



**Agenda of Policy Committee Meeting - The Board of Trustees  
Belton Independent School District  
Monday, December 7, 2020**

A Committee meeting of the Board of Trustees of Belton Independent School District will be held Monday, December 7, 2020, beginning at 5:00 PM in the Big Red Room, 400 N. Wall Street, Belton, TX 76513.

- 1. Call to Order**
- 2. Public Comments**
- 3. Review and Discuss the Following Items:**
  - A. EIC(LOCAL): Learning/Study 2
  - B. CW(LOCAL): Naming Facilities 28
  - C. Other Policies Addressing Graduate Profile 30
- 4. Issues/Concerns for Future Agenda or Administrative Reports**
- 5. Adjourn**

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*If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [See BEC(LEGAL)]*

**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.

**Disruption of Normal Grading Practices**

If the District experiences a significant disruption in the ability to collect grades for calculating weighted grade point average (GPA) and class rank, the Board may consider a Board resolution to modify provisions in this policy.

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

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**Calculation**

Class rank and weighted grade point average (GPA) shall be based on semester grades earned in English, mathematics beyond Algebra I, science, social studies, economics, languages other than English beyond Level 1, and all dual credit courses and dual enrollment OnRamps courses in these areas. The weighted grade average shall also include grades earned in all Advanced Placement (AP) dual credit courses in EMT, engineering, and computer science. Courses receiving more than one credit for a single class period shall be calculated as one credit.

Exclusion

The calculation of a student's GPA, both unweighted and weighted, for class rank shall exclude grades earned in middle school; a course for which a pass/fail grade is assigned; local credit courses; summer school courses taken for remediation or acceleration; dual credit courses not reflected on the student's class schedule during the fall or spring semesters or during the summer; distance learning in the form of traditional correspondence courses or credit recovery or for remediation; or through credit by examination, with or without prior instruction.

**Weighted Grade System**

The District shall categorize and weight courses in accordance with provisions of this policy and EIC(EXHIBIT).

Categories

*Level 4*

Eligible AP courses shall be categorized and weighted as Level 4 courses.

*Level 3*

Eligible dual credit, OnRamps, and Pre-AP courses shall be categorized and weighted as Level 3 courses.

*Level 2*

All Regular courses shall be categorized and weighted as Level 2 courses.

*Level 1*

Skills-Based courses shall be categorized and weighted as Level 1 courses.

Weighted Grade  
Point Average

The District shall convert the semester grade to grade points in accordance with the weighted grade points chart published in EIC(EXHIBIT) to determine a weighted GPA.

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**Note:** The following provisions shall apply to students in the graduating class of 2021.

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**Calculation**

Graduation requirements and plans specified for each grade level shall have no bearing on the GPAs that determine class rank and honor graduates; honor graduate status shall be determined by weighted grade average only. Class rank at the end of the junior year shall be used for college application purposes.

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. Grades earned in courses taken prior to grade 9 shall not be included in the calculation of class rank. Courses receiving more than one credit for a single class period shall be calculated as one credit.

Beginning with the graduating class of 2021, the graduating class of Belton High School shall include Belton High School students and Belton New Tech High School @ Waskow students.

Class rank and weighted grade averages shall be based on semester grades earned in English, mathematics beyond Algebra I, science, social studies, economics, languages other than English beyond Level 1, and all dual credit courses in these areas. The weighted grade average shall also include grades earned in all AP courses, dual enrollment OnRamps courses, and dual credit courses in the areas of engineering, computer programming, computer science, technology, and web design.

A grade below a 70 shall not be weighted.

Exclusions

The calculation of class rank shall exclude grades earned in middle school; a course for which a pass/fail grade is assigned; local credit courses; summer school courses taken for remediation or acceleration; dual credit courses not reflected on the student's class schedule during the fall or spring semesters or during the summer; distance learning in the form of traditional correspondence courses or credit recovery or for remediation; or through credit by examination, with or without prior instruction.

Weighted Grade  
System

Pre-AP and honors courses shall receive 10 additional points per semester grade, and AP courses shall receive 20 additional points per semester grade.

The District shall record unweighted numerical grades on student transcripts.

Eligible dual credit and OnRamps courses shall receive 15 additional points per semester grade.

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**Note:** The following provisions shall apply to all students, regardless of their graduating class.

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**Transferred Grades**

When a student transfers semester grades for courses that would be eligible under at least the Level 1 category and the District has accepted the credit, the District shall include the grades in the calculation of class rank.

When a student transfers semester grades for courses from an accredited school that would be eligible to receive additional weight under the District's weighted grade system, the District shall assign weight to those grades based on the categories and grade weight system used by the District if the same courses are offered to the same class of students in the District.

**Local Graduation Honors**

For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank at the end of the third nine-week grading period of the senior year. The third nine-week grading period grade shall be used as the semester grade for the purpose of GPA calculation for all courses with the exception of dual credit.

Dual credit courses included in the third nine-week grading period shall include the final grade for the course if a grade is received by May 15. Courses for which grades are not received shall not be included in the rank at the third nine-week period for senior rank.

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)]

**Valedictorian and Salutatorian**

The valedictorian and salutatorian shall be the eligible students with the highest and second-highest rank based on the weighted GPA or weighted grade average, respectively.

A valedictorian and salutatorian shall be named at Belton High School, Belton New Tech High School @ Waskow, and Lake Belton High School.

To be eligible for such recognition, a student must have:

1. Been a registered, full-time student at the campus of graduation during the last four semesters prior to graduation. To be considered registered for a full semester, a student must enroll no later than the close of school on the tenth day of the beginning of the first semester.
2. Been enrolled in at least four academic courses each year of high school.

Early graduates (three-year graduates) may participate in the graduation ceremony but shall not be eligible for valedictorian or salutatorian honors.

The final class rank shall become a permanent record on the academic achievement record (AAR); no re-ranking shall occur after graduation for transcript purposes.

*Breaking Ties*

In case of a tie in weighted GPAs or weighted grade averages after calculation to the fourth decimal place among the top ranked students, the District shall calculate the numerical grade averages of all Pre-AP and AP courses taken in grades 9–12 to determine recognition as valedictorian or salutatorian.

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

A student ranked within the top 15 percent of his or her graduating class shall be designated as an honor graduate. District honor graduates shall include the following:

1. Students whose class rank is within the top two percent of the graduating class shall be designated summa cum laude graduates.
2. Students whose class rank is within the top three to five percent of the graduating class shall be designated magna cum laude graduates.
3. Students whose class rank is within the top six to ten percent of the graduating class shall be designated cum laude graduates.
4. Students whose class rank is within the top 11 to 15 percent of the graduating class shall be designated as graduating with honors.

When calculating the number of students in a specific percentile of a graduating class, the number shall be rounded to a whole number.

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(LOCAL)

**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.

*Belton High  
School and  
Belton New Tech  
High School @  
Waskow*

Beginning with the graduating class of 2021, between the student named valedictorian for Belton High School and the student named valedictorian for Belton New Tech High School @ Waskow, the highest-ranking student among the named valedictorians shall be considered the highest-ranking graduate for purposes of receiving the honor graduate certificate from the state of Texas.

**Early Graduation**

A student wishing to graduate early must obtain an early graduation application from the principal's office. Completed applications for three-year graduates should be returned by May 1 of the sophomore year. A student who has declared his or her intent to graduate in three school years and has completed a minimum of 16 credits shall be included in the senior year rank.

### Point System for Rank

Students will be ranked for class standing on the following system:

Level 1 Skills-Based Courses		Level 2 Regular Courses		Level 3 Pre-Advanced Placement (Pre- AP), Dual Credit Courses, and OnRamps		Level 4 AP Courses	
Grade	Grade Points	Grade	Grade Points	Grade	Grade Points	Grade	Grade Points
100	4.0	100	5.0	100	6.0	100	7.0
99	3.9	99	4.9	99	5.9	99	6.9
98	3.8	98	4.8	98	5.8	98	6.8
97	3.7	97	4.7	97	5.7	97	6.7
96	3.6	96	4.6	96	5.6	96	6.6
95	3.5	95	4.5	95	5.5	95	6.5
94	3.4	94	4.4	94	5.4	94	6.4
93	3.3	93	4.3	93	5.3	93	6.3
92	3.2	92	4.2	92	5.2	92	6.2
91	3.1	91	4.1	91	5.1	91	6.1
90	3.0	90	4.0	90	5.0	90	6.0
89	2.9	89	3.9	89	4.9	89	5.9
88	2.8	88	3.8	88	4.8	88	5.8
87	2.7	87	3.7	87	4.7	87	5.7
86	2.6	86	3.6	86	4.6	86	5.6
85	2.5	85	3.5	85	4.5	85	5.5
84	2.4	84	3.4	84	4.4	84	5.4
83	2.3	83	3.3	83	4.3	83	5.3
82	2.2	82	3.2	82	4.2	82	5.2
81	2.1	81	3.1	81	4.1	81	5.1
80	2.0	80	3.0	80	4.0	80	5.0
79	1.9	79	2.9	79	3.9	79	4.9
78	1.8	78	2.8	78	3.8	78	4.8

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(EXHIBIT)

Level 1 Skills-Based Courses		Level 2 Regular Courses		Level 3 Pre-Advanced Placement (Pre- AP), Dual Credit Courses, and OnRamps		Level 4 AP Courses	
77	1.7	77	2.7	77	3.7	77	4.7
76	1.6	76	2.6	76	3.6	76	4.6
75	1.5	75	2.5	75	3.5	75	4.5
74	1.4	74	2.4	74	3.4	74	4.4
73	1.3	73	2.3	73	3.3	73	4.3
72	1.2	72	2.2	72	3.2	72	4.2
71	1.1	71	2.1	71	3.1	71	4.1
70	1.0	70	2.0	70	3.0	70	4.0

No grade points will be given for a grade below 70.

**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.

**Class Rank**

Class rank shall not be calculated or reported except for students in the top ten percent of a given class as required by state law. The District shall provide each student ranked in the top ten percent a certification of class rank containing the student's numerical rank in class. The District shall not report class rank on the student's academic transcript.

Calculation Period

After each calculation period, students in the top ten percent shall be notified of their exact class rank. The lowest weighted grade point average (GPA) used to determine class rank earned by a student currently in the top ten percent of the class shall be communicated to all students in the class after each calculation period.

**Calculation**

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

The calculation shall include failing grades.

Exclusions

The calculation of class rank shall exclude grades earned in any distance learning course, summer school, any credit recovery course, any DAEP independent study course, any local credit course, any course for which a pass/fail grade is assigned, or through credit by examination, with or without prior instruction.

**Weighted Grade System**

The District shall categorize and weight eligible courses as AP, Pre-AP/Dual Credit, and Regular in accordance with provisions of this policy and as designated in appropriate District publications.

Categories

AP

Eligible Advanced Placement (AP) courses shall be categorized and weighted as AP courses.

Pre-AP/Dual Credit

Eligible Pre-AP and dual credit courses shall be categorized and weighted as Pre-AP/Dual Credit courses.

Regular

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

Weighted Grade Point Average

The District shall convert semester grades earned in eligible courses to grade points in accordance with the following chart and shall calculate a weighted GPA:

Grade	AP	Pre-AP / Dual Credit	Regular
100–95	9.25	9.00	8.00
94–90	8.25	8.00	7.00
89–85	7.25	7.00	6.00
84–80	6.25	6.00	5.00
79–75	4.00	5.00	4.00
74–70	3.00	3.00	3.00
69–60	2.00	2.00	2.00
59–50	1.00	1.00	1.00
Below 50	0	0	0

**Transferred Grades** 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.

When a student transfers semester grades for courses that would be eligible to receive additional weight under the District’s weighted grade system, the District shall assign additional weight to the grades based on the categories and grade weight system used by the District only if the same or an equivalent course is offered to the same class of students in the District.

**Local Graduation Honors**

For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank in accordance with this policy and administrative regulations by using grades available at the time of calculation at the end of the third nine-week grading period of the senior year.

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)]

**Valedictorian and Salutatorian**

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:

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(LOCAL)

1. Have been continuously enrolled in the District high school no later than the first Friday following Labor Day of the sophomore year; and
2. Be graduating after exactly eight semesters of enrollment in high school.

*Breaking Ties*

In case of a tie in weighted GPAs after calculation to the fourth decimal place, the District shall count the number of eligible AP courses taken by each student involved in the tie.

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

**Highest-Ranking Graduate**

The local eligibility criteria for recognition as the valedictorian shall not affect recognition of the highest-ranking graduate for purposes of receiving the honor graduate certificate from the state of Texas.

The District shall calculate class rank for this purpose at the end of the school year.

The following courses shall not be included in class rank calculations: pass/fail courses; initial and repeat audits of courses; high school courses taken in grade 6, 7 or 8; or credit by examination with or without prior instruction.

The top ranking senior and remaining honor graduates (the top ten percent) shall be determined at the end of the first semester by dividing the total grade points earned in eligible courses by the total number of eligible courses, calculating to as many decimal places as necessary. A senior shall have a minimum of 38 eligible courses in order to receive a class rank. Class rank for students not in the top ten percent shall be determined by calculating the grade point average to four decimal points with no rounding off.

**Valedictorian and Salutatorian**

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 have been continuously enrolled in the same District high school for the three semesters immediately preceding graduation and have 38 qualifying semester grades.

**Highest-Ranking Senior**

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.

**Relative Position Only**

When completing the preliminary rank and final rank for the senior class, Klein ISD utilizes a relative position only (RPO) placement for students who:

- Are enrolled at Vistas;
- Are enrolled at Klein Success Academy;
- Are 12th grade new enrollees after rank calculation;
- Had incomplete grades at the time of ranking; or
- Have “too few sessions” based on the required number of qualifying semester grades needed at the time of GPA calculation.

Students who receive an RPO rank are ranked alongside another student (similar to a tie) and share the rank of that student.

**Ties**

In case of a tie, affected students shall be given the same class rank and the total number of positions used will equal the number of students tied.

The date of release of class ranking to students shall be established by the executive director for teaching and learning and shall

be uniform for all high schools. Release of the information to students shall be confidential.

Grade points shall be awarded at the end of the semester based on the course in which the final examination is administered.

All AP, IB, GT, Pre-AP, Pre-AP-GT, Pre-IB, and dual credit courses are designated as honors-level courses and shall receive appropriate enhanced grade points in the District according to EIE(LOCAL).

**Curriculum Mastery**

Promotion and course credit shall be based on mastery of the curriculum. Expectations and standards for promotion shall be established for each grade level, content area, and course and shall be coordinated with compensatory, intensive, and/or accelerated services. [See EHBC] The District shall comply with applicable state and federal requirements when determining methods for students with disabilities [see FB] or students who are English language learners [see EHBE and EKBA] to demonstrate mastery of the curriculum.

Students Receiving  
Special Education  
Services

Any modified promotion standards for a student receiving special education services shall be determined by the student's admission, review, and dismissal (ARD) committee and documented in the student's individualized education program (IEP). [See EHBA series and EKB]

**Standards for  
Mastery**

In addition to the factors in law that must be considered for promotion, mastery shall be determined as follows:

1. Course assignments and unit evaluation shall be used to determine student grades in a subject. An average of 70 or higher shall be considered a passing grade.
2. Mastery of the skills necessary for success at the next level shall be validated by assessments that may either be incorporated into unit or final exams or may be administered separately. Mastery of at least 70 percent of the objectives shall be required.

In determining student progress and reporting to parents for students at the early childhood, prekindergarten, and kindergarten levels, the grading designations of "excellent," "satisfactory," "needs improvement," and "unsatisfactory" shall be used.

Academic achievement shall be determined exclusively using a numerical score on a scale of 0–100. For grades 1–5, numerical scores shall be established for the subjects of language arts, mathematics, science, and social studies. Grades for health, fine arts, and physical education shall be determined by the use of the words "excellent," "satisfactory," "needs improvement," or "unsatisfactory." For grades 6–12, numerical scores shall be used exclusively for all courses.

**Grade Reports**

At the end of each grading period, the teacher shall provide notice of progress to the parent or guardian of a student whose grade average in any class is lower than 70 or whose grade average is deemed borderline failing by the teacher.

With the exception of music, art, and physical education in kindergarten–grade 5, all grades on all assignments by every teacher

must be by numerical designation. The intervals that allow conversion to an alphabetic scale as shown on the report cards are for the exclusive use of the student and his or her parents/guardians. All grades sent to parents shall be reported as numerical scores. The following list shall be reproduced on the report card for conversion by the parents as desired: 90–100 = A; 80–89 = B; 75–79 = C; 70–74 = D; 69–below = failing.

**Promotion and Retention**

The total numerical scores shall be used in determining promotion, course credit, and maintenance of a grade of 70 for participation in extracurricular and other activities.

Numerical scores shall be used on all academic achievement records (transcripts) and maintained in the permanent records.

**Grade Points**

All Advanced Placement (AP), International Baccalaureate (IB), GT, Pre-AP, Pre-AP-GT, Pre-IP, and dual credit courses are designated as honors-level courses and receive appropriate enhanced grade points in the District according to the following chart:

Course Average	GT/AP/IB/Pre-AP/Pre-AP-GT/Pre-IP/Dual Credit		
	Advanced	Regular	
100	6.0	5.5	5.0
99	5.9	5.4	4.9
98	5.8	5.3	4.8
97	5.7	5.1	4.7
96	5.6	5.1	4.6
95	5.5	5.0	4.5
94	5.4	4.9	4.4
93	5.3	4.8	4.3
92	5.2	4.7	4.2
91	5.1	4.6	4.1
90	5.0	4.5	4.0
89	4.9	4.4	3.9
88	4.8	4.3	3.8
87	4.7	4.2	3.7
86	4.6	4.1	3.6
85	4.5	4.0	3.5
84	4.4	3.9	3.4
83	4.3	3.8	3.3

Course Average	GT/AP/IB/Pre- AP/Pre-AP-GT/Pre- IP/Dual Credit	Advanced	Regular
82	4.2	3.7	3.2
81	4.1	3.6	3.1
80	4.0	3.5	3.0
79	3.8	3.3	2.8
78	3.6	3.1	2.6
77	3.4	2.9	2.4
76	3.2	2.7	2.2
75	3.0	2.5	2.0
74	1.8 *2.8	1.8 *2.3	1.8
73	1.6 *2.6	1.6 *2.1	1.6
72	1.4 *2.4	1.4 *1.9	1.4
71	1.2 *2.2	1.2 *1.7	1.2
70	1.0 *2.0	1.0 *1.5	1.0

\*Beginning with the freshman class of 2010–11

Grade point values shall be awarded at the end of the semester based on the course in which the final examination is administered.

**Kindergarten**

Promotion from kindergarten shall be based upon accomplishing the required elements from the Texas Essential Knowledge and Skills (TEKS), as well as social, emotional, and physical growth.

**Grades 1–5**

In grades 1–5, to be promoted to the next grade level, a student must attain an average of 70 or above in language arts and in mathematics with assessment based on the grade-level standard. In addition, the overall average of 70 or above must be achieved by utilizing the final numerical grades for social studies, science, language arts, and mathematics. In accordance with current state promotion guidelines, mastery of grade 5 reading and mathematics is required.

**Grades 6–8**

In grades 6–8, to be promoted to the next grade level, a student must attain the following:

- An average of 70 or above in language arts (including reading improvement if it is required);
- An average of 70 or above in mathematics (including mathematics improvement if it is required);

- An average of 70 or above in science (including science improvement, if applicable); and
- An average of 70 or above in social studies (including social studies improvement, if applicable).

Parental permission for promotion or retention shall not be required.

**Grades 9–12**

In grades 9–12, to receive credit for a course, a student must maintain an average of 70 or above. The District awards credit semester by semester.

Students entering high school for the first time in the 2007–08 school year and thereafter shall be classified as freshmen, sophomores, juniors, or seniors based on the number of semester credits earned prior to the first day of the school year as follows:

Semester Credits Earned	Classification
17 and above	Senior
11–16.5	Junior
6–10.5*	Sophomore
0–5.5	Freshman

\*A student must be a high school student for one school year prior to being classified as a sophomore regardless of semester credits accumulated.

Students not on grade level at the beginning of a school year shall be reclassified as credits are earned up to the grade level of their graduation cohort.

Except in the case of a student in grades 6–8 who has been retained, a student in grades 6–12 may not repeat a course that has been satisfactorily completed in order to improve his or her grade.

**Accelerated Instruction**

If a student fails to demonstrate proficiency on a state-mandated assessment, the student shall be provided accelerated instruction in accordance with state law. Additionally, students in grades 5 and 8 shall be subject to all provisions of Grade Advancement Testing, below.

**Grade Advancement Testing**

Except when a student will be assessed in reading or mathematics above his or her enrolled grade level, students in grades 5 and 8 must meet the passing standard on the applicable state-mandated assessments in reading and mathematics to be promoted to the next grade level, in addition to the District's local standards for mastery and promotion.

Definition of "Parent"	For purposes of this policy and decisions related to grade advancement requirements, a student's "parent" shall be defined to include either of the student's parents or guardians; a person designated by the parent, by means of a power of attorney or an authorization agreement as provided in Chapter 34 of the Family Code, to have responsibility for the student in all school-related matters [see FD]; a surrogate parent acting on behalf of a student with a disability; a person designated by the parent or guardian to serve on the grade placement committee (GPC) for all purposes; or in the event that a parent, guardian, or designee cannot be located, a person designated by the Superintendent or designee to act on behalf of the student. [See EIE(LEGAL)]
No Alternate Assessment Instrument	The District shall use only the statewide assessment instrument for the third testing opportunity.
Standards for Promotion Upon Appeal	<p>If a parent initiates an appeal of his or her child's retention following the student's failure to demonstrate proficiency after the third testing opportunity, the GPC shall review all facts and circumstances in accordance with law.</p> <p>The student shall not be promoted unless:</p> <ol style="list-style-type: none"><li>1. All members of the GPC agree that the student is likely to perform on grade level if given additional accelerated instruction during the following school year in accordance with the educational plan developed by the GPC; and</li><li>2. The student has completed required accelerated instruction in the subject area for which the student failed to demonstrate proficiency.</li></ol>
	<p>Whether the GPC decides to promote or to retain a student in this manner, the committee shall determine an accelerated instruction plan for the student for the following school year, providing for interim reports to the student's parent and opportunities for the parent to consult with the teacher or principal as needed. The principal or designee shall monitor the student's progress during the following school year to ensure that he or she is progressing in accordance with the plan.</p>
Transfer Students	When a student transfers into the District having failed to demonstrate proficiency on applicable assessment instruments after two testing opportunities, a GPC shall convene for that student. The GPC shall review any available records of decisions regarding testing and accelerated instruction from the previous district and determine an accelerated instruction plan for the student.

If a parent initiates an appeal for promotion when a student transfers into the District having failed to demonstrate proficiency after three testing opportunities, the GPC shall review any available records of decisions regarding testing, accelerated instruction, retention, or promotion from the previous district and issue a decision in accordance with the District's standards for promotion.

**Assignment of  
Retained Students**

In the event a student is not promoted to the next grade level, the District shall nevertheless assign the student to an age-appropriate campus, unless:

1. The student's parent requests that the student be assigned to the same or a similar campus setting; or
2. The student's GPC determines that it would be in the student's best interest to be assigned to the same or a similar campus setting. Criteria to be considered for this decision may include:
  - a. Recommendations from the student's teachers.
  - b. Observed social and emotional development of the student.

**Reducing Student  
Retention**

The District shall establish procedures designed to reduce retaining students at a grade level, with the ultimate goal being elimination of the practice of retaining students. [See EHBC]

**Calculation**

The District shall include in the calculation of class rank grades earned in all high school credit courses taken in grades 9–12 for which Texas Essential Knowledge and Skills (TEKS) have been established, unless excluded below.

*Exclusions*

The calculation of class rank shall exclude grades earned in or by a local credit course; a course for which a pass/fail grade is assigned; credit by examination, with or without prior instruction; and distance learning.

**Beginning with  
Grade 9 in the  
2011–12 School Year**

Application of the following provisions shall begin with students who enter grade 9 in the 2011–12 school year.

Calculation

The District shall include in the calculation of class rank only grades earned for high school credit in the following subjects:

- English;
- Mathematics;
- Science;
- Social studies;
- Economics; and
- Languages other than English.

Grades earned in these courses during middle school shall be included in class rank calculation.

*Exclusions*

The calculation of a student's grade point average (GPA), both unweighted and for class rank, shall exclude grades earned in or by a course for which a pass/fail grade is assigned; credit by examination, with or without prior instruction; local credit courses, academic courses substituted for physical education; summer school courses taken for remediation; and distance learning in the form of traditional correspondence courses.

**Weighted Grade  
System**

The District shall categorize and weight courses in accordance with provisions of this policy and EIC(EXHIBIT).

Categories

Weighted Grade  
Point Average

The District shall convert grade points in accordance with the weighted grade point chart published in EIC(EXHIBIT) and shall calculate a weighted GPA.

Transferred Grades

When a student transfers grades for properly documented courses, the District shall assign weight to those grades based on the categories and grade weight system used by the District if the same courses are offered to the same class of students in the District.

**Local Graduation  
Honors**

For the purpose of determining honors to be conferred during graduation activities, the District shall calculate class rank at the end of the third quarter grading period of the senior year. The third quarter grades shall be used as the semester grades for this purpose.

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)]

Valedictorian and  
Salutatorian

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:

1. Have been continuously enrolled in the District high school for the two school years immediately preceding graduation; and
2. Have completed the foundation program with the distinguished level of achievement for graduation.

For an individual wishing to graduate in fewer than eight semesters in order to become eligible for valedictorian or salutatorian honors, the student must file a written declaration of the intent to graduate early with the campus principal on or before the tenth day of school in the school year prior to the year in which the student intends to graduate.

Honor Graduates

The District shall recognize at the graduation ceremony, as graduates with high honors, the students in the graduating class who have been continuously enrolled in the same District high school for the two school years immediately preceding graduation with the ten highest class ranks. All students who have been continuously enrolled in a District high school for the three quarter grading periods immediately preceding graduation whose weighted GPAs comprise the top ten percent of the students in the graduating class shall be recognized as graduates with honors.

### Point System for Rank

Students will be ranked for class standing on the following systems.

No grade points will be given for a grade below 70.

The point system to rank students entering grade 9 in fall 2018 and after is as follows:

Level 1 Skills		Level 2 Regular		Level 3 Gifted and Talented / Pre-Advanced Placement (Pre-AP)		Level 4 AP, Dual Credit, and On-Ramp	
Grade	Grade Points	Grade	Grade Points	Grade	Grade Points	Grade	Grade Points
100	4.0	100	5.0	100	6.0	100	7.0
99	3.9	99	4.9	99	5.9	99	6.9
98	3.8	98	4.8	98	5.8	98	6.8
97	3.7	97	4.7	97	5.7	97	6.7
96	3.6	96	4.6	96	5.6	96	6.6
95	3.5	95	4.5	95	5.5	95	6.5
94	3.4	94	4.4	94	5.4	94	6.4
93	3.3	93	4.3	93	5.3	93	6.3
92	3.2	92	4.2	92	5.2	92	6.2
91	3.1	91	4.1	91	5.1	91	6.1
90	3.0	90	4.0	90	5.0	90	6.0
89	2.9	89	3.9	89	4.9	89	5.9
88	2.8	88	3.8	88	4.8	88	5.8
87	2.7	87	3.7	87	4.7	87	5.7
86	2.6	86	3.6	86	4.6	86	5.6
85	2.5	85	3.5	85	4.5	85	5.5
84	2.4	84	3.4	84	4.4	84	5.4
83	2.3	83	3.3	83	4.3	83	5.3
82	2.2	82	3.2	82	4.2	82	5.2
81	2.1	81	3.1	81	4.1	81	5.1
80	2.0	80	3.0	80	4.0	80	5.0
79	1.9	79	2.9	79	3.9	79	4.9
78	1.8	78	2.8	78	3.8	78	4.8
77	1.7	77	2.7	77	3.7	77	4.7
76	1.6	76	2.6	76	3.6	76	4.6

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(EXHIBIT)

Level 1 Skills		Level 2 Regular		Level 3 Gifted and Talented / Pre-Advanced Placement (Pre-AP)		Level 4 AP , Dual Credit, and On-Ramp	
75	1.5	75	2.5	75	3.5	75	4.5
74	1.4	74	2.4	74	3.4	74	4.4
73	1.3	73	2.3	73	3.3	73	4.3
72	1.2	72	2.2	72	3.2	72	4.2
71	1.1	71	2.1	71	3.1	71	4.1
70	1.0	70	2.0	70	3.0	70	4.0

The point system to rank students entering grade 9 before fall 2018 is as follows:

Level 1 Skills		Level 2 Regular		Level 3 Gifted and Talented / Pre-AP and Dual Credit (Non-AP)		Level 4 AP (Including Combined AP / Dual Credit)	
Grade	Grade Points	Grade	Grade Points	Grade	Grade Points	Grade	Grade Points
100	4.0	100	5.0	100	6.0	100	7.0
99	3.9	99	4.9	99	5.9	99	6.9
98	3.8	98	4.8	98	5.8	98	6.8
97	3.7	97	4.7	97	5.7	97	6.7
96	3.6	96	4.6	96	5.6	96	6.6
95	3.5	95	4.5	95	5.5	95	6.5
94	3.4	94	4.4	94	5.4	94	6.4
93	3.3	93	4.3	93	5.3	93	6.3
92	3.2	92	4.2	92	5.2	92	6.2
91	3.1	91	4.1	91	5.1	91	6.1
90	3.0	90	4.0	90	5.0	90	6.0
89	2.9	89	3.9	89	4.9	89	5.9
88	2.8	88	3.8	88	4.8	88	5.8
87	2.7	87	3.7	87	4.7	87	5.7
86	2.6	86	3.6	86	4.6	86	5.6
85	2.5	85	3.5	85	4.5	85	5.5
84	2.4	84	3.4	84	4.4	84	5.4

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(EXHIBIT)

Level 1 Skills		Level 2 Regular		Level 3 Gifted and Talented / Pre-AP and Dual Credit (Non-AP)		Level 4 AP (Including Combined AP / Dual Credit)	
83	2.3	83	3.3	83	4.3	83	5.3
82	2.2	82	3.2	82	4.2	82	5.2
81	2.1	81	3.1	81	4.1	81	5.1
80	2.0	80	3.0	80	4.0	80	5.0
79	1.9	79	2.9	79	3.9	79	4.9
78	1.8	78	2.8	78	3.8	78	4.8
77	1.7	77	2.7	77	3.7	77	4.7
76	1.6	76	2.6	76	3.6	76	4.6
75	1.5	75	2.5	75	3.5	75	4.5
74	1.4	74	2.4	74	3.4	74	4.4
73	1.3	73	2.3	73	3.3	73	4.3
72	1.2	72	2.2	72	3.2	72	4.2
71	1.1	71	2.1	71	3.1	71	4.1
70	1.0	70	2.0	70	3.0	70	4.0

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(LOCAL)

**Purpose** Honor graduates are considered to be an important part of the District's educational program. They shall be determined through a system that establishes class ranking based on predetermined criteria.

**Calculation of Grade Points for Class Ranking** The valedictorian, salutatorian, and honor graduates shall be determined by their rank in class through academic grade points, which shall be calculated at the end of the third nine weeks of their senior year. [See GRADE POINT CHART, below]

The grade average shall be calculated as the third nine-week average times 0.125, plus the course history grade average times 0.875.

**Dual Credit Courses** Credit earned in dual credit courses shall count toward graduation requirements. The grade earned in dual credit courses shall not be included in the grade average or grade point average (GPA) and shall not be used to determine high school rank in class.

**High School Courses Taken Prior to Grade 9** Grades awarded for high school credit taken prior to grade 9 shall be included in the grade average or GPA and shall be used to determine high school rank in class beginning with the third course in the standard high school course sequence of the subject area. [See E]

Grades awarded in courses in which the student was not in attendance for at least 90 percent of the days the class was offered shall be included in the grade average or GPA and shall be used to determine high school rank in class. [See E]

<b>Grade Point Chart</b>	<b>Academic Level</b>	<b>College GPA Equivalent</b>	<b>Numeric Grade</b>	<b>* Numeric Grade Weight Adjustment</b>
	AP/IB	4.0	90–100	Grades earned in courses with AP academic weighting shall receive nine additional numeric grade points.
		3.0	80–89	
		2.0	70–79	
		0.0	0–69	
	Pre-AP/ Pre-Diploma	4.0	90–100	Grades earned in courses with Pre-AP academic weighting shall receive five additional numeric grade points.
		3.0	80–89	
		2.0	70–79	
		0.0	0–69	

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(LOCAL)

Academic Level	College GPA Equivalent	Numeric Grade	* Numeric Grade Weight Adjustment
Regular	4.0	90–100	Grades earned in courses with Regular academic weighting shall receive no additional numeric grade points.
	3.0	80–89	
	2.0	70–79	
	0.0	0–69	
Modified	4.0	90–100	Grades earned in courses with Modified academic weighting shall receive no additional numeric grade points.
	3.0	80–89	
	2.0	70–79	
	0.0	0–69	

\*High school rank in class shall be determined using the weighted numeric grade average.

**Valedictorian and Salutatorian**

To be eligible for valedictory, salutatory, or top ten student honors, a student shall have attended high school in the District continuously for two school years, commencing with enrollment no later than the end of the last Friday in September of the student’s junior year, until graduation.

**Breaking Ties**

In case of a tie in weighted GPAs, the District shall apply the following methods, in this order, to determine recognition as valedictorian or salutatorian:

1. Compute the weighted GPA to a sufficient number of decimal places until the tie is broken.
2. Calculate a weighted GPA only using eligible grades earned in English, mathematics, science, social studies, and languages other than English.

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**

Honor graduates shall be determined by academic grade points, which shall be calculated as specified at CALCULATION OF GRADE POINTS FOR CLASS RANKING, above. The valedictorian, salutatorian, and honor graduates shall be determined by their rank in class, and academic grade points shall be calculated at the end of the third nine weeks of their senior year. Honor graduates may be designated as the top ten percent of the students in the graduating class, with any variation at the discretion of the principal with central office approval. Honor graduates must have completed

the Recommended or Advanced/Distinguished Achievement Program for graduation.

**Early Graduates**

A junior shall be eligible for reclassification as a senior if the student accrues at least 20 credits by the end of the fall semester of his or her junior year and takes the October administration of the exit-level state-mandated assessment.

Upon reclassification, an early graduate shall not displace a senior in class rank but shall be placed equivalently in the senior class rank as determined by the student's weighted numeric average.

# DRAFT FOR DISCUSSION

Belton ISD  
014903

## NAMING FACILITIES

CW  
(LOCAL)

### **Guidelines**

The following guidelines shall govern the permanent naming or re-naming of new or existing District-owned facilities or portions of facilities. Names selected for District schools or buildings shall be meaningful to students and community members, be a source of pride, and reflect the traditions of the District.

### **Definitions**

For the purposes of this policy, facilities are defined as:

1. A school campus building;
2. Rooms within a school building;
3. Structures related to a school building;
4. Athletic fields and facilities; and
5. Any other building or adjacent land area that is the property of the District and the Board.

### **Nominations**

A person who wishes to submit a name for consideration should identify the facility and provide a clear, concise explanation of why the name should be honored. Supplemental materials such as news clippings, letters of recommendation, and other printed resources may be submitted along with the nomination.

Nominations may be made by letter or by using the form available from the District. Nominations should be submitted by mail or e-mail to any Board member or directly to the Board Facilities Committee.

The Board Facilities Committee and Superintendent will determine if a selection committee will be established for the naming or re-naming of new or existing District-owned facilities or portions of facilities. In some instances, a recommendation will be taken directly to the Board for approval, in others, a selection committee may be established to make recommendations to the Board.

A selection committee will always be established when naming a new District campus.

### **Selection Committee**

The Board may appoint a committee to be called the School Name Selection Committee (committee). The committee shall consist of 12 to 20 members who are residents of the geographic area served by the District. The membership shall consist of a diverse group of civic leaders, educators, parents, and others who have a sincere interest in the process. The committee may or may not contain Board members at the discretion of the District Facilities Committee.

The Board may appoint one of the members of the committee as chairperson. The chairperson shall serve as the liaison between

# DRAFT FOR DISCUSSION

Belton ISD  
014903

## NAMING FACILITIES

CW  
(LOCAL)

the Board and the committee. The chairperson and all members of the committee shall serve at the discretion of the Board.

### **Board Decision**

The School Name Selection Committee shall select for the Board's consideration at least two, but no more than three, names and provide a rationale for each selection with the understanding that the final decision in naming facilities shall reside with the Board.

A name shall be selected at least 12 months prior to the opening of a new school.

### **Approval**

The Board will have final approval of the naming or renaming of new or existing District-owned facilities or portions of facilities.

### **Dedication Plaques**

The Board shall have a plaque prepared bearing the names of the Board members, administrators, architects, and contractors directly connected with each project, including those at the passage of the bond and at the completion of the project.

### **Dedication Ceremonies**

A new school building shall be dedicated at an appropriate ceremony held as soon as possible after occupancy.

### **Mascots**

The Superintendent will determine the process to seek appropriate stakeholder input when choosing a mascot for district campuses. In consultation with the Board, the final decision in selecting new elementary, middle school, and high school mascots shall reside with the Superintendent or designee.

### **School Colors**

The Superintendent will determine the process to seek appropriate stakeholder input when choosing colors for district campuses. In consultation with the Board, the final decision in selecting new elementary, middle school, and high school colors shall reside with the Superintendent or designee.

PLANNING AND DECISION-MAKING PROCESS

BQ  
(LOCAL)

The Board shall approve and periodically review the District's vision, mission, and goals to improve student performance. The vision, mission, goals, and the approved District and campus objectives shall be mutually supportive and shall support the state goals and objectives under Education Code, Chapter 4. [See AE]

**District Improvement Planning Process**

The District's planning process to improve student performance includes the development of the District's educational goals, the legal requirements for the District and campus improvement plans, all pertinent federal planning requirements, and administrative procedures. The Board shall approve the process under which the educational goals are developed and shall ensure that input is gathered from the District-level committee. [See BQA]

Parent and Family Engagement Plan

The Board shall ensure that the District and campus improvement plans, as applicable, address all elements required by federal law for receipt of Title I, Part A funds, including elements pertaining to parent and family engagement. The District-level and campus-level committees shall involve parents and family members of District students in the development of such plans and in the process for campus review and improvement of student academic achievement and campus performance. [See EHBD]

**Administrative Procedures and Reports**

The Board shall ensure that administrative procedures are developed in the areas of planning, budgeting, curriculum, staffing patterns, staff development, and school organization; adequately reflect the District's planning process; and include implementation guidelines, time frames, and necessary resources. The District-level and campus-level committees shall be involved in the development of these procedures. [See BQA and BQB]

The Superintendent shall report periodically to the Board on the status of the planning process, including a review of the related administrative procedures, any revisions to improve the process, and progress on implementation of identified strategies.

**Evaluation**

The Board shall ensure that data are gathered and criteria are developed to undertake the required biennial evaluation to ensure that policies, procedures, and staff development activities related to planning and decision-making are effectively structured to positively impact student performance.

<b>Districtwide Educational Improvement Council</b>	In compliance with Education Code 11.251, the Districtwide Educational Improvement Council shall advise the Board or its designee in establishing and reviewing the District's educational goals, objectives, and major Districtwide classroom instructional programs identified by the Board or its designee. The council shall serve exclusively in an advisory role except that the council shall approve staff development of a Districtwide nature.
<b>Chairperson</b>	The Superintendent shall be the Board's designee and shall name the chairperson. The Superintendent shall meet with the council periodically.
<b>Meetings</b>	The chairperson of the council shall set its agenda, and shall schedule at least six meetings per year; additional meetings may be held at the call of the chairperson. All council meetings shall be held outside of the regular school day.
<b>Duties of Council</b>	The council shall perform duties as described in BQA(LEGAL).
<b>Community Input</b>	The Superintendent or designee shall ensure that the District-level committee obtains broad-based community, parent, and staff input and provides information to those persons on a systematic basis. Methods of communication shall include, but not be limited to, periodic reports to the principals on the work of the committee that may be posted on campus bulletin boards.
<b>Composition</b>	The committee shall be composed of at least 18 members who shall represent campus-based professional staff, District-level professional staff, parents, businesses, and the community. At least two-thirds of the District and campus professional staff shall be classroom teachers. The remaining one-third shall be professional nonteaching District- and campus-level staff. For purposes of this policy, District-level professional staff shall be defined as professionals who have responsibilities at more than one campus, including, but not limited to, central office staff.
Parents	The council shall include two parents of students currently enrolled within the District, selected in accordance with administrative procedures. The Superintendent shall, through various channels, inform all parents of District students about the council's duties and composition, and shall solicit volunteers. [See BQA(LEGAL)]
Community Members	The council shall include two community members selected by a process that provides for adequate representation of the community's diversity, in accordance with administrative procedures. The Superintendent shall use several methods of communication to ensure that community residents are informed of the council and are provided the opportunity to participate, and shall solicit volunteers. All community member representatives must reside in the District.

PLANNING AND DECISION-MAKING PROCESS  
DISTRICT-LEVEL

BQA  
(LOCAL)

<b>Business Representatives</b>	<p>The council shall include two business people, selected by a process that provides for adequate representation of the community's diversity, in accordance with administrative procedures. The Superintendent shall use several methods of communication to ensure that community residents are informed of the council and are provided the opportunity to participate, and shall solicit volunteers. Business member representatives need not reside in nor operate businesses in the District.</p>
<b>Professional Staff</b>	<p>The professional employees shall consist of at least one classroom teacher from each campus. Two-thirds of the council members shall be classroom teachers. The remaining representatives shall be other campus-based professional staff. This group will be composed of one high school representative, one intermediate administrator, one elementary administrator, and two "at-large" representatives. The at-large representatives shall be elected from District-level professional staff and shall be elected by all professional employees. Those teachers nominated for campus representative shall be involved in classroom instruction for at least 60 percent of the day.</p>
<b>Elections</b>	<p>An employee's affiliation or lack of affiliation with any organization or association shall not be a factor in either the nomination or election of representatives on the council. [See also DGA]</p> <p>The consent of each nominee shall be obtained before the person's name may appear on the ballot. Election of the council shall be held September 12 and September 30 of each school year at the call of the Superintendent. Nomination and election shall be conducted in accordance with this policy and administrative regulations.</p>
<b>Terms</b>	<p>Representatives shall serve staggered two-year terms and shall be limited to two consecutive terms on the council. After the initial election or selection, representatives shall draw lots, within each representative category, to determine the length of initial terms.</p>
<b>Vacancy</b>	<p>If a vacancy occurs among the representatives, nominations shall be solicited and an election held or selection made for the unexpired term in the same manner as for the annual election.</p>
<b>Other Advisory Groups</b>	<p>The existence of the District-level council shall not affect the authority of the Board or its designee to appoint or establish other advisory groups or task forces to assist it in matters pertaining to District instruction.</p>

<b>Campus Improvement Team</b>	<p>A Campus Improvement Team shall be established on each campus to assist the principal. The team shall meet for the purpose of implementing planning processes and site-based decision making in accordance with Board policy and administrative procedures and shall be chaired by the principal.</p> <p>The team shall serve exclusively in an advisory role except that each team shall approve staff development of a campus nature.</p>
<b>Duties of Team</b>	<p>The team shall perform duties as described at BQB(LEGAL).</p>
<b>Campus Performance Objectives</b>	<p>Each principal shall be responsible for the development of campus performance objectives. These objectives shall be formulated annually in accordance with a schedule established by the District, shall support the District's educational goals and objectives, and shall be specific to the academic achievement of students served by the campus. The Board shall review and approve campus performance objectives.</p>
<b>Waivers</b>	<p>The principal shall be responsible for ensuring that no campus-initiated decision violates rule, law, or policy, unless the campus has obtained a waiver. [See BQB(LEGAL) preceding and BF]</p> <p>Except as prohibited by law [see BF], a campus may apply to the Board for a waiver of a local policy. An application for a waiver must state the achievement objectives of the campus and the reasons for requesting the waiver.</p>
<b>Communications</b>	<p>The principal or designee shall ensure that the campus-level team obtains broad-based community, parent, and staff input, and provides information to those persons on a systematic basis. Methods of communication shall include, but not be limited to, periodic reports on the work of the team that may be posted on campus bulletin boards.</p>
<b>Composition</b>	<p>The team shall be composed of a minimum of 12 members who shall represent campus-based professional staff, parents, businesses, and the community. At least two-thirds of the District and campus professional staff shall be classroom teachers. The remaining one-third shall be professional nonteaching District- and campus-level staff. For purposes of this policy, District-level professional staff shall be defined as professionals who have responsibilities at more than one campus, including, but not limited to, central office staff.</p>
Parents	<p>The team shall include at least two parents of students currently enrolled within the District, selected in accordance with administrative procedures. The principal shall, through various channels, inform all parents of campus students about the team's duties and composition, and shall solicit volunteers. [See BQB(LEGAL)]</p>

PLANNING AND DECISION-MAKING PROCESS  
CAMPUS-LEVEL

BQB  
(LOCAL)

<b>Community Members</b>	The team shall include at least two community members, selected in accordance with administrative procedures that provide for adequate representation of the community's diversity. The principal shall use several methods of communication to ensure that community residents are informed of the team and are provided the opportunity to participate, and shall solicit volunteers. All community member representatives must reside in the District.
<b>Business Representatives</b>	The team shall include at least two business representatives, selected in accordance with administrative procedures that provide for adequate representation of the community's diversity. The principal shall use several methods of communication to ensure that community residents are informed of the team and are provided the opportunity to participate, and shall solicit volunteers. Business member representatives need not reside in nor operate businesses in the District.
<b>Classroom Teachers</b>	Classroom teachers shall be nominated and elected by classroom teachers assigned to that campus.
<b>Campus-Based Nonteaching Professionals</b>	Other campus-based nonteaching professionals shall be nominated and elected by nonteaching professionals assigned to that campus.
<b>District-Level Personnel</b>	District-level personnel shall be nominated and elected by all professional staff.
<b>Elections</b>	An employee's affiliation or lack of affiliation with any organization or association shall not be a factor in either the nomination or election of representatives on the team. Nominated employees shall give their consent to serve on the team before they are eligible for election. Nominations and elections shall be conducted in accordance with this policy and administrative regulations.
<b>Terms</b>	Representatives shall serve staggered two-year terms and shall be limited to two consecutive terms on the team. After the initial election or selection, representatives shall draw lots, within each representative category, to determine the length of initial terms.
<b>Vacancy</b>	A vacancy during a term shall be filled for the remainder of the term by election or selection as appropriate for the category.
<b>Meetings</b>	The team shall meet at the call of the principal. The principal shall set the agenda for each meeting. All meetings shall be held outside the regular school day.