the 2025-2026 school year.

SECTION 5. This Act takes effect immediately if it receives a vote of two-thirds of all the members elected to each house, as provided by Section 39, Article III, Texas Constitution. If this Act does not receive the vote necessary for immediate effect, this Act takes effect September 1, 2025.

---

President of the Senate

---

Speaker of the House

I hereby certify that S.B. No. 11 passed the Senate on March 18, 2025, by the following vote: Yeas 23, Nays 7.

---

Secretary of the Senate

I hereby certify that S.B. No. 11 passed the House on May 23, 2025, by the following vote: Yeas 88, Nays 48, two present not voting.

---

Chief Clerk of the House

Approved:

---

Date

---

**RESOLUTION OF THE  
MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES**

**WHEREAS**, Senate Bill 11, passed by the 89<sup>th</sup> Texas Legislature, requires each school board to take a record vote by March 1, 2026, on whether to adopt a policy requiring each campus to provide students and employees with an opportunity to participate in a period of prayer and reading of the Bible or other religious text on each school day; and

**WHEREAS**, Midlothian ISD affirms and upholds the First Amendment free exercise of religion rights of students and employees, including participation in religious clubs or groups; and

**WHEREAS**, Section 25.0823(a-1) of the Texas Education Code prescribes a model resolution that must be adopted by record vote before the District may implement such a policy; and

**WHEREAS**, students and employees of Midlothian ISD have the right and ability to participate in prayer or reading of the Bible or other religious text during the school day, including during free time and before and after school; and

**WHEREAS**, the Board of Trustees is required to hold a vote on the approval of this resolution to comply with Senate Bill 11; and

**WHEREAS**, if this resolution is approved by a majority vote, a policy shall be adopted requiring every campus of Midlothian ISD to provide the prayer and reading time described above; and

**WHEREAS**, if this resolution is not approved by a majority vote, no such policy will be adopted and campuses will not be required to offer a period of prayer and reading as described above; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:**

**The Midlothian Independent School District shall adopt a policy requiring every campus of Midlothian ISD to provide a period of prayer and reading of the Bible or other religious text as provided by Section 25.0823, Education Code.**

**CERTIFICATE FOR RESOLUTION**

I hereby certify that the foregoing resolution was presented to the Board of Trustees of the Midlothian Independent School District during a lawfully called meeting on February 17, 2026. A quorum of the Board being then present, a motion was **made to accept the resolution** and seconded, and the following vote occurred, resulting in the adoption of this resolution:

Ayes: \_\_\_\_\_  
Noes: \_\_\_\_\_

Abstentions \_\_\_\_\_

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary

**RESOLUTION OF THE  
MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES**

**WHEREAS**, Senate Bill 11, passed by the 89<sup>th</sup> Texas Legislature, requires each school board to take a record vote by March 1, 2026, on whether to adopt a policy requiring each campus to provide students and employees with an opportunity to participate in a period of prayer and reading of the Bible or other religious text on each school day; and

**WHEREAS**, Midlothian ISD affirms and upholds the First Amendment free exercise of religion rights of students and employees, including participation in religious clubs or groups; and

**WHEREAS**, Section 25.0823(a-1) of the Texas Education Code prescribes a model resolution that must be adopted by record vote before the District may implement such a policy; and

**WHEREAS**, students and employees of Midlothian ISD have the right and ability to participate in prayer or reading of the Bible or other religious text during the school day, including during free time and before and after school; and

**WHEREAS**, the Board of Trustees is required to hold a vote on the approval of this resolution to comply with Senate Bill 11; and

**WHEREAS**, if this resolution is approved by a majority vote, a policy shall be adopted requiring every campus of Midlothian ISD to provide the prayer and reading time described above; and

**WHEREAS**, if this resolution is not approved by a majority vote, no such policy will be adopted and campuses will not be required to offer a period of prayer and reading as described above; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:**

**The Midlothian Independent School District shall adopt a policy requiring every campus of Midlothian ISD to provide a period of prayer and reading of the Bible or other religious text as provided by Section 25.0823, Education Code.**

**CERTIFICATE FOR RESOLUTION**

I hereby certify that the foregoing resolution was presented to the Board of Trustees of the Midlothian Independent School District during a lawfully called meeting on February 17, 2026. A quorum of the Board being then present, a motion was **made to reject the resolution and** seconded, and the following vote occurred, resulting in the rejection of this resolution:

Ayes: \_\_\_\_\_  
Noes: \_\_\_\_\_

Abstentions \_\_\_\_\_

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Board Secretary



## SB11 RESOLUTION

---

# **Discuss and Consider Resolution for SB11**

## ***from 89th Legislature***

### **Background:**

- SB 11 was passed during the 89th Legislative Session.
- SB 11 outlines that each Board of Trustees in Texas must take a record vote on a resolution whether to adopt a policy requiring each campus to provide students and employees with an opportunity to participate in a period of prayer and reading of the Bible or other religious text each school day.
- Each Board of Trustees in Texas must hold a record vote by March 1, 2026 regarding the resolution.



# CURRENT PRACTICE

- **Current policies:** FNA (LEGAL), FNA (LOCAL), and FNAB (LEGAL) all protect student rights to pray.
- **FNA (LEGAL):** “A public school student has an absolute right to individually, voluntarily, and silently pray or meditate in school in a manner that does not disrupt the instructional or other activities of the school. A student shall not be required, encouraged, or coerced to engage in or refrain from such prayer or meditation during any school activity. Education Code 25.901”
- **FNA (LOCAL):** “*Students may organize prayer groups, religious clubs, “see you at the pole” gatherings, and other religious gatherings before, during, and after school to the same extent that students are*  
<sup>133</sup>*permitted to organize other non-curricular student activities and groups. . . . .”*

# CURRENT PRACTICE

- **MISD Student Handbook p. 77:** “Prayer (All Grade Levels): Each student has a right to pray individually, voluntarily, and silently or to meditate in school in a manner that does not disrupt school activities. The school will not encourage, require, or coerce a student to engage in or refrain from such prayer or meditation during any school activity.”
- **Religious Student Led Clubs:** Each secondary campus has at least one club (one campus has five) that meets on campus before school, after school, or during lunch.



# IF APPROVED...

If the Resolution is approved, MISD would:

- Establish a specific room(s) and time at each campus each day to allow students and employees to pray or read religious text.
- Parents would have to provide consent for their student to participate in the daily prayer period in writing that notes the student is willingly choosing to do so, has no objection to participate, and waives the Establishment Clause and other federal and state law claims.
- Employees would be required to furnish the same consent and waiver to participate.



# IF **NOT** APPROVED...

- MISD would continue with our current practice.





**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026
<b>Agenda Item:</b>	Discuss and Consider 26-27 School Calendar
<b>Agenda Location:</b>	DISCUSSION/ACTION: ADMINISTRATION & HUMAN RESOURCES
<b>Template Attachments:</b>	Yes <span style="float: right;">MISD 26-27 Calendar</span>
<b>If yes, then select what applies:</b>	N/A <span style="float: right;">N/A</span>
<b>Link to the presentation:</b>	<a href="#">2026-2027 MISD Academic Calendar: Board Presentation</a>
<b>Background Information</b>	<p><b>WHY:</b> The Board of Trustees adopts the instructional calendar annually as part of it's larger responsibility of adopting and maintaining a budget.</p> <p><b>WHAT:</b> Administration will provide a recommendation to consider for the 26-27 School Calendar.</p> <p><b>Data:</b> Multiple stakeholder groups provided feedback in a community survey in which 81% of respondents gave the current 25-26 calendar a rating of 7-10. The Calendar Committee met three times and was composed of 77 members (teachers, staff, campus and district leaders and parents). The Committee considered many factors including state and local requirements and norms, other local public school and college calendars, and the favorability ratings of the 25-26 calendar in creating calendar drafts.</p> <p>Three final calendar drafts were created as a result of the Calendar Committee's work and were presented to parents and staff to rank according to their preference. <b>The calendar recommended by administration tonight for consideration is DRAFT A</b> of the three reviewed by the community. It was the number one ranked calendar by both parents and staff and was <b>identified by 70% of respondents as their first choice.</b></p>
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 2: Capacity Building and Effective Leadership
<b>Performance Objective:</b> <i>(Primary)</i>	2.3 Development of a High-performing Organizational System
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 3: Culture, Climate and Safety
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	3.2 Strive to Be a Listening and Learning Organization Aligned with Stakeholder Engagement
<b>Legal Reference: (1) / (2)</b>	

<b>Policy Reference: (1) / (2)</b>	N/A	N/A
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	
<b>Motion:</b>	Possible motion would be: "I make a motion to approve the 2026-2027 instructional calendar as presented."	
<b>Presenter:</b>	Krista Tipton (ED)	
	Exec. Dir. of Administration and Student Services	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Campus Spotlight: Irvin Elementary	
<b>Requires Board Action:</b>	NO	
<b>Agenda Location:</b>	INFORMATION ONLY	
<b>Template Attachments:</b>	Yes	
<b>If yes, then select what applies:</b>	Presentation	
<b>Link to the presentation:</b>	Yes. Presentation follows..	Link
<b>Background Information</b>	<p><b>WHY:</b> Midlothian ISD Balanced Scorecard focuses on robust learning experience for every student. Both district and campus goals make student success a priority while pairing learning with engaging experiences.</p> <p><b>WHAT:</b> Jennifer Leonard, principal of Irvin Elementary, along with campus leaders and key staff will share about the student experience, campus events and highlights. Mr. Leiva will provide information related to the 25-26 campus goals and actions steps being taken to help their students meet their goals.</p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 1: Student Success	
<b>Performance Objective:</b> <i>(Primary)</i>	1.2 All Students Exhibit Yearly Growth in Core Areas	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference: (1) / (2)</b>		
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	N/A	
<b>Presenter:</b>	Shelle Blaylock	Jennifer Leonard
	Chief Academic Officer	Principal, Irvin Elementary

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Campus Spotlight: Midlothian High School	
<b>Requires Board Action:</b>	NO	
<b>Agenda Location:</b>	INFORMATION ONLY	
<b>Template Attachments:</b>	Yes	
<b>If yes, then select what applies:</b>	Presentation	
<b>Link to the presentation:</b>	Yes. Presentation follows..	
<b>Background Information</b>	<p><b>WHY:</b> Midlothian ISD Balanced Scorecard focuses on robust learning experience for every student. Both district and campus goals make student success a priority while pairing learning with engaging experiences.</p> <p><b>WHAT:</b> Amanda Rodgers, principal of Midlothian High School, along with campus leaders and key staff will share about the student experience, campus events and highlights. Dr. <b>Rodgers</b> will provide information related to the 25-26 campus goals and actions steps being taken to help their students meet their goals.</p>	
<b>Strategic Priority: (Primary)</b>	Priority 1: Student Success	
<b>Performance Objective: (Primary)</b>	1.2 All Students Exhibit Yearly Growth in Core Areas	
<b>Strategic Priority: (Secondary - if needed)</b>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective: (Secondary - if needed)</b>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference: (1) / (2)</b>		
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	N/A	
<b>Presenter:</b>	Shelle Blaylock	Amanda Rodgers, Ed.D.
	Chief Academic Officer	Principal, Midlothian High School

**Midlothian ISD  
BOARDBOOK TEMPLATE**

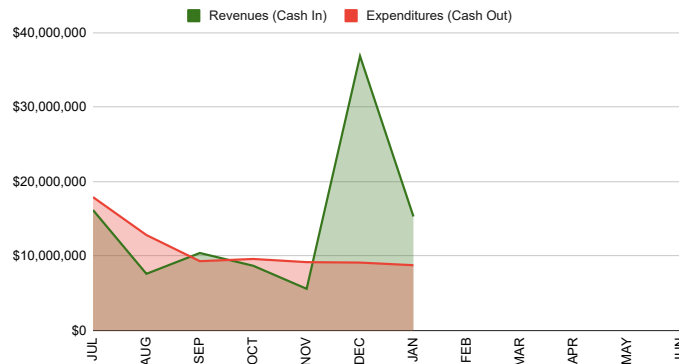
<b>Board Meeting Date:</b>	February 17, 2026	
<b>Agenda Item:</b>	Financial Reports	
<b>Agenda Location:</b>	INFORMATION ONLY	
<b>Template Attachments:</b>	Yes	PDF
<b>If yes, then select what applies:</b>	PDF	PDF
<b>Link to the presentation:</b>	Yes	
<b>Background Information</b>	<p>The cash flow report illustrates a cash basis financial report that will help with monitoring cash balances and ensuring that we have sufficient resources to meet obligations.</p> <p>The fund financial reports illustrate where we are with our financial statements at this point in the year. These provide a year to date comparison with the previous year through the same month as well as where we are in comparison to our annual budget. We have also provided a few visualizations of the same data.</p>	
<b>Strategic Priority: (Primary)</b>	Priority 4: District Operations and financial Stewardship	
<b>Performance Objective: (Primary)</b>	4.3 Commitment to Financial Stewardship	
<b>Strategic Priority: (Secondary - if needed)</b>	N/A	
<b>Performance Objective: (Secondary - if needed)</b>	N/A	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>	CE-ANNUAL OPERATING BUDGET	
<b>Fiscal Impact/Budget Function Code:</b>	None	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	No motion needed.	
<b>Presenter:</b>	Dr. Rebecca Metzger	
	District Leadership	

## Operating Funds Cash Flow

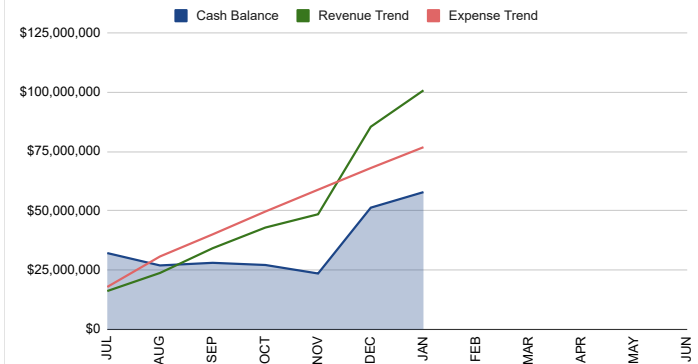
**2025-2026**

	July	August	September	October	November	December	January	February	March	April	May	June	Total
<b>Beginning Cash Balance</b>	\$33,934,883	\$32,199,613	\$26,988,396	\$28,087,955	\$27,174,690	\$23,592,147	\$51,339,580						\$33,934,883
<b>Revenue</b>													
Local	\$3,094,517	\$167,319	\$306,137	\$360,407	\$789,361	\$35,921,343	\$14,648,808						\$55,287,891
State	\$13,098,311	\$7,429,989	\$10,101,997	\$8,345,484	\$4,788,328	\$952,789	\$671,275						\$45,388,173
Federal	\$0	\$28,976	\$14,803	\$1,409	\$34,296	\$7,625	\$10,384						\$97,493
Other Sources	\$0	\$0	\$0	\$0	\$0	\$0	\$0						\$0
<b>Total Revenue</b>	<b>\$16,192,828</b>	<b>\$7,626,284</b>	<b>\$10,422,937</b>	<b>\$8,707,299</b>	<b>\$5,611,985</b>	<b>\$36,881,757</b>	<b>\$15,330,467</b>						<b>\$100,773,557</b>
<b>Expenditures</b>													
Payroll Costs	\$7,337,379	\$9,014,956	\$7,866,750	\$8,301,939	\$8,081,860	\$8,011,006	\$7,947,191						\$56,561,083
Professional & Contracted Service	\$1,019,192	\$803,542	\$656,331	\$805,515	\$928,804	\$704,462	\$680,363						\$5,598,210
Supplies & Materials	\$90,121	\$718,853	\$770,096	\$389,311	\$124,002	\$215,401	\$124,330						\$2,432,115
Other Operating	\$9,481,405	\$2,300,150	\$30,200	\$118,659	\$59,862	\$203,454	\$29,887						\$12,223,616
Debt Service	\$0	\$0	\$0	\$0	\$0	\$0	\$0						\$0
Capital Outlay	\$0	\$0	\$0	\$5,140	\$0	\$0	\$0						\$5,140
Other Uses	\$0	\$0	\$0	\$0	\$0	\$0	\$0						\$0
<b>Total Expenditures</b>	<b>\$17,928,097</b>	<b>\$12,837,502</b>	<b>\$9,323,378</b>	<b>\$9,620,564</b>	<b>\$9,194,528</b>	<b>\$9,134,324</b>	<b>\$8,781,771</b>						<b>\$76,820,164</b>
<b>Cash Flow Summary</b>													
Revenues (Cash In)	\$16,192,828	\$7,626,284	\$10,422,937	\$8,707,299	\$5,611,985	\$36,881,757	\$15,330,467						\$100,773,557
Expenditures (Cash Out)	\$17,928,097	\$12,837,502	\$9,323,378	\$9,620,564	\$9,194,528	\$9,134,324	\$8,781,771						\$76,820,164
Adjustments	\$0	\$0	\$0	\$0	\$0	\$0	\$0						\$0
<b>Net Cash Flow</b>	<b>-\$1,735,269</b>	<b>-\$5,211,218</b>	<b>\$1,099,559</b>	<b>-\$913,265</b>	<b>-\$3,582,543</b>	<b>\$27,747,433</b>	<b>\$6,548,696</b>						<b>\$23,953,393</b>
<b>Ending Cash Balance</b>	<b>\$32,199,613</b>	<b>\$26,988,396</b>	<b>\$28,087,955</b>	<b>\$27,174,690</b>	<b>\$23,592,147</b>	<b>\$51,339,580</b>	<b>\$57,888,276</b>						<b>\$57,888,276</b>

Revenues (Cash In) vs. Expenditures (Cash Out)



Revenue, Expense, and Cash Balance Trends



**MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT**  
**Debt Service Fund Financial Report**  
**Unaudited and Without Year End Adjustments**  
**January 2026**

	Year-to-Date Comparison			Current Year Budget Comparison			
	2024-2025 January	2025-2026 January	Difference	Original Budget	Amended Budget	Budget Variance	Actual to Budget
<b>REVENUES</b>							
Local and Intermediate Sources	34,093,856	32,138,670	(1,955,186)	45,396,200	45,396,200	(13,257,530)	70.8%
State Program	4,510,195	3,086,613	(1,423,582)	3,213,355	3,213,355	(126,742)	96.1%
Other Sources - Bond Issues	-	-	-	-	-	-	#DIV/0!
<b>Total Revenues</b>	<b>38,604,051</b>	<b>35,225,283</b>	<b>(3,378,768)</b>	<b>48,609,555</b>	<b>48,609,555</b>	<b>(13,384,272)</b>	<b>72.5%</b>
<b>EXPENDITURES</b>							
71 - Debt Service - Principal	-	-	-	31,630,000	31,630,000	(31,630,000)	0.0%
71 - Debt Service - Interest	7,146,567	6,823,252	(323,315)	13,557,005	13,557,005	(6,733,753)	50.3%
71 - Debt Service - Issue Costs & Fees	10,617	11,125	508	25,000	25,000	(13,875)	44.5%
Other Uses - Refunding Bond Issue	-	-	-	-	-	-	#DIV/0!
<b>Total Expenditures</b>	<b>7,157,184</b>	<b>6,834,377</b>	<b>(322,807)</b>	<b>45,212,005</b>	<b>45,212,005</b>	<b>(38,377,628)</b>	<b>15.1%</b>
Excess/(Deficiency) of Revenues Over Expenditures	31,446,867	28,390,906	(3,055,961)	3,397,550	3,397,550	24,993,356	
Fund Balance at 6/30/2025 - <b>AUDITED</b>				<u>18,303,527</u>			
Fund Balance at 1/31/2026 - <b>UNAUDITED</b>				<u>46,694,433</u>			

**MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT**  
**Food Service Fund Financial Report**  
**Unaudited and Without Year End Adjustments**  
**January 2026**

	Year-to-Date Comparison			Current Year Budget Comparison			
	2024-2025 January	2025-2026 January	Difference	Original Budget	Amended Budget	Budget Variance	Actual to Budget
<b>REVENUES</b>							
Local and Intermediate Sources	1,733,726	1,937,335	203,609	2,970,000	2,970,000	(1,032,665)	65.2%
State Program	-	-	-	24,350	24,350	(24,350)	0.0%
Federal Program	1,141,691	1,328,322	186,631	2,323,950	2,323,950	(995,628)	57.2%
<b>Total Revenues</b>	<b>2,875,417</b>	<b>3,265,657</b>	<b>390,240</b>	<b>5,318,300</b>	<b>5,318,300</b>	<b>(2,052,643)</b>	<b>61.4%</b>
<b>EXPENDITURES</b>							
35 - Food Service	2,465,767	2,661,620	195,853	4,990,677	4,990,677	(2,329,057)	53.3%
51 - Plant Maintenance & Operations	21,157	24,953	3,796	130,648	130,648	(105,695)	19.1%
<b>Total Expenditures</b>	<b>2,486,924</b>	<b>2,686,573</b>	<b>199,649</b>	<b>5,121,325</b>	<b>5,121,325</b>	<b>(2,434,752)</b>	<b>52.5%</b>
<b>OTHER SOURCES &amp; USES</b>							
Other Sources	-	-	-	-	-	-	#DIV/0!
Other Uses	-	-	-	-	-	-	#DIV/0!
<b>Total Other Sources &amp; Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
Excess/(Deficiency) of Revenues							
Over Expenditures	388,493	579,084	190,591	196,975	196,975	382,109	
Fund Balance at 6/30/2025 - <b>AUDITED</b>		<u>2,206,735</u>					
Fund Balance at 1/31/2026 - <b>UNAUDITED</b>		<u><u>2,785,819</u></u>					

**MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT**  
**General Fund Financial Report**  
**Unaudited and Without Year End Adjustments**  
**January 2026**

	Year-to-Date Comparison			Current Year Budget Comparison			
	2024-2025	2025-2026	Difference	Original	Amended	Budget	Actual to
	January	January		Budget	Budget	Variance	
<b>REVENUES</b>							
Local and Intermediate Sources	56,225,828	52,502,084	(3,723,744)	74,396,932	74,670,677	(22,168,593)	70.3%
State Program	23,595,101	25,884,617	2,289,516	51,650,308	58,169,085	(32,284,468)	44.5%
Federal Program	209,365	89,825	(119,540)	304,000	304,000	(214,175)	29.5%
<b>Total Revenues</b>	<b>80,030,294</b>	<b>78,476,526</b>	<b>(1,553,768)</b>	<b>126,351,240</b>	<b>133,143,762</b>	<b>(54,667,236)</b>	<b>58.9%</b>
<b>EXPENDITURES</b>							
11 - Instruction	27,710,158	28,800,353	1,090,195	65,687,127	69,605,361	(40,805,008)	41.4%
12 - Instr Resources & Media Svcs	507,997	506,958	(1,039)	1,200,756	1,247,086	(740,128)	40.7%
13 - Curr & Inst Staff Development	763,019	805,397	42,378	1,428,261	1,471,824	(666,427)	54.7%
21 - Instructional Leadership	779,132	804,113	24,981	1,379,575	1,418,293	(614,180)	56.7%
23 - School Leadership	2,983,815	3,073,590	89,775	5,993,883	6,161,322	(3,087,732)	49.9%
31 - Guidance, Counseling	2,210,591	2,330,033	119,442	4,494,614	4,611,860	(2,281,827)	50.5%
33 - Health Services	593,550	694,899	101,349	1,462,781	1,501,840	(806,941)	46.3%
34 - Student Transportation	2,114,288	2,498,836	384,548	4,600,882	4,751,406	(2,252,570)	52.6%
36 - Extra-Curr/Co-Curricular	2,673,951	2,604,729	(69,222)	4,757,533	4,783,559	(2,178,830)	54.5%
41 - General Administration	2,286,017	2,160,610	(125,407)	3,798,934	3,862,815	(1,702,205)	55.9%
51 - Plant Maintenance & Operations	8,657,661	7,718,732	(938,929)	13,696,464	13,000,322	(5,281,590)	59.4%
52 - Security & Monitoring	971,506	1,017,951	46,445	3,015,999	3,025,423	(2,007,472)	33.6%
53 - Data Processing	903,358	1,298,932	395,574	1,935,131	2,000,461	(701,529)	64.9%
95 - Payment to JJAEP Programs	-	-	-	10,000	10,000	(10,000)	0.0%
97 - Payments to Tax Increment Fund	4,945	-	-	17,996,690	17,803,190	(17,803,190)	0.0%
99 - Payments to Tax Office	508,195	569,738	61,543	1,208,600	1,208,600	(638,862)	47.1%
<b>Total Expenditures</b>	<b>53,668,183</b>	<b>54,884,871</b>	<b>1,216,688</b>	<b>132,667,230</b>	<b>136,463,362</b>	<b>(81,578,491)</b>	<b>40.2%</b>
<b>OTHER SOURCES &amp; USES</b>							
Other Sources	-	-	-	-	-	-	#DIV/0!
Other Uses	-	-	-	-	-	-	#DIV/0!
<b>Total Other Sources &amp; Uses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>

Excess/(Deficiency) of Revenues					
Over Expenditures	26,362,111	23,591,655	(2,770,456)	(6,315,990)	(3,319,600)

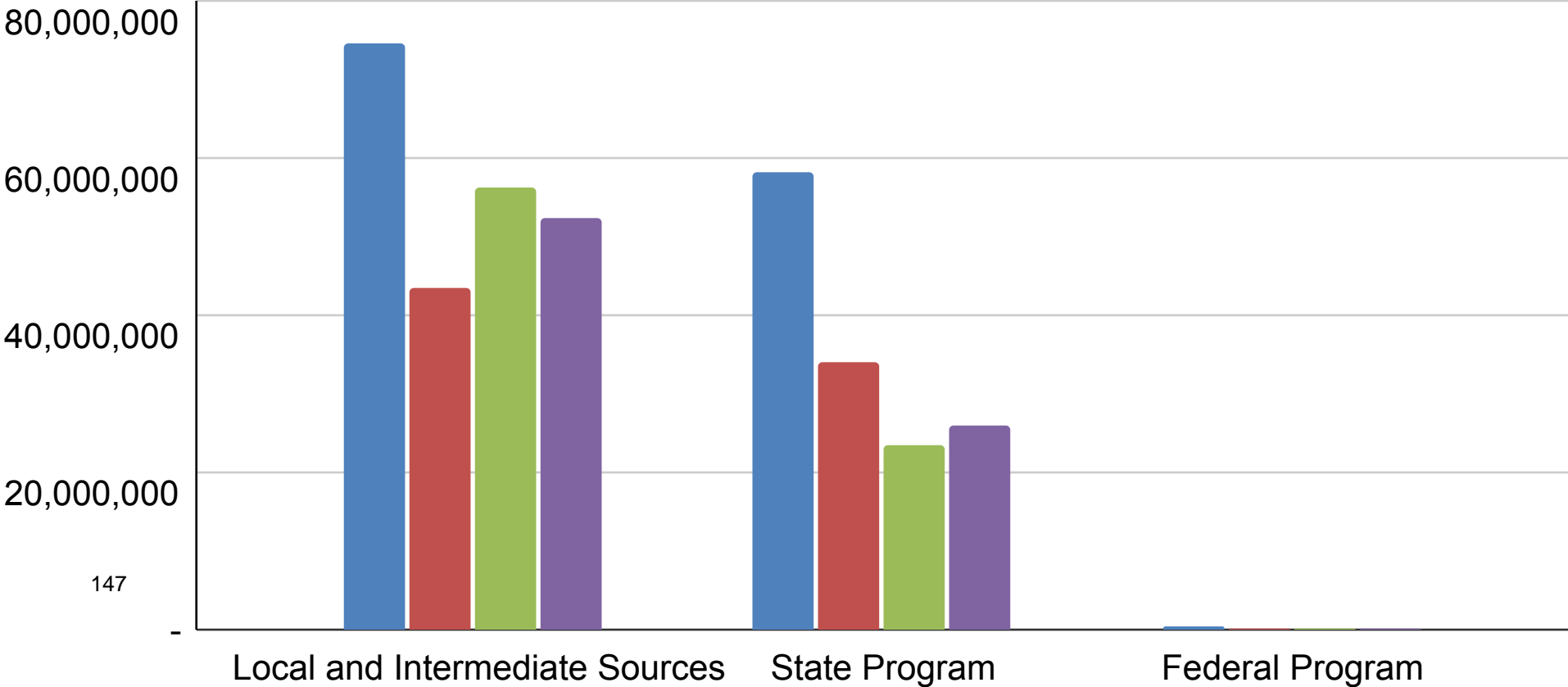
Fund Balance at 6/30/2025 - **AUDITED** 33,329,066

Fund Balance at 1/31/2026 - **UNAUDITED** 56,920,721

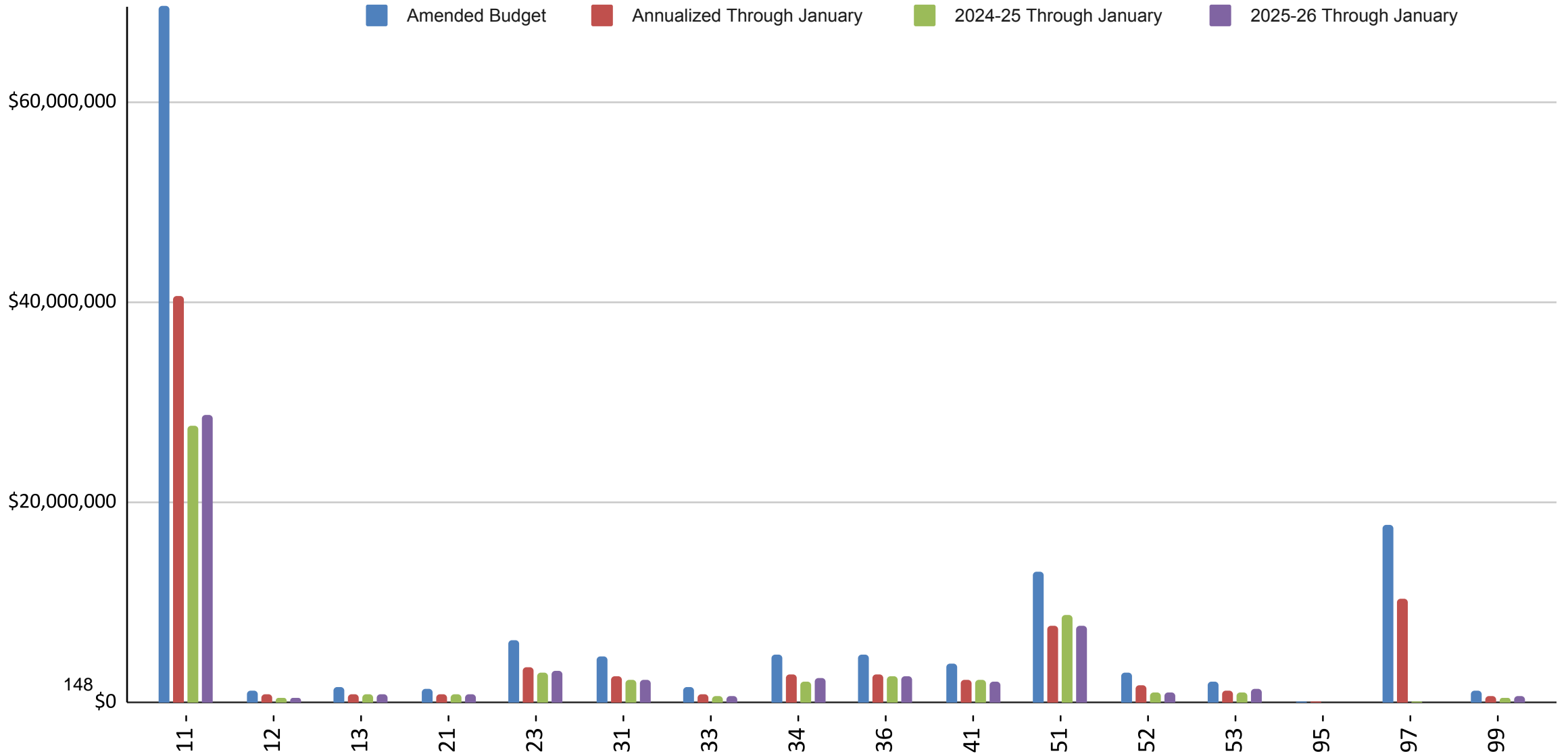
Fund Balance as % of Budget 42%

# Revenue Comparison

- Amended Budget
- Annualized Through January
- 2024-25 Through January
- 2025-26 Through January



# Expense Comparison



# Fund Balance Comparison to Target

