



# Agenda of Special Session August 8, 2022 The Board of Trustees Wichita Falls Independent School District

In Compliance with the Texas Government Code, Chapter 551, Subchapter C, the Board of Trustees of the Wichita Falls Independent School District will meet for a Special Session at 12:00 PM, on August 8, 2022, in the Board Room at the Education Center, 1104 Broad St, Wichita Falls, TX 76301.

The subjects to be discussed, considered, or upon which any formal action may be taken are as listed below. Items do not have to be taken in the order shown on this meeting notice.

<b>I. CALL TO ORDER AND OPENING STATEMENT</b>	
<b>II. INVOCATION</b>	
<b>III. PRESENTATIONS</b>	
A. Capturing Kids Hearts National Showcase Schools	3
<b>IV. PUBLIC COMMENT</b>	
Public comments at Special Sessions are limited to items listed on the agenda.	
<b>V. REPORTS OR SPECIAL DISCUSSION ITEMS</b>	
A. Letter of Intent Request to Provide an Easement from Engineering Concepts & Design, LP	4
B. Transfer Policy Discussion Follow-Up	
C. STEAM Machine Presentation	
<b>VI. FINANCIAL SERVICES</b>	
A. Adoption of the 2022-2023 Maintenance and Operations Tax Rate and the Debt Service Tax Rate	
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D. Purchase of SOLIDWORKS® Software	16
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F. RFP #23-06: Catalog Bid for Awards, Trophies, Plaques and Related Goods	18
G. RFP #23-07: Purchase of Six (6) New Buses	20
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B. Adoption of the 2022-2023 Student Code of Conduct	26
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A. Dual Credit Instructional Minutes Waiver	71
<b>IX. BOARD MATTERS</b>	
A. Consider and Adopt Order of Election for the <del>November 3, 2020 Election</del> for School Trustees Representing <del>Single Member District 2, District 4, and At-Large Position</del> November 8, 2022 Election for School Trustees Representing Single Member District 1, District 3, District 5 and At-Large Position	
B. Joint Election Agreement and Election Services Agreement Between the Wichita Falls ISD and Wichita County for the <del>November 3, 2020 Election</del> November 8, 2022 Election	
C. Minutes	72

D. Closed Session:

1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees (*Pursuant to Texas Government Code 551.074*)

**X. HUMAN RESOURCES**

A. Personnel Report	90
B. Applicant Pool	92
C. Stipends for 2022-2023	99

**XI. ADJOURNMENT**

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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. 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.*

The notice for this meeting was posted in compliance with the Texas Open Meetings Act on Friday, August 5, 2022 at 11:00 am.

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For the Board of Trustees

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Presentations		
<b>Administrator Responsible:</b>	Dr. Shonna Norton, Director of Social & Emotional Services		
<b>Presentation:</b>	Capturing Kids Hearts National Showcase School		
<input type="checkbox"/> Action Needed	<input type="checkbox"/> For Discussion	<input checked="" type="checkbox"/> Presentations	<input type="checkbox"/> Report

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees recognizes 8 Elementary Campuses for being named Capturing Kids Hearts National Showcase Schools as submitted by Dr. Shonna Norton, Director of Social & Emotional Services, and recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

Several WFISD campuses were named Capturing Kids Hearts National Showcase Schools. That means their implementation of the Capturing Kids Hearts program has been exemplary among the nation's tens of thousands of schools that use the Flippen Group program. Principals, teachers, and students have transformed their campuses into something beyond just a school, but a caring and loving environment for all students.

- Booker T. Washington Elementary
- Burgess Elementary, 4<sup>th</sup> Consecutive Year
- Fowler Elementary
- Franklin Elementary
- Haynes Elementary, 4<sup>th</sup> Consecutive Year
- Lamar Elementary, 5<sup>th</sup> Consecutive Year
- Milam Elementary
- Zundy Elementary, 3<sup>th</sup> Consecutive Year

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Letter of Intent Request to Provide an Easement from Engineering Concepts & Design, LP		
<b>Administrator Responsible:</b>	Chris Fain, Director of Maintenance		
<b>Attachments:</b>	Request Detail		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees receive information regarding the letter of intent request from Engineering Concepts & Design, LP. If the request is granted, the board of trustees must take action to approve the request.

## Letter of Intent Request from Engineering Concepts & Design, LP

06/13/2022 Brian Shipman with Engineering Concepts reached out to Ashley Thomas asking if they could have access and receive a letter of intent from the school district to have access to our property to provide an easement.

Brian Shipman  
Project Manager  
Engineering Concepts & Design, LP  
469-387-3273  
[brian@ecdllp.com](mailto:brian@ecdllp.com)

06/14/2022 Risk and Contract Management (RCM) responded to documents with questions after reviewing internally.

1. Will they interrupt any of our services (utilities)?
2. When will project start/end? If it is when school is in session, we would need to have temporary fencing around the project (at their expense) so that students could not be near it.
3. We have a line that goes from Burgess to Kirby that is our sewer line (clean out). We would need to mark that for them so that they don't hit it.
4. Finally, we want to confirm this will not cost anything for the District.

*Advised that we should have Walsh Gallegos review this as well.*

06/15/2022 RCM spoke to Liz Nelson at Walsh Gallegos and discussed the possible issues that could arise out of allowing access. A list of questions were compiled and were sent to the group email:

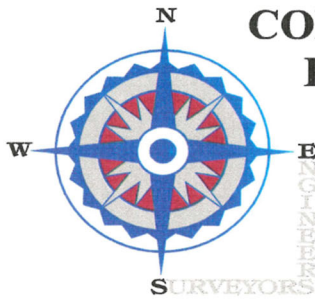
1. Who owns the existing 15" sewer main? Who maintains the 15" sewer main?
2. Will the developer be paying for the easement? Generally a school district cannot convey an interest in real property for less than Fair Market Value (to avoid a gift of public funds).
3. Will this reduce capacity for our schools? What if this causes a line to bust, who is responsible?
4. When is the developer planning to perform the work? We would need to confirm they are not interrupting school while in session.
5. Does it serve anyone else (such as other developers) who may need to grant permission?
6. Is there current capacity to add 400 homes to this main?
7. Does the developer have approval from the Wichita County Water Improvement District?
8. Does it serve WFISD school(s)? We are not seeing the Kirby sewer line marked on the drawings that were sent over.

Walsh recommended that 1- Our engineer take a look at this and; 2 – Request that the original requestor pay for all legal fees; 3 - Board must approve the request for the Letter of Intent since it is binding.

Additionally, it is a Board call what we do with real estate and we cannot do a LOI without Board approval.

Attachments

- Pages 3-5 Original documents received from Engineering Concepts & Design, LP
- Page 6 Map outline of District property
- Page 7 Map designation of Wichita Falls Independent School District and City View Independent School District



**CORLETT,  
PROBST &  
BOYD, P.L.L.C.**

Texas Registered Engineering Firm F-279  
Texas Licensed Surveying Firm 100541-00

*Principals*  
T. Dean Hinton, P.E.  
Devin G. Smith, P.E., R.P.L.S.

**Attn: Nelson Somerville**

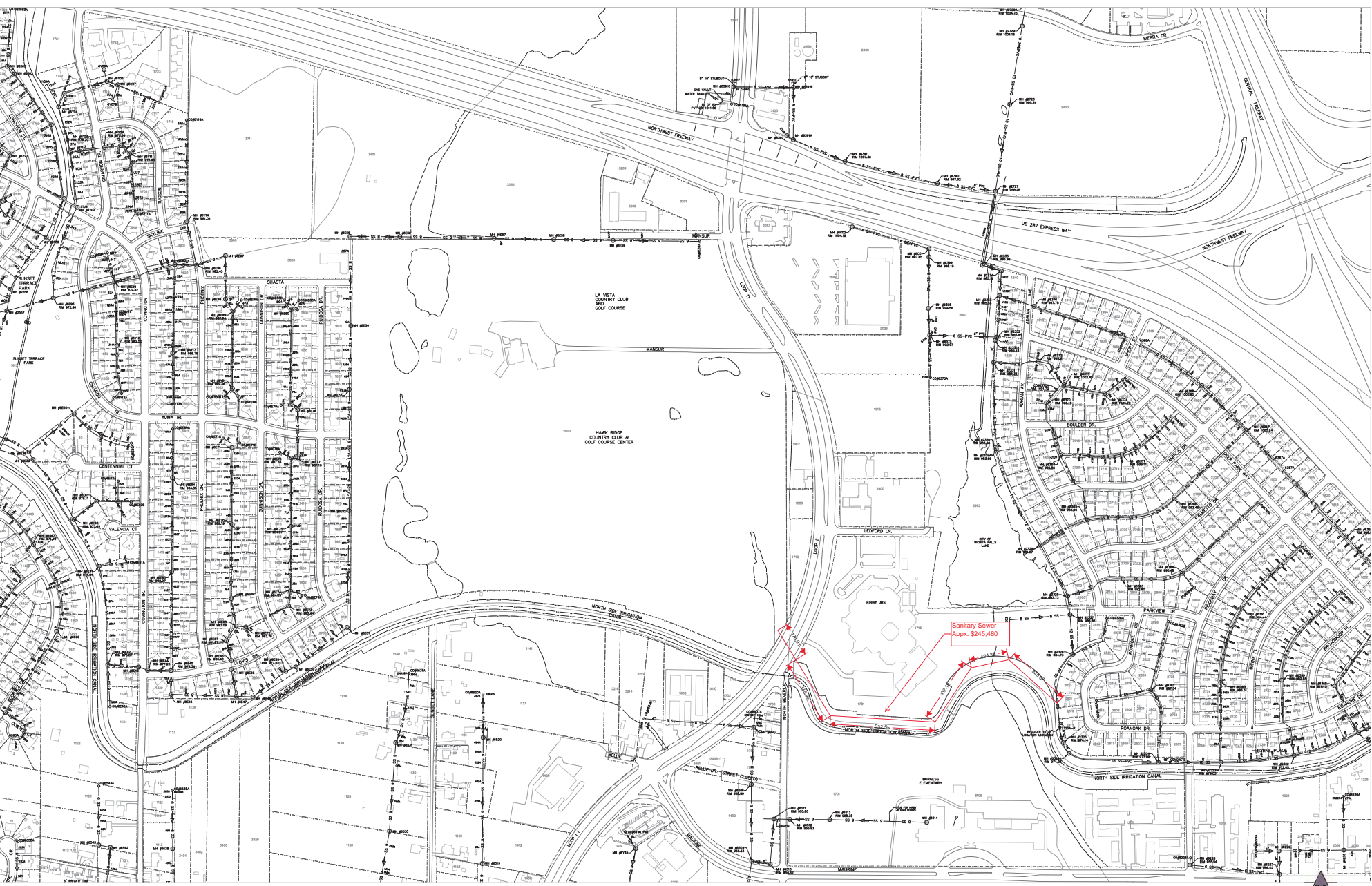
**PRELIMINARY SUBDIVISION ENGINEERING NARRATIVE**

The property located at 2000 Loop 11, The Project, is currently served with water on the North by an 8" line that runs in the ROW of US 281. The city of Wichita falls requires the water line to be looped through the development to the 24" line on the other side of Loop 11. The estimate shown below only includes the water line extension across Loop 11 to the 24" line. This estimate includes boring and casing per TxDOT standards.

The project is also served by a sewer line that runs along the south side of the hotel on the north boundary. However, this line is not sized to accommodate a development of this size, nor would it be possible to gravity flow sewer from the entire development to this line. Therefore, new sewer line will need to be run from the Southeast corner of the project to an existing 15" main. This 10" line will go East approximately 1900' along the Wichita County Water Improvement District easement and tie in the existing sewer main. See map attached.

*Josh Hartough P.E.*

Disclaimer: The City of Wichita Falls has attempted to verify the accuracy of the information contained in the following map at the time of publication. The City of Wichita Falls assumes no liability for any errors, omissions, or inaccuracies in the information provided regardless of how caused. This product is for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property boundaries.



SCALE: 1"=200'

CITY OF WICHITA FALLS

2000 LOOP 11

DATE: JANUARY 2022

SEWER



FIELD NOTES  
BLOCK 2

A tract of land out of the Thomas Hardy Survey, A-367, Wichita County, Texas, and being more specifically described by metes and bounds as follows:  
Beginning at a point in the Thomas Hardy Survey, said point bears South 0°00'30" West 1459.66 feet and East 261.06 feet from the Northeast corner of the David Welch Survey, an ell corner of the Thomas Hardy Survey, said point also being in a curve of the East Right-of-Way line of Proposed Loop 11, for the Southwest corner of this tract;  
Thence Northerly along said East line of Proposed Loop 11 as follows: along a 3.826 degree curve to the left 108.6 feet to a point of tangency; North 00°00'30" East 98.25 feet to a point of curvature; along a 3.826 degree curve to the left 193.8 feet to a point in said curve for the Northeast corner of this tract;  
Thence leaving said East Right-of-Way line of Proposed Loop 11, East 446.4 feet to a point for the Northeast corner of this tract;  
Thence South 400.0 feet to a point for the Southeast corner of this tract;  
Thence West 438.3 feet to the place of beginning and containing 4.01 acres, more or less.

FIELD NOTES  
BLOCK 1

A tract of land out of the John Goodwin Survey, A-83 and the Thomas Hardy Survey, A-367, Wichita County, Texas, and being a part of a 366.1 acre tract as described by Deed of Trust by Beverly Heights Corporation to Jesse E. Martin on April 28, 1958 and recorded in Vol. 368, Page 406, Wichita County Deed of Trust Records, said tract being more specifically described by metes and bounds as follows:  
Beginning at a point in the Thomas Hardy Survey, said point bears South 00°00'30" West 1459.66 feet and East 261.06 feet from the Northeast corner of the David Welch Survey, an ell corner of the Thomas Hardy Survey, said point also being in a curve of the East Right-of-Way line of Proposed Loop 11 for the Northwest corner of this tract;  
Thence East 438.3 feet to a point for corner;  
Thence North 25.0 feet to a point for corner;  
Thence East 50.0 feet to a point for corner;  
Thence South 25.0 feet to a point for corner;  
Thence East 38.74 feet to a point for corner;  
Thence South 11°55'15" West 126.9 feet to a point for corner;  
Thence South 8°18'45" West 267.62 feet to a point for corner;  
Thence North 88°21'15" East 711.45 feet along the North high bank of the dam across an approximately 12.7 acre lake on the West side of Lynwood West, Section 2, an addition to the City of Wichita Falls, Texas to a point in the West line of said Lynwood West, Section 2, said point also being in the North Right-of-Way line of Park View Drive;  
Thence along the West line of Lynwood West, Section 2, as follows: South 1°46'43" East 50.0 feet to a point of curvature; along a 1°50'44" curve to the right 96.37 feet to a point of tangency; East 99.28 feet; along a 4°18'16" curve to the left 122.70 feet; along a 20°06'14" curve to the left 445.67 feet to a point of tangency; South 8°10'43" East 38.86 feet to a point for corner in the North Right-of-Way line of the North Side Canal;  
Thence along the North Right-of-Way line of the said canal as follows: along a 19.222 degree curve to the left 748.20 feet to a point of tangency; South 62° East 30.0 feet; South 28° West 148.70 feet to a point of curvature; along a 104.174 degree curve to the right 69.42 feet to a point of tangency; North 85°56' West 166.18 feet to a point for corner;  
Thence North 0°09' East 110.17 feet to a fence corner;  
Thence South 89°49' West 387.7 feet along the occupied North fence line of the G. A. Lewis Lands to a point for corner;  
Thence North 21°23' West 280.54 feet to a point for corner in a curve of the East Right-of-Way line of Proposed Loop 11;  
Thence along said East Right-of-Way line of the Proposed Loop 11, along a 3.826 degree curve to the left 655.11 feet to the place of beginning and containing 17.96 acres, more or less.

FINAL PLAT  
"LYNWOOD WEST-SECTION III"  
BLOCKS 1 & 2  
OWNERS - DEVELOPERS:  
WICHITA FALLS INDEPENDENT SCHOOL DISTRICT  
1105 HOLLIDAY ST. PHONE 723-4177  
WICHITA FALLS, TEXAS  
CHRIST UNITED PRESBYTERIAN CHURCH  
NORTH BEVERLY DRIVE - 817-855-3781  
WICHITA FALLS, TEXAS  
ENGINEER: BIGGS & MATHEWS  
4017 FAITH ROAD 817-692-1971  
WICHITA FALLS, TEXAS  
NOVEMBER 2, 1971  
SCALE: 1"=100'

CERTIFICATION  
STATE OF TEXAS  
COUNTY OF WICHITA  
I hereby certify that this plat has been prepared from an actual and accurate field survey of the land under my personal supervision on March 21, 1969; and that all information shown is true and correct; and that all monuments shown thereon were properly placed under my personal supervision, in accordance with the subdivision regulations of the City of Wichita Falls, Texas.  
*Robert E. Mathews*  
ROBERT E. MATHEWS, Registered Public Surveyor No. 1015

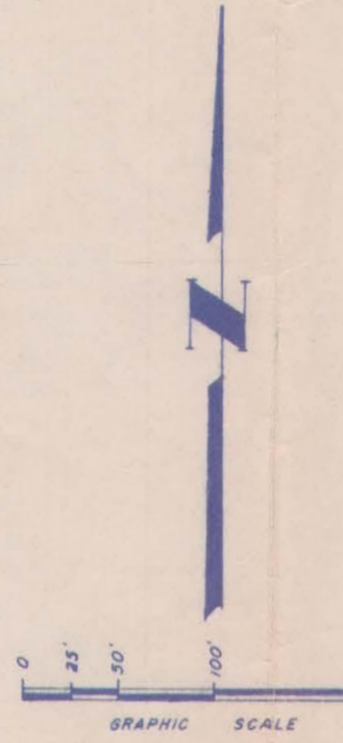
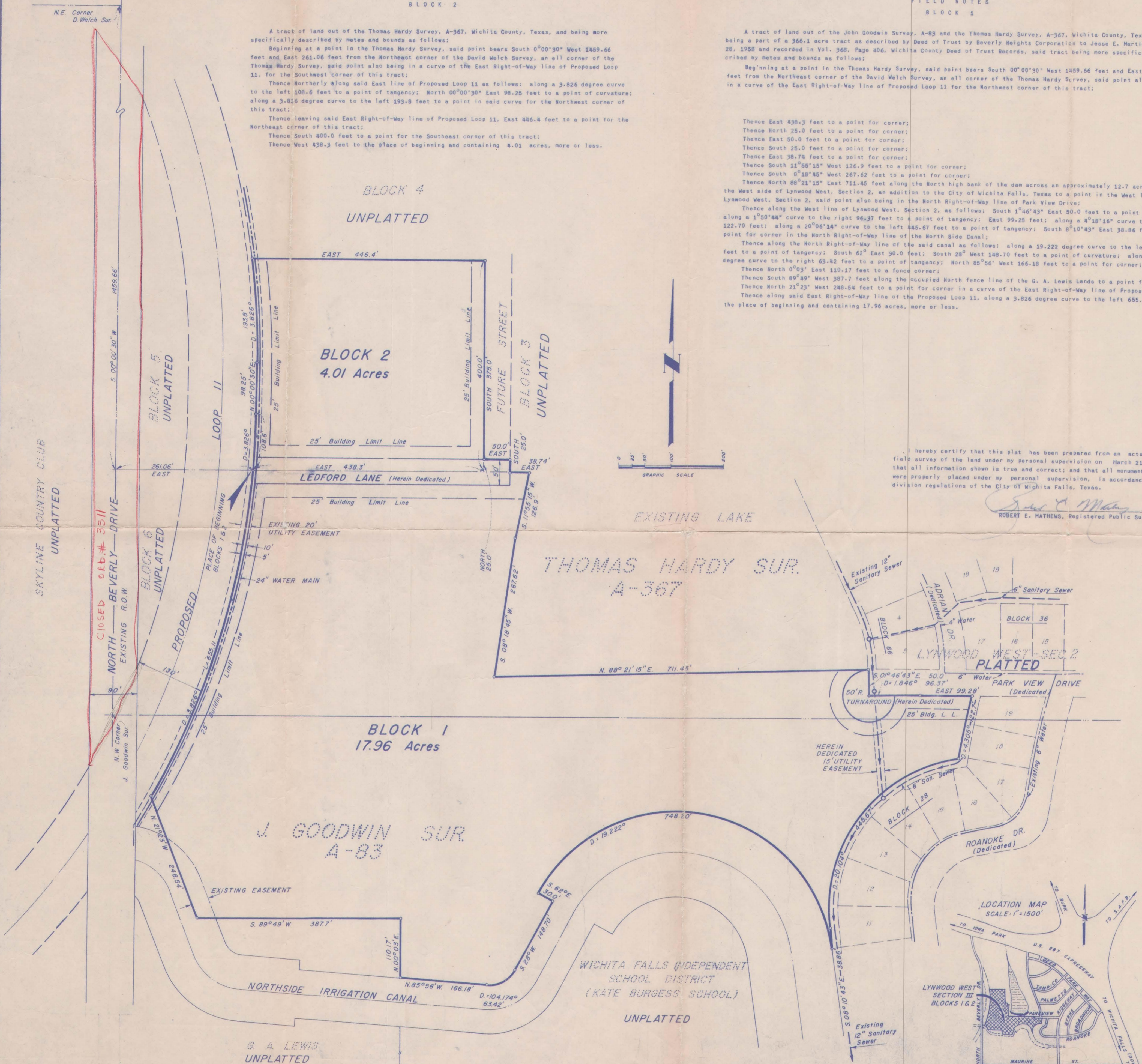
STATE OF TEXAS  
COUNTY OF WICHITA  
Before me, the undersigned authority, on this day personally appeared Dr. Joe D. Steed, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purposes and considerations therein expressed and in the capacity therein stated.  
Given under my hand and seal of office this 4 day of November, 1971  
*Warren V. Dixon*  
Notary Public in and for Wichita County, Texas  
Warren V. Dixon

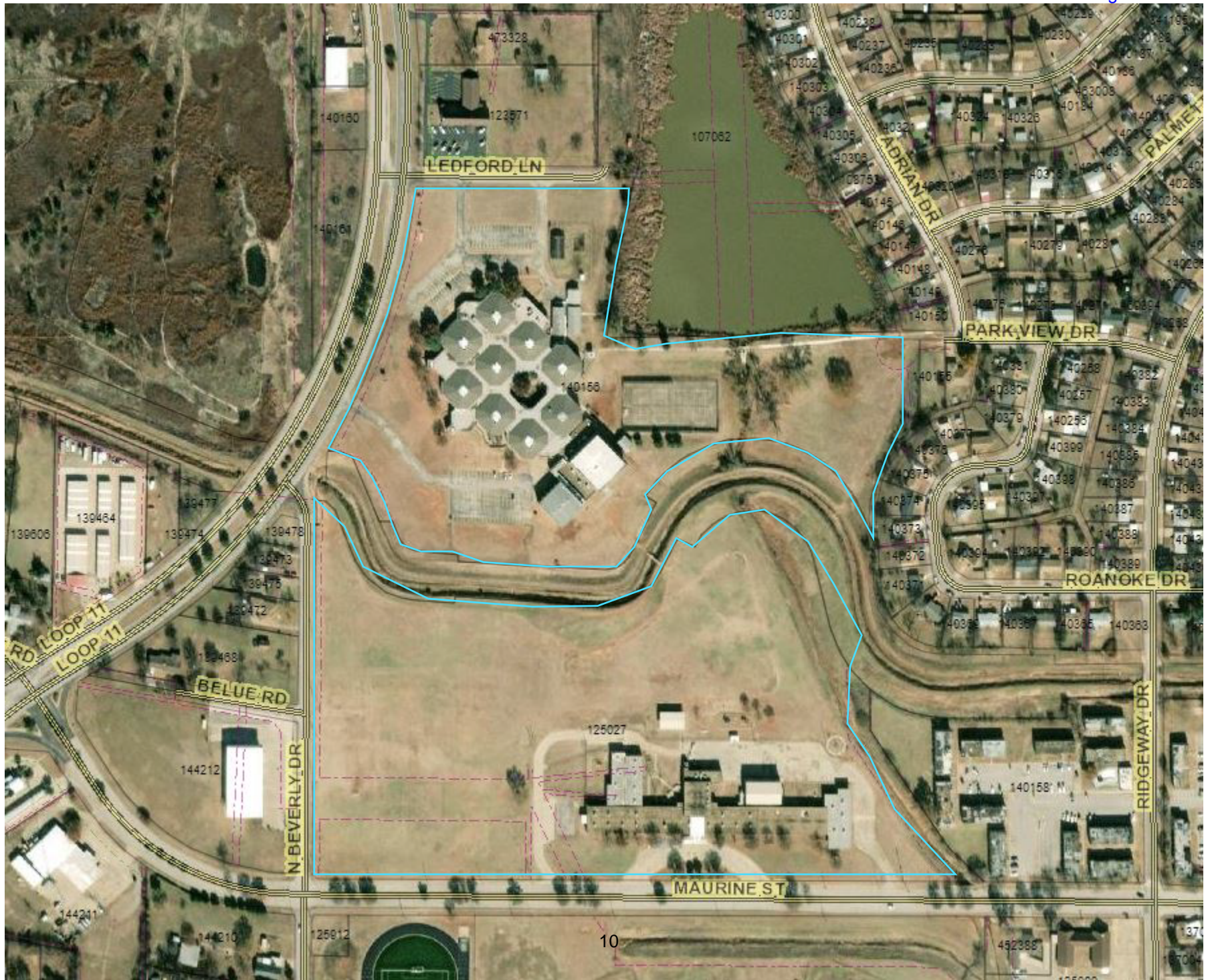
STATE OF TEXAS  
COUNTY OF WICHITA  
The owner of the land shown on this plat as BLOCK 2, and whose name is subscribed hereto and in person or through a duly authorized agent hereby dedicates to the uses of the public forever all streets, alleys, parks, water courses, drains, easements and public places thereon shown for the purposes and considerations therein expressed.  
*Calvin Ashley*  
JUDGE CALVIN ASHLEY  
Chairman, Board of Trustees  
Christ United Presbyterian Church

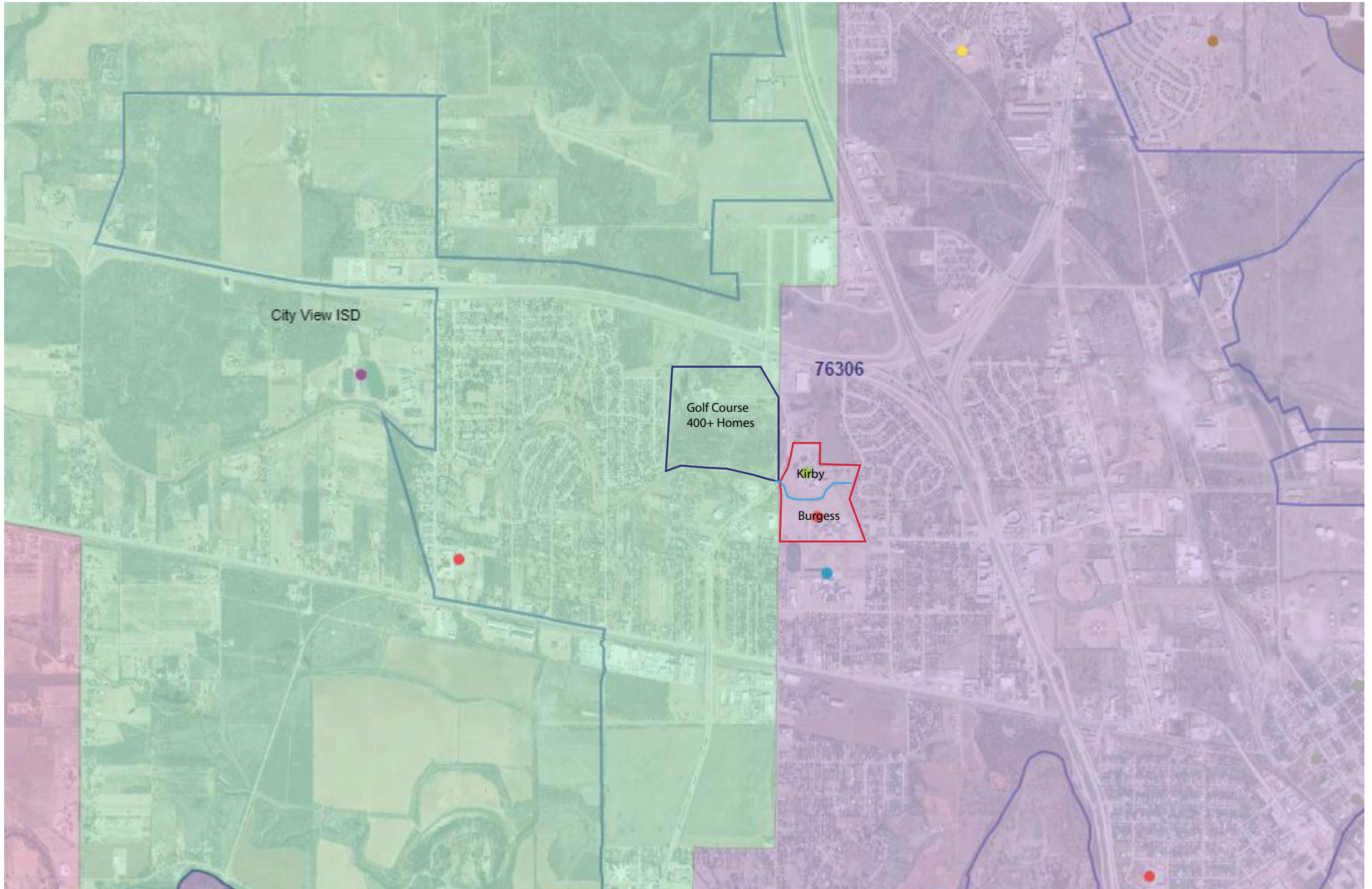
STATE OF TEXAS  
COUNTY OF WICHITA  
Before me, the undersigned authority, on this day personally appeared Mr. Calvin Ashley, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that he executed the same for the purpose and considerations therein expressed and in the capacity therein stated.  
Given under my hand and seal of office this 4 day of November, 1971  
*Ernest E. Pellard*  
Notary Public in and for Wichita County, Texas  
Ernest E. Pellard  
DIRECTOR OF PUBLIC WORKS

This plat, LYNWOOD WEST-SECTION III, BLOCKS 1 & 2 has been submitted to and considered by the Planning Board of the City of Wichita Falls, Texas and is hereby approved by such board.  
By: *O.C. Hayley, Jr.*  
CHAIRMAN  
By: *William L. Bangs*  
SECRETARY

Filed for Rec.  
11-15-71  
PLAT No. 337.4







**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Region 9 Education Service Center Contract for 2022-2023		
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer		
<b>Attachments:</b>	Summary of Fees 2022-2023 and Services Requested		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees accepts the recommendation to approve the multiple contracts for Fiscal Year 2022-2023 between Region 9 Service Center and Wichita Falls ISD for a total of \$267,432.78 as submitted by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

Twelve separate contracts/services are included in this agreement with Region 9 Service Center. This contract has been reviewed by the Executive Team and several directors for services within their respective oversight.

**Fiscal Note:**

This purchase is funded by multiple departments that are responsible for utilizing and overseeing the specific service/contract. Contracts that exceed \$100,000 require Board of Trustees approval per policy CH (Local).

# Region 9 ESC

## Summary of Fees 2022-2023

<b>Contracted Service</b>	<b>Cost of 2021-22</b>	<b>Cost of 2022-23</b>
	<b><u>Prior Year Services</u></b>	<b><u>Services</u></b>
<b><u>Administrative Services</u></b>		
Administrative Services Cooperative	\$3,500	\$3,500
Professional Development Coop	\$66,620.00	\$66,586.00
Asbestos/IPM Services Coop	\$5,700	\$5,700
<b><u>District Innovations</u></b>		
OnData Suite	\$5,610	\$8,028
Eduphoria! Data Disaggregation Tool	\$52,030	\$57,200
TEKSbank through Eduphoria!	\$9,400	\$6,690
<b><u>Federal Programs</u></b>		
Title III Non-Shared Services Agreement-English Language Acquisition	\$10,000	\$10,000
ESL Services Coop	\$700	\$700
On-line Safe Schools and Compliance Training	\$14,564.00	\$14,542.78
Human Resources Services Cooperative	\$10,588	\$10,588
<b><u>Future Ready</u></b>		
Curriculum Coop	\$71,898.00	\$71,898.00
<b><u>Technology Service</u></b>		
Instructional Technology Cooperative	\$12,000	\$12,000
<b>TOTALS</b>	<b>\$262,610.00</b>	<b>\$267,432.78</b>

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Skyward Finance Annual License Agreement
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer
<b>Attachments:</b>	2022-2023 Skyward Finance Invoice

Action Needed       Future Action       Information       Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees renew the Skyward Finance Annual License Agreement for the 2022-2023 fiscal year, as recommended by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation**

Wichita Falls Independent School District utilizes Skyward Finance for the management of District funds, as well as for Payroll, HR, Inventory, Fixed Assets, and PEIMS. The Skyward Finance invoice for the 2022-2023 fiscal year in the amount of \$110,317 is attached.

**Fiscal Note:**

Expenditures exceeding \$100,000 and multi-year agreements require Board approval per Policy CH (Local).



WICHITA FALLS ISD  
 ATTN: ACCOUNTS PAYABLE  
 1104 BROAD STREET  
 WICHITA FALLS, TX 76301-4412

**Invoice Detail**

**Invoice #** 0000216724  
**Invoice Date** 07/01/2022  
**Due Date** 07/15/2022  
**Invoice Total** 110,317.00

<u>Qty.</u>	<u>Item Description</u>	<u>Unit Price</u>	<u>Extension</u>
1.00	FINANCIAL MANAGEMENT ANNUAL LICENSE FEE	26,037.0000	26,037.00
1.00	PAYROLL ANNUAL LICENSE FEE	14,835.0000	14,835.00
1.00	TRUE TIME ANNUAL LICENSE FEE	12,625.0000	12,625.00
1.00	EMPLOYEE ACCESS ANNUAL LICENSE FEE	9,471.0000	9,471.00
1.00	FIXED ASSETS ANNUAL LICENSE FEE	9,471.0000	9,471.00
1.00	INVENTORY ANNUAL LICENSE FEE	9,471.0000	9,471.00
1.00	EMPLOYEE MANAGEMENT ANNUAL LICENSE FEE	7,891.0000	7,891.00
1.00	SUBSTITUTE TRACKING ANNUAL LICENSE FEE	6,945.0000	6,945.00
1.00	SCHOOL BASED ACTIVITY ACCOUNTING ANNUAL LICENSE FEE	6,404.0000	6,404.00
1.00	FAST TRACK ANNUAL LICENSE FEE	4,736.0000	4,736.00
1.00	PEIMS FINANCE ANNUAL LICENSE FEE	4,736.0000	4,736.00
1.00	SALARY NEGOTIATIONS ANNUAL LICENSE FEE	4,736.0000	4,736.00
-1.00	CREDIT - FINANCIAL MANAGEMENT ANNUAL LICENSE FEE	7,041.0000	-7,041.00

Annual License Fees: 07/1/2022 - 06/30/2023

\*\*\*INVOICE REVISION 7/14/2022\*\*\*

Reduced Licenses as approved by Ray A. & Tom K.

**Total Extension: 110,317.00**

**REMIT TO:**

SKYWARD ACCOUNTING DEPT  
 2601 SKYWARD DRIVE  
 STEVENS POINT, WI 54482

**Invoice #** 0000216724  
**Invoice Date** 07/01/2022  
**Payor** WICHITA FALLS ISD  
**Due Date** 07/15/2022 (WICHITX 000)

**Invoice Amount: 110,317.00**  
**Remit Amount:**

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Purchase of SOLIDWORKS® Software
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer
<b>Attachments:</b>	None
<input type="checkbox"/> Action Needed <input checked="" type="checkbox"/> Future Action <input type="checkbox"/> Presentation <input type="checkbox"/> Report	

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees award the purchase of SOLIDWORKS® to Lab Resources for \$5,920 for three years of access, as submitted by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

Quotes from Lab Resources were obtained for the renewal of software historically utilized by all high school campuses and upper level Engineering students at the Career Education Center. This software is the industry standard for software for both colleges and manufacturers. SOLIDWORKS® single year renewal rates were compared to three-year renewal pricing. The recommended quote utilizes Region 7 Purchasing Cooperative Contract VOCA2122 Vocational Equipment and Supplies.

Lab Resources	Number of Seats	Contract Length	One-time Cost	Cost per Seat, per School Year
SOLIDWORKS® S-Pack	60	3 Years	\$5,920.00	\$32.89
SOLIDWORKS® S-Pack	60	1 Year	\$2,493.00	\$41.55
SOLIDWORKS® Bundle	100	1 Year	\$4,701.00	\$47.01

**Fiscal Note:**

This purchase will be made from general operating funds from Career and Technology Education budget. Multi-year agreements require Board of Trustees approval per policy, CH Local.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	RFP 23-04 Catalog Bid for Local Retail Prepared Food
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer
<b>Attachments:</b>	None
<input type="checkbox"/> Action Needed <input checked="" type="checkbox"/> Future Action <input type="checkbox"/> Information <input type="checkbox"/> Report	

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees award RFP 23-04 Catalog Bid for Local Retail Prepared Food (Restaurant, Catering, Baked Goods, Etc) to three (3) vendors listed on the attached for a period of two (2) years beginning August 16, 2022, through August 31, 2024, as submitted by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

RFP 23-04 was advertised twice in the Times Record News, and issued on WFISD’s electronic bidding platform. Twenty-three (23) registered vendors received notification of bid, and forty-five (45) were invited by direct email and/or phone invitation. The solicitation information was accessed by eight vendors with three (3) submitting a response. Responses were evaluated by Lauren Zotz, Director of Purchasing, and Matthew Cameron, Purchasing Specialist II. Due to low vendor participation, a supplementary RFP solicitation will be issued with additional phone or in-person outreach to local vendors in order for campuses and departments to have a greater variety in food choices for meetings and events.

<b>Vendor Name</b>	<b>City, State</b>	<b>Local Location</b>	<b>RFP Score</b>
Jason’s Deli	Fort Worth, Texas	2907 Garnett Avenue	100
McAlister’s Deli	Dallas, Texas	3900 Call Field Road	100
Pizza Hut	Wichita, Kansas	ALL 4 Wichita Falls Locations	100

**Fiscal Note:**

Expenditures are from the respective campus/department budgets. This is a multi-year contract which requires the Board of Trustees approval per policy, CH Local.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	RFP 23-06 Catalog for Awards, Trophies, Plaques and Related Goods		
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer		
<b>Attachments:</b>	23-06 Attachment A – List of Vendors		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Information	<input type="checkbox"/> Report

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees award RFP 23-06 Catalog Bid for Awards, Trophies, Plaques and Related Goods to eight (8) vendors, as outlined on the attached, for a period of two (2) years beginning September 1, 2022, through August 31, 2024, as submitted by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

RFP 23-06 was advertised twice in the Times Record News and issued on WFISD’s electronic bidding platform. Ninety-five (95) vendors received email notification of the bid opportunity, twenty (20) vendors accessed the bid, eight (8) vendors submitted a valid response, and two (2) vendors submitted invalid responses and were disqualified based on commodity not matching. Vendor responses were evaluated by Lauren Zotz, Director of Purchasing, and Matthew Cameron, Purchasing Specialist II.

**Fiscal Note:**

Expenditures are from the respective campus/department budgets. This is a multi-year contract which requires the Board of Trustees approval per policy, CH Local.

Event Number Event 23-06  
 Title CATALOG: Awards, Trophies, Plaques and Related Goods  
 All successful vendors scoring 70 or higher will be included for award and available  
 District purchasing effective:  
 September 1, 2022, through August 31, 2024.

Event Type: Catalog RFP  
 Published: 7/8/2022 06:01:00 AM (CT)  
 Submission Deadline: 7/29/2022 12:00:00 PM (CT)

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WFISD Board of Education reserves the right to reject any or all bids.

Products INCLUDE INDIVIDUAL AWARDS, TEAM AWARDS, PLAQUES, TROPHIES FOR ALL CATEGORIES, AND SIMILAR PRODUCTS and EXCLUDES YEARBOOK CATEGORIES.

WFISD makes no promise or guarantee to order.

Responding Supplier:	City:	State:	Score:	Commodity Match:
4l'imprint	Oshkosh	WI	100	YES
Branded1st.com	Carrollton	TX	100	YES
Jostens, Inc.	Minneapolis	MN	100	YES
Music in Motion, Inc.	Plano	TX	100	YES
OTC Direct, Inc. (Oriental Trading Company)	Omaha	NE	100	YES
Quill LLC (Staples)	Lincolnshire	IL	100	YES
SportsCenter	Wichita Falls	TX	100	YES
The Master Teacher	Manhattan	KS	100	YES
Precision Business Machines	DeSoto	TX	0	NO
Sew Much Fun	Coppell	TX	0	NO

**WICHITA FALLS ISD BOARD OF TRUSTEES**

**August 8, 2022**

<b>Agenda Item:</b>	RFP # 23-07 Purchase of Six (6) New Buses			
<b>Administrator Responsible:</b>	Judith Whittington, Interim Chief Financial Officer			
<b>Attachments:</b>	None			
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report	

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees award RFP #23-07 for the Purchase of Six (6) New School Buses to Rush Bus Centers for four (4) Activity Buses for \$168,968.00 (\$675,872.00 total), and to Thomas Bus Group for two (2) school buses (with passenger lifts) for \$118,500.00 each (\$237,000.00 total) for a grand total of \$912,872.00 as submitted by Judith Whittington, Interim Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

RFP 23-07 was advertised twice in the Times Record News and issued on WFISD’s electronic bidding platform. Twenty-one (21) vendors received email notification of the bid opportunity, four (4) vendors accessed the bid, and two (2) submitted proposals. Vendor proposals were evaluated by Lauren Zotz, Director of Purchasing, Scot Hafley, Director of Athletics, and bus specifications were reviewed by Durham General Manager Brian Gibson.

The committee recommends awarding the purchase of four (4), 84-Passenger School Buses ("Activity Bus") to Rush Bus Centers. The committee recommends awarding two (2), 53-Passenger School Buses with passenger lift to Thomas Bus Texas. Splitting the purchases between these two vendors saves the District \$22,954.00, and also provides the best lead time for all six buses to purchase.

	Rush Bus Centers San Antonio, Texas		Thomas Bus Group Houston, Texas	
	Pricing and Lead Time ARO	RFP Score	Pricing and Lead Time ARO	RFP Score
<b>Qty 4, 84-Passenger School Bus ("Activity Bus")</b>	<b>\$168,968 each \$ 675,872 total 250 days ARO</b>	<b>100.00</b>	\$177,250 each \$ 709,000 total 360 days ARO	97.20
<b>Qty 2, 53-Passenger School Bus (with passenger lift)</b>	\$129,977 each \$ 259,954 total 360 days ARO	94.70	<b>\$118,500 each \$ 237,000 total 250 days ARO</b>	<b>100.00</b>

**Fiscal Note:**

These buses will be purchased out of budgeted funds. This purchase exceeds \$100,000 and requires the Board of Trustees approval per policy, CH Local.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Quote #23-0003 Web Filter Hardware and Subscription
<b>Administrator Responsible:</b>	Curtis Shahan, Technology Director
<b>Attachments:</b>	None
<input checked="" type="checkbox"/> Action Needed <input type="checkbox"/> Future Action <input type="checkbox"/> Presentation <input type="checkbox"/> Report	

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees award Quote 23-0003 for Web Filter Hardware and Subscription to ContentKeeper c/o BorderLAN for \$112,822.10 (paid \$37,607.36 per year for three years) as submitted by Curtis Shahan, Technology Director and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

Four quotes pertaining to the purchase of the Web Filter hardware subscription were received from three (3) vendors. ContentKeeper, iBoss and Lightspeed. The recommended quote utilizes TIPS Contract 210101 Technology Solutions, Products and Services.

Vendor	City	Annual Payment	Total Contract
ContentKeeper (3 year)	Anaheim, CA	\$37,607.36	\$112,822.10 3-year commitment
iBoss (3 year)	Boston, MA	\$43,795.58	\$131,386.86 3-year commitment
iBoss (1 year)	Boston, MA	\$46,355.09	1 Year Price Only
Lightspeed (4 year)	Austin, TX	One payment of \$250,505.50 (\$62,626.38 annual for 4 years)	\$250,505.50 4-year commitment

**Fiscal Note:**

This purchase will be made from general operating funds from Technology budget. Multi-year agreements require Board of Trustees approval per policy, CH Local.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Local Policy Changes as a Result of WFISD’s New District of Innovation Plan		
<b>Administrator Responsible:</b>	Debby Patterson, Executive Director of School Administration		
<b>Attachments:</b>	Student Discipline: Out of School Suspension FOB (LOCAL) Community Relations: Conduct on School Premises GKA (LOCAL)		
_____ Action Needed	___ <b>X</b> ___ Future Action	_____ Presentation	_____ Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees add, revise, or delete local policies as a result of the district’s new District of Innovation Plan for 2022-2027 as submitted by Debby Patterson, Executive Director of School Administration and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

FOB (LOCAL) and GKA (LOCAL) are being submitted to add language to reflect that the district is exempt from certain requirements. New language in FOB (LOCAL) concerns the use of out of school suspension for students coded as homeless. New language in GKA (LOCAL) now gives the district authority to refuse entry or eject a person from property under the District’s control without a warning or written notice. The District of Innovation plan was adopted on May 16, 2022.

New language has been provided by TASB.

**Fiscal Note:**

None.

### ADD POLICY

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**Note:** This local policy has been revised in accordance with the District's [innovation plan](#).<sup>1</sup>

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In accordance with the District's innovation plan, the District shall be exempt from the state law that limits the use of out-of-school suspension for a student who is homeless. If adequate housing for the student is determined to be available and is being used by the student, and the administration and the District's homeless liaison verify the student's housing situation, an administrator may use out-of-school suspension as a discipline technique.

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<sup>1</sup> Innovation Plan: <http://www.wfisd.net/Page/20552>

## PROPOSED REVISIONS

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**Note:** This local policy has been revised in accordance with the District's [innovation plan](#).<sup>1</sup>

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### 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 the District's innovation plan, a District official shall have authority to refuse entry or eject a person from property under the District's control without a warning or written notice.](#)

~~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 and e-cigarettes 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 handgun license holder 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]

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<sup>1</sup> Innovation Plan: <http://www.wfisd.net/Page/20552>

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Adoption of 2022-2023 Student Code of Conduct
<b>Administrator Responsible:</b>	Debby Patterson, Executive Director of School Administration
<b>Attachments:</b>	Student Code of Conduct

Action Needed       Future Action       Presentation       Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees review and adopt the 2022-2023 Student Code of Conduct as submitted by Debby Patterson, Executive Director of School Administration, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Wichita Falls ISD**  
**Student Code of Conduct**  
**2022–2023**

If you have difficulty accessing the information in this document because of disability, please contact the WFISD Community Relations Office at (940)235-1004.

## Wichita Falls ISD Campus Behavior Coordinators

<b>High Schools</b>	<b>Email address</b>	<b>Phone (940)</b>	<b>Principal/AP</b>
Hirschi Int'l Baccalaureate	dalbus@wfid.net	235-1070 x 30002	Doug Albus
	<u>tdarmstrong@wfid.net</u>	x 30005	Travis Armstrong
	kstutz@wfid.net	x 30006	Kim Jans-Stutz
	wmoulds@wfid.net	X 30004	Wendy Moulds
Rider High	cblair@wfid.net	235-1077 x 31002	Cody Blair
	tfarris@wfid.net	x 31013	Troy Farris
	<u>fwood@wfid.net</u>	x 31005	Falesha Wood
	smacunningham@wfid.net	x 31006	Shannon Cunningham
Wichita Falls High	thradtke@wfid.net	x 31004	TiAda Radtke
	cnash@wfid.net	235-1084 x 32002	Christy Nash
	<u>lludtke@wfid.net</u>	x 32005	Larry Ludtke
	tdavis@wfid.net	x 32013	Tami Davis
<b>Middle Schools</b>	plmoore@wfid.net	x 32004	Patrick Moore
	nmims@wfid.net	x 32006	Nicholas Mims
Barwise Middle School	pbraveboy@wfid.net	235-1108 x 40002	Peter Braveboy
	rdavenport@wfid.net	x 40027	Roy Davenport
	clfreeman@wfid.net	x 40004	Christopher Freeman
	bdeleon@wfid.net	x 40005	Brenda DeLeon
Kirby Middle School	<u>acalliste@wfid.net</u>	235-1113 x 41002	Alston Calliste
	msilva@wfid.net	x 41004	Melissa Silva
	<u>swatson@wfid.net</u>	x 41005	Suzanne Watson
McNiel Middle School	sbynum@wfid.net	235-1118 x 42002	Summer Bynum
	rforney@wfid.net	x 42006	Robert Forney
	jmccartney@wfid.net	x 42005	Jackie McCartney
	kfrazier@wfid.net	x 42004	Katherine Frazier
<b>Elementary Campuses</b>			
Brook Village Early CH	lwillis@wfid.net	235-1132 x 51002	Letitia Willis
Burgess	jshill@wfid.net	235-1136 x 52002	Jeff Hill
	kgates@wfid.net	x 52004	Kelli Gates
Crockett	lbcoyle@wfid.net	235-1140 x 53002	Lydia Coyle
	adthomas@wfid.net	x 53004	Ashley D. Thomas
Cunningham	<u>asimmons@wfid.net</u>	235-1144 x 54002	Amy Simmons
	ralfert@wfid.net	x 54004	Rebecca Alfert
Fain	<u>bmcsweeney@wfid.net</u>	235-1148 x 55002	Danielle McSweeney
	ftarver@wfid.net	x 55004	Frank Tarver
Farris Early Childhood	ptinker@wfid.net	235-4302 x 68002	Paula Tinker
Continued on next page			

Fowler	ammartin@wfid.net	235-1152 x 56002	Alexandra Martin
	aawtrey@wfid.net	x 56004	Amanda Awtrey
Franklin	amurdock@wfid.net	235-1156 x 57002	Ashley Murdock
	mstone@wfid.net	x 57004	Molly Stone
Haynes	tbrowne@wfid.net	235-1160 x 58002	Tristan Browne
Jefferson	eadkins@wfid.net	235-1168 x 60002	Erica Adkins
	kroberts@wfid.net	x 60004	Kelli Roberts
Lamar	agarcia@wfid.net	235-1172 x 61002	Amanda Garcia
	camiller@wfid.net	x 61004	Chrystal Miller
Milam	gayers@wfid.net	235-1176 x 62002	Gena Ayers
	clcook@wfid.net	x 62004	Cassandra Cook
Scotland Park	lscott@wfid.net	235-1180 x 63002	Laura Scott
	kheathington@wfid.net	x 63004	Kelli Heathington
Sheppard	cwaddell@wfid.net	235-1184 x 65002	Cindy Waddell
	ltaylor@wfid.net	x 65014	Lauryn Taylor
Southern Hills	khunter@wfid.net	235-1188 x 64002	Kacy Hunter
	kheinlein@wfid.net	x 64004	Kayla Heinlein
Washington, Booker T.	arooney@wfid.net	235-1196 x 67002	Angela Rooney
	ssanfordlewis@wfid.net	x 67004	Synquis Lewis
West Foundation	ksmith@wfid.net	235-1192 x 66002	Kim Smith
	jwjacobs@wfid.net	x 66004	Jared Jacobs
Zundy	rhernandez@wfid.net	235-1123 x 59002	Rebecca Hernandez
	jbaka@wfid.net	x 59004	Joseph Baka
<b>Alternative Campuses</b>			
Career Education Ctr.	skirby@wfid.net	235-1091 x 33002	Synthia Kirby
	jspurgers@wfid.net	x 33004	Jennifer Spurgers
Denver Alternative Ctr.	lnichols@wfid.net	235-1101 x 35002	Linda Nichols
JJAEP/ Juvenile Det.	rbryant@wfid.net	766-8225 x 6033	Russell Bryant

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## **Student Code of Conduct**

### **Accessibility**

If you have difficulty accessing the information in this document because of disability, please contact the Community Relations Office at (940) 235-1004.

### **Purpose**

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

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

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

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

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

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

## **School District Authority and Jurisdiction**

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

The district has disciplinary authority over a student:

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

### **Campus Behavior Coordinator**

As required by law, a person at each campus must be designated to serve as the campus behavior coordinator. The designated person may be the principal or any other campus administrator selected by the principal. The campus behavior coordinator is primarily responsible for maintaining student discipline. In accordance with the District's state approved innovation plan, WFISD is exempt from the state law requiring that a single administrator be designated as campus behavior coordinator. All campus administrators in WFISD are responsible for discipline management. See policy FO(LOCAL). For terminology clarification throughout this document, 'principal', 'campus administration', 'appropriate administrator', and 'campus behavior coordinator' hold the same meaning as it pertains to discipline management. A list of campus administrators including email addresses and phone numbers can be found on the district's website and the first page of this code.

### **Threat Assessment and Safe and Supportive School Team**

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

## **Searches**

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

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

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

## **Reporting Crimes**

School administration, as appropriate, shall report crimes as required by law and shall call local law enforcement when an administrator suspects that a crime has been committed on campus.

## **Security Personnel**

To ensure the security and protection of students, staff, and property, the board employs a chief of police and police officers. In accordance with law, the board has coordinated with the campus behavior coordinator and other district employees to ensure appropriate law enforcement duties are assigned to security staff and not tasked with behavioral or administrative duties better addressed by other district employees. The law enforcement duties of district peace officers are listed in policy CKE(LOCAL).

## **“Parent” Defined**

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

## **Participating in Graduation Activities**

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

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

The valedictorian and salutatorian may have speaking roles at graduation while other eligible students may give opening and closing remarks. These students will be notified by the campus principal. No student shall be eligible to have such a speaking role if he or she engaged in any misconduct that resulted in an out-of-school suspension, removal to a DAEP, or expulsion during the semester immediately preceding graduation.

See **DAEP—Restrictions During Placement** on page 21 for information regarding a student assigned to DAEP at the time of graduation.

## **Unauthorized Persons**

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

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

## *School District Authority and Jurisdiction*

Should the inappropriate behavior be such that immediate action must be taken by the administrator or officer, the board approved DOI plan exempts WFISD from the otherwise required warning to the offender. (See policy series GKA).

Appeals regarding refusal of entry or ejection from district property may be filed in accordance with policies FNG(LOCAL) or GF(LOCAL), as appropriate. However, the timelines for the district's grievance procedures shall be adjusted as necessary to permit the person to address the board in person within 90 calendar days, unless the complaint is resolved before a board hearing.

## **Standards for Student Conduct**

Each student is expected to:

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

## **General Conduct Violations**

The categories of conduct below are prohibited at school, in vehicles owned or operated by the district, and at all school-related activities, but the list does not include the most severe offenses. In the subsequent sections on **Out-of-School Suspension** on page 15, **DAEP Placement** on page 17, **Placement and/or Expulsion for Certain Offenses** on page 24, and **Expulsion** on page 27, those offenses that require or permit specific consequences are listed. Any offense, however, may be severe enough to result in **Removal from the Regular Educational Setting** as detailed on page 14.

### **Disregard for Authority**

Students shall not:

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

### **Mistreatment of Others**

Students shall not:

- Use profanity or vulgar language or make obscene gestures.
- Fight or scuffle. (For assault, see **DAEP—Placement and/or Expulsion for Certain Offenses** on page 24.)
- Threaten a district student, employee, or volunteer, including off school property if the conduct causes a substantial disruption to the educational environment.
- Engage in bullying, cyberbullying, harassment, or making hit lists. (See **glossary** for all four terms.)
- Release or threaten to release intimate visual material of a minor or a student who is 18 years of age or older without the student's consent.
- Engage in sexual or gender-based harassment or sexual abuse, whether by word, gesture, or any other conduct directed toward another person, including a district student, employee, board member, or volunteer.
- Engage in conduct that constitutes dating violence. (See **glossary**.)
- Engage in inappropriate or indecent exposure of private body parts.
- Participate in hazing. (See **glossary**.)
- Coerce an individual to act through the use or threat of force.
- Commit extortion or blackmail.
- Engage in inappropriate verbal, physical, or sexual conduct directed toward another person, including a district student, employee, or volunteer.
- Record the voice or image of another without the prior consent of the individual being recorded or in any way that disrupts the educational environment or invades the privacy of others.

## **Property Offenses**

Students shall not:

- Damage or vandalize property owned by others. (For felony criminal mischief, see **DAEP— Placement and/or Expulsion for Certain Offenses** on page 24.)
- Deface or damage school property, including textbooks, technology and electronic resources, lockers, furniture, and other equipment, with graffiti or by other means.
- Steal from students, staff, or the school.
- Commit or assist in a robbery or theft, even if it does not constitute a felony according to the Penal Code. (For felony robbery, aggravated robbery, and theft, see **DAEP— Placement and/or Expulsion for Certain Offenses** on page 24.)
- Enter, without authorization, district facilities that are not open for operations.

## **Possession of Prohibited Items**

Students shall not possess or use:

- Fireworks of any kind, smoke or stink bombs, or any other pyrotechnic device;
- A razor, box cutter, chain, or any other object used in a way that threatens or inflicts bodily injury to another person;
- A “look-alike” weapon that is intended to be used as a weapon or could reasonably be perceived as a weapon;
- An air gun or BB gun;
- Ammunition;
- A hand instrument designed to cut or stab another by being thrown;
- A firearm silencer or suppressor;
- \*A location-restricted knife;
- \*A club;
- \*A firearm;
- A stun gun;
- Knuckles;
- A pocketknife or any other small knife;
- Mace or pepper spray;
- Pornographic material;
- Tobacco products, cigarettes, e-cigarettes, and any component, part, or accessory for an e-cigarette device;
- Matches or a lighter;
- A laser pointer, unless it is for an approved use; or
- Any articles not generally considered to be weapons, including school supplies, when the principal or designee determines that a danger exists.

\*For weapons and firearms, see **DAEP—Placement and/or Expulsion for Certain Offenses** on page 24. In many circumstances, possession of these items is punishable by mandatory expulsion under federal or state law.

### **Possession of Telecommunications or Other Electronic Devices**

Students shall not:

- Use a telecommunications device, including a cell phone, or other electronic device in violation of district and campus rules.

TEA prohibits having cell phones on during administration of any state-mandated assessment, and a student’s assessment will be marked invalid if use of a phone is discovered.

### **Illegal, Prescription, and Over-the-Counter Drugs**

Students shall not:

- Possess, use, give, or sell alcohol or an illegal drug. (Also see **DAEP Placement** on page 18 and **Expulsion** on page 27 for mandatory and permissive consequences under state law.)
- Possess or sell seeds or pieces of marijuana in less than a usable amount.
- Possess, use, give, or sell paraphernalia related to any prohibited substance. (See **glossary** for “paraphernalia.”)
- Possess, use, abuse, or sell look-alike drugs or attempt to pass items off as drugs or contraband.
- Abuse the student’s own prescription drug, give a prescription drug to another student, or possess or be under the influence of another person’s prescription drug on school property or at a school-related event. (See **glossary** for “abuse.”)
- Abuse over-the-counter drugs. (See **glossary** for “abuse.”)
- Be under the influence of prescription or over-the-counter drugs that cause impairment to body or mind. (See **glossary** for “under the influence.”)
- Have or take prescription drugs or over-the-counter drugs at school other than as provided by district policy.

### **Misuse of Technology Resources and the Internet**

Students shall not:

- Violate policies, rules, or agreements signed by the student or the student’s parent regarding the use of technology resources.
- Attempt to access or circumvent passwords or other security-related information of the district, students, or employees or upload or create computer viruses, including off school property if the conduct causes a substantial disruption to the educational environment.
- Attempt to alter, destroy, or disable district technology resources including, but not limited to, computers and related equipment, district data, the data of others, or other networks connected to the district’s system, including off school property if the conduct causes a substantial disruption to the educational environment.
- Use the internet or other electronic communications to threaten or harass district students, employees, board members, or volunteers, including off school property if the conduct

causes a substantial disruption to the educational environment or infringes on the rights of another student at school.

- Send, post, deliver, or possess electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal, including cyberbullying and "sexting," either on or off school property, if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.
- Use the internet or other electronic communication to engage in or encourage illegal behavior or threaten school safety, including off school property if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.

### **Safety Transgressions**

Students shall not:

- Possess published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety.
- Engage in verbal (oral or written) exchanges that threaten the safety of another student, a school employee, or school property.
- Make false accusations or perpetrate hoaxes regarding school safety.
- Engage in any conduct that school officials might reasonably believe will substantially disrupt the school program or incite violence.
- Throw objects that can cause bodily injury or property damage.
- Discharge a fire extinguisher without valid cause.

### **Miscellaneous Offenses**

Students shall not:

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

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

## **Discipline Management Techniques**

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

### **Students with Disabilities**

The discipline of students with disabilities is subject to applicable state and federal law in addition to the Student Code of Conduct. In the event of any conflict, the district shall comply with federal law. For more information regarding discipline of students with disabilities, see policy FOF(LEGAL).

In accordance with the Education Code, a student who receives special education services may not be disciplined for conduct meeting the definition of bullying, cyberbullying, harassment, or making hit lists (see **glossary**) until an ARD committee meeting has been held to review the conduct.

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

### **Techniques**

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

- Verbal correction, oral or written.
- Cooling-off time or a brief "time-out" period, in accordance with law.
- Seating changes within the classroom or vehicles owned or operated by the district.
- Temporary confiscation of items that disrupt the educational process.
- Rewards or demerits.
- Behavioral contracts.
- Counseling by teachers, school counselors, or administrative personnel.
- Parent-teacher conferences.
- Behavior coaching.
- Anger management classes.
- Mediation (victim-offender).
- Grade reductions for cheating, plagiarism, and as otherwise permitted by policy.
- Detention, including outside regular school hours.
- Sending the student to the office, another assigned area, or to in-school suspension.

- Assignment of school duties, such as cleaning or picking up litter.
- Withdrawal of privileges, such as participation in extracurricular activities, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations.
- Penalties identified in student organizations' extracurricular standards of behavior.
- Restriction or revocation of district transportation privileges.
- School-assessed and school-administered probation.
- Out-of-school suspension, as specified in **Out-of-School Suspension** on page 15.
- Placement in a DAEP, as specified in **DAEP** on page 17.
- Expulsion and/or placement in an alternative educational setting, as specified in **Placement and/or Expulsion for Certain Offenses** on page 24.
- Expulsion, as specified in **Expulsion** on page 27.
- Referral to an outside agency or legal authority for criminal prosecution in addition to disciplinary measures imposed by the district.
- Other strategies and consequences as determined by school officials.

### **Prohibited Aversive Techniques**

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

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

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

### **Notification**

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

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

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

### **Appeals**

Questions from parents regarding disciplinary measures should be addressed to the teacher, campus administration, or campus behavior coordinator, as appropriate. Appeals or complaints regarding the use of specific discipline management techniques should be addressed in accordance with policy FNG(LOCAL). A copy of the policy may be obtained from the principal's office, the campus behavior coordinator's office, or the central administration office or through Policy On Line at the following address: <https://pol.tasb.org/Home/Index/1228>.

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

## **Removal from the School Bus**

Although Durham Transportation is authorized and generally initiates all corrective action involving incidents occurring on the bus, a bus driver may refer a student to the appropriate campus administrator's office to maintain effective discipline on the bus. The administrator must employ additional discipline management techniques, as appropriate, which can include restricting or revoking a student's bus riding privileges.

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

Students who ride the school bus are expected to abide by the following rules:

1. Students will become familiar with their bus schedule and route.
2. Students will ride only on their assigned school bus. Students will board and get off the bus at the nearest bus stop to their residence, or at some other place as assigned by the transportation manager. The principal must approve any exception.
3. Students who are not eligible to ride the bus may not ride home with a friend who is eligible to ride the bus.
4. Students must be on time at their bus stop. The bus will not wait for a tardy passenger.
5. Students must not stand in the street or roadway while waiting for the bus. Students will wait a safe distance from the curb and allow the bus sufficient room to stop.
6. Students must obey the bus driver or aide promptly and with a respectful, satisfactory attitude.
7. Unnecessary conversation with the driver is prohibited.
8. Outside of ordinary conversation as a passenger, classroom conduct will be observed.
9. Smoking or tobacco products of any kind are not permitted on the bus.
10. Bottle or can drinks, candy, gum, snacks or other similar items will not be consumed on the bus.
11. Students will not throw waste paper or other litter on the floor of the bus or throw objects inside or outside of the bus.
12. Students will not extend their arms or heads out of the bus at any time.
13. Profane or vulgar language or gestures will not be tolerated.
14. Students are prohibited from carrying tape recorders, radios, other audio-mechanical devices, music boxes, or weapons.
15. Students will remain in their seats and not move around from one seat to another.
16. Horseplay is not permitted.
17. Private transportation arrangements will need to be made for a student who brings to school or takes home from school large, heavy, bulky items that cannot be held in the student's lap or placed under the seat. Items are not allowed in the aisle or to occupy a seat.

## **Removal from the Regular Educational Setting**

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

### **Routine Referral**

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

### **Formal Removal**

A teacher may initiate a formal removal from class if:

1. A student's behavior has been documented by the teacher as repeatedly interfering with the teacher's ability to teach the class or with other students' ability to learn; or
2. The behavior is so unruly, disruptive, or abusive that the teacher cannot teach, and the students in the classroom cannot learn.

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

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

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

- Another appropriate classroom.
- In-school suspension.
- Out-of-school suspension.
- DAEP.

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

### **Returning a Student to the Classroom**

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

A student who has been formally removed by a teacher for any other conduct may be returned to the teacher's class without the teacher's consent if the placement review committee determines that the teacher's class is the best or only alternative available.

## **Out-of-School Suspension**

### **Misconduct**

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

The district shall not use out-of-school suspension for students in grade 2 or below unless the conduct meets the requirements established in law.

A student below grade 3 or a student who is verified homeless at the time of the offense (per current District of Innovation Plan), shall not be placed in out-of-school suspension unless, while on school property or while attending a school-sponsored or school-related activity on or off school property, the student engages in:

- Conduct that contains the elements of a weapons offense, as provided in Penal Code sections 46.02 or 46.05;
- Conduct that contains the elements of assault, sexual assault, aggravated assault, or aggravated sexual assault, as provided by the Penal Code; or
- Selling, giving, or delivering to another person or possessing, using, or being under the influence of any amount of marijuana, an alcoholic beverage, or a controlled substance or dangerous drug as defined by federal or state law.

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

### **Process**

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

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

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

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

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

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

### **Coursework During Suspension**

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

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

## **Disciplinary Alternative Education Program (DAEP) Placement**

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

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

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

A student who is court ordered to JJAEP for an offense that otherwise would have resulted in a DAEP placement does not have to be placed in a DAEP in addition to the JJAEP placement.

In deciding whether to place a student in a DAEP, regardless of whether the action is mandatory or discretionary, the campus behavior coordinator shall take into consideration:

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

### **Discretionary Placement: Misconduct That May Result in DAEP Placement**

A student may be placed in a DAEP for behaviors prohibited in the General Conduct Violations section of this Code.

#### **Misconduct Identified in State Law**

In accordance with state law, a student **may** be placed in a DAEP for any of the following offenses:

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

In accordance with state law, a student **may** be placed in a DAEP if the superintendent or the superintendent's designee has reasonable belief (see **glossary**) that the student engaged in conduct punishable as a felony, other than aggravated robbery or those listed as offenses in

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Title 5 (see **glossary**) of the Penal Code, that occurs off school property and not at a school-sponsored or school-related event, if the student's presence in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.

The campus behavior coordinator **may** place a student in a DAEP for off-campus conduct for which DAEP placement is required by state law if the administrator does not have knowledge of the conduct before the first anniversary of the date the conduct occurred.

### **Mandatory Placement: Misconduct That Requires DAEP Placement**

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

- Engages in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school. (See **glossary**.)
- Commits the following offenses on school property, within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
  - Engages in conduct punishable as a felony.
  - Commits an assault (see **glossary**) under Penal Code 22.01(a)(1).
  - Sells, gives, or delivers to another person or possesses, uses, or is under the influence of marijuana, a controlled substance, or a dangerous drug in an amount not constituting a felony offense. A student with a valid prescription for low-THC cannabis as authorized by Chapter 487 of the Health and Safety Code does not violate this provision. (School-related felony drug offenses are addressed in **Expulsion** on page 27.) (See **glossary** for "under the influence" "controlled substance," and "dangerous drug.")
  - Sells, gives, or delivers to another person an alcoholic beverage; commits a serious act or offense while under the influence of alcohol; or possesses, uses, or is under the influence of alcohol, if the conduct is not punishable as a felony offense. (School-related felony alcohol offenses are addressed in **Expulsion** on page 27.)
  - Behaves in a manner that contains the elements of an offense relating to abusable volatile chemicals.
  - Behaves in a manner that contains the elements of the offense of public lewdness or indecent exposure. (See **glossary**.)
  - Engages in conduct that contains the elements of an offense of harassment against an employee under Penal Code 42.07(a)(1), (2), (3), or (7).
- Engages in expellable conduct and is between six and nine years of age.
- Commits a federal firearms violation and is younger than six years of age.
- Engages in conduct that contains the elements of the offense of retaliation against any school employee or volunteer on or off school property. (Committing retaliation in combination with another expellable offense is addressed in **Expulsion** on page 27.)
- Engages in conduct punishable as aggravated robbery or a felony listed under Title 5 (see **glossary**) of the Penal Code when the conduct occurs off school property and not at a school-sponsored or school-related event and:
  1. The student receives deferred prosecution (see **glossary**),
  2. A court or jury finds that the student has engaged in delinquent conduct (see **glossary**), or

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3. The superintendent or designee has a reasonable belief (see **glossary**) that the student engaged in the conduct.

### **Sexual Assault and Campus Assignments**

A student shall be transferred to another campus if:

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

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

### **Process**

Removals to a DAEP shall be made by the campus behavior coordinator.

### **Conference**

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

At the conference, the campus behavior coordinator or appropriate administrator shall provide the student:

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

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

### **Consideration of Mitigating Factors**

In deciding whether to place a student in a DAEP, regardless of whether the action is mandatory or discretionary, the campus behavior coordinator shall take into consideration:

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

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### **Placement Order**

After the conference, if the student is placed in a DAEP, the campus behavior coordinator shall write a placement order. A copy of the DAEP placement order shall be sent to the student and the student's parent.

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

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

### **Coursework Notice**

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

### **Length of Placement**

The campus behavior coordinator shall determine the duration of a student's placement in a DAEP.

DAEP placements will be for 90 days with a possibility of early release at 20 days for the first placement of a school year, 30 days for the second placement and 45 for the third. The length of any subsequent assignments within one school year will be determined on a case by case basis. Outside extensions for each minimum requirement are rare but may be made based on the seriousness of the offense.

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

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

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

### **Exceeds One Year**

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

The statutory limitations on the length of a DAEP placement do not apply to a placement resulting from the board's decision to place a student who engaged in the sexual assault of another student so that the students are not assigned to the same campus.

### **Exceeds School Year**

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

For placement in a DAEP to extend beyond the end of the school year, the campus behavior coordinator or the board's designee must determine that:

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1. The student's presence in the regular classroom or campus presents a danger of physical harm to the student or others, or
2. The student has engaged in serious or persistent misbehavior (see **glossary**) that violates the district's Code.

### **Exceeds 60 Days**

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

### **Appeals**

Questions from parents regarding disciplinary measures should be addressed to the campus administration.

Student or parent appeals regarding a student's placement in a DAEP should be addressed in accordance with policy FNG(LOCAL). A copy of this policy may be obtained from the principal's office, the campus behavior coordinator's office, the central administration office, or through Policy On Line at the following link: [Policy Online](#).

Appeals shall begin at level one with the campus principal unless otherwise determined by the superintendent or his designee.

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

### **Restrictions During Placement**

State law prohibits a student placed in a DAEP for reasons specified in state law from attending or participating in school-sponsored or school-related extracurricular activities.

A student placed in a DAEP shall be provided transportation for the first placement of a school year unless he or she is a student with a disability who is entitled to transportation in accordance with the student's individualized education program (IEP) or Section 504 plan. It will be the parent's responsibility to provide transportation directly to the DAEP for subsequent placements.

For seniors who are eligible to graduate and are assigned to a DAEP at the time of graduation, the placement in the program shall continue through graduation, and the student shall not be allowed to participate in the graduation ceremony and related graduation activities.

### **Placement Review**

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

### **Additional Misconduct**

If during the term of placement in a DAEP the student engages in additional misconduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may

## *Disciplinary Alternative Education Program (DAEP) Placement*

be conducted, and the campus behavior coordinator may enter an additional disciplinary order as a result of those proceedings.

### **Notice of Criminal Proceedings**

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

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

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

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

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

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

### **Withdrawal During Process**

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

### **Newly Enrolled Students**

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

## *Disciplinary Alternative Education Program (DAEP) Placement*

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

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

### **Emergency Placement Procedure**

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

### **Transition Services**

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

## **Placement and/or Expulsion for Certain Offenses**

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

### **Registered Sex Offenders**

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

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

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

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

### **Review Committee**

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

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

### **Newly Enrolled Students**

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

### **Appeal**

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

### **Certain Felonies**

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

## *Placement and/or Expulsion for Certain Offenses*

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

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

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

### **Hearing and Required Findings**

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

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

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

### **Length of Placement**

The student is subject to the placement until:

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

### **Placement Review**

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

## *Placement and/or Expulsion for Certain Offenses*

### **Newly Enrolled Students**

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

## Expulsion

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

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

### Mandatory Expulsion: Misconduct That Requires Expulsion

A student **must** be expelled under federal or state law for any of the following offenses that occur on school property or while attending a school-sponsored or school-related activity on or off school property:

#### Under Federal Law

- Bringing to school or possessing at school, including any setting that is under the district's control or supervision for the purpose of a school activity, a firearm, as defined by federal law. (See **glossary**.)

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

#### Under the Penal Code

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

- Arson. (See **glossary**.)
- Murder, capital murder, or criminal attempt to commit murder or capital murder.
- Indecency with a child.
- Aggravated kidnapping.
- Aggravated robbery.
- Manslaughter.
- Criminally negligent homicide.
- Continuous sexual abuse of a young child or disabled individual.
- Behavior punishable as a felony that involves selling, giving, or delivering to another person or possessing, using, or being under the influence of marijuana, a controlled substance, a dangerous drug, or alcohol, or committing a serious act or offense while under the influence of alcohol.
- Engaging in retaliation against a school employee or volunteer combined with one of the above-listed mandatory expulsion offenses.

### **Under Age Ten**

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

### **Process**

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

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

- In-school suspension.
- Out-of-school suspension, (maximum of 3 days).
- DAEP, for students 17 and over while waiting on their expulsion hearing to be conducted.
- JJAEP, at the release from juvenile detention per MOU between WFISD and Department of Juvenile Justice.

### **Hearing**

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

1. Representation by the student's parent or another adult who can provide guidance to the student and who is not an employee of the district,
2. An opportunity to testify and to present evidence and witnesses in the student's defense, and
3. An opportunity to question the witnesses called by the district at the hearing.

After providing notice to the student and parent of the hearing, the district may hold the hearing regardless of whether the student or the student's parent attends.

The board of trustees delegates to the Director of School Administration authority to conduct hearings and expel students.

### **Board Review of Expulsion**

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

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

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

### **Expulsion Order**

Before ordering the expulsion, the board's designee shall take into consideration:

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

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

Not later than the second business day after the hearing, the Office of School Administration shall deliver, to the juvenile court officer, a copy of the expulsion order and the information required by Section 52.04 of the Family Code.

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

### **Length of Expulsion**

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

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

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

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

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

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

### **Withdrawal During Process**

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

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

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

### **Additional Misconduct**

If during the expulsion, the student engages in additional conduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and an additional disciplinary order issued as a result.

### **Restrictions During Expulsion**

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

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

### **Newly Enrolled Students**

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

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

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

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

1. The student is a threat to the safety of other students or district employees, or

2. Extended placement is in the best interest of the student.

### **Emergency Expulsion Procedures**

When an emergency expulsion is necessary to protect persons or property from imminent harm, the student shall be given verbal notice of the reason for the action. Within ten days after the date of the emergency expulsion, the student shall be given appropriate due process required for a student facing expulsion.

### **DAEP Placement of Expelled Students**

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

### **Transition Services**

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

## Glossary

**Abuse** is improper or excessive use.

**Aggravated robbery** is defined in part by Penal Code 29.03(a) as when a person commits robbery and:

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

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

**Arson** is defined in part by Penal Code 28.02 as a crime that involves:

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

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

**Breach of computer security** includes knowingly accessing a computer, computer network, or computer system without the effective consent of the owner as defined in Penal Code 33.02, if the conduct involves accessing a computer, computer network, or computer system owned by or operated on behalf of a school district and the student knowingly alters, damages, or deletes

school district property or information or commits a breach of any other computer, computer network, or computer system.

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

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

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

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

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

**Club** is defined by Penal Code 46.01 as an instrument, specially designed, made, or adapted for the purpose of inflicting serious bodily injury or death by striking a person with the instrument, and includes but is not limited to a blackjack, nightstick, mace, and tomahawk.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Firearm** is defined by federal law (18 U.S.C. 921(a)) as:

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

Such term does not include an antique firearm.

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

**Handgun** is defined by Penal Code 46.01 as any firearm that is designed, made, or adapted to be fired with one hand.

**Harassment** includes:

1. Conduct that meets the definition established in district policies DIA(LOCAL) and FFH(LOCAL);
2. Conduct that threatens to cause harm or bodily injury to another person, including a district student, employee, board member, or volunteer; is sexually intimidating; causes physical damage to the property of another student; subjects another student to physical confinement or restraint; or maliciously and substantially harms another student's physical or emotional health or safety, as defined in Education Code 37.001(b)(2); or
3. Conduct that is punishable as a crime under Penal Code 42.07, including the following types of conduct if carried out with the intent to harass, annoy, alarm, abuse, torment, or embarrass another:
  - a. Initiating communication and, in the course of the communication, making a comment, request, suggestion, or proposal that is obscene, as defined by law;
  - b. Threatening, in a manner reasonably likely to alarm the person receiving the threat, to inflict bodily injury on the person or to commit a felony against the person, a member of the person's family or household, or the person's property;
  - c. Conveying, in a manner reasonably likely to alarm the person receiving the report, a false report, which is known by the conveyor to be false, that another person has suffered death or serious bodily injury;
  - d. Sending repeated electronic communications in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another; and
  - e. Publishing on an internet website, including a social media platform, repeated electronic communications in a manner reasonably likely to cause emotional distress, abuse, or torment to another person, unless the communications are made in connection with a matter of public concern, as defined by law.

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

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

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

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

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

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

**Location-restricted knife** is defined by Penal Code 46.01 as a knife with a blade over five and one-half inches.

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

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

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

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

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

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

1. Clothing, purse, or backpack;
2. A private vehicle used for transportation to or from school or school-related activities, including, but not limited to, an automobile, truck, motorcycle, or bicycle;

3. Telecommunications or electronic devices; or
4. Any school property used by the student, including, but not limited to, a locker or desk.

**Prohibited weapon** under Penal Code 46.05(a) means:

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

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

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

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

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

**Serious misbehavior** means:

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

- e. Harassment under Penal Code 42.07(a)(1) of a student or district employee.

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

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

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

**Terroristic threat** is defined by Penal Code 22.07 as a threat of violence to any person or property with intent to:

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

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

**Title 5 felonies** are those crimes listed in Title 5 of the Penal Code that typically involve injury to a person and may include:

- Murder, manslaughter, or homicide under Sections 19.02–.05;
- Kidnapping under Section 20.03;
- Trafficking of persons under Section 20A.02;
- Smuggling or continuous smuggling of persons under Sections 20.05–.06;

- Assault under Section 22.01;
- Aggravated assault under Section 22.02;
- Sexual assault under Section 22.011;
- Aggravated sexual assault under Section 22.021;
- Unlawful restraint under Section 20.02;
- Continuous sexual abuse of a young child or disabled individual under Section 21.02;
- Bestiality under Section 21.09;
- Improper relationship between educator and student under Section 21.12;
- Voyeurism under Section 21.17;
- Indecency with a child under Section 21.11;
- Invasive visual recording under Section 21.15;
- Disclosure or promotion of intimate visual material under Section 21.16;
- Sexual coercion under Section 21.18;
- Injury to a child, an elderly person, or a disabled person of any age under Section 22.04;
- Abandoning or endangering a child under Section 22.041;
- Deadly conduct under Section 22.05;
- Terroristic threat under Section 22.07;
- Aiding a person to commit suicide under Section 22.08; and
- Tampering with a consumer product under Section 22.09.

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

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

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

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Dual Credit Instructional Minutes Waiver
<b>Administrator Responsible:</b>	Shonna Norton, Director of Social & Emotional Services Ward Roberts, Director of Innovation & Advanced Academics
<b>Attachments:</b>	None
<input checked="" type="checkbox"/> Action Needed <input type="checkbox"/> Future Action <input type="checkbox"/> Presentations <input type="checkbox"/> Report	

**Administrative Information:**

That the Wichita Falls Independent School District Board of Trustees give approval to submit a waiver to the Texas Education Agency for students enrolled in dual credit courses as submitted by Shonna Norton, Director of Social and Emotional Services and Ward Roberts, Director of Innovation & Advanced Academics, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

The previous waiver expired at the close of the 2021-2022 school year. This waiver will be in effect for the 2022-2023, 2023-2024, and 2024-2025 school years and will waive the requirement for the District to meet the minimum requirement of 75,600 instructional minutes for dual credit students when the college and high school calendars do not coincide. This waiver applies to WFISD high school students participating in dual credit course opportunities provided through Midwestern State University and Vernon College.

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Minutes		
<b>Administrator Responsible:</b>	Dr. Donny Lee, Superintendent of Schools		
<b>Attachments:</b>	Minutes of Special Session, July 12, 2022 Minutes of Regular Meeting, July 18, 2022 Minutes of Regular Meeting, July 25, 2022		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees approves the proposed minutes of special sessions on June 6, June 13, June 14, June 20, June 21, June 27 at 12:30 pm, June 27 at 1:00 pm, minutes of a public hearing, June 27, and a regular meeting, June 20, 2022 as recommended by Deborah Dipprey, Interim Superintendent.

**Explanation:**

Following are copies of the minutes of special sessions on June 6, June 13, June 14, June 20, June 21, June 27 at 12:30 pm, June 27 at 1:00 pm, minutes of a public hearing, June 27, and a regular meeting, June 20, 2022. These minutes will become official upon approval by the Board.

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
SPECIAL SESSION MEETING JULY 12, 2022**

***CALL TO ORDER AND OPENING STATEMENT:***

The Board of Trustees of the Wichita Falls Independent School District met in a special session meeting on the above date. The meeting was called to order at 12:00 p.m. by Mr. Mike Rucker, board president.

Board members present: Mr. Mike Rucker, Ms. K. Elizabeth Yeager, Mr. Tom Bursey, Mr. Dale Harvey, Mr. Mark Lukert, Ms. Katherine McGregor and Mr. Robert Payton. Mr. Mike Rucker noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law.

Staff members present: Ms. Deborah Dipprey, Interim Superintendent, Dr. Peter Griffiths, Associate Superintendent, Ms. Cyndy Kohl, Director of Human Resources, Ms. Ashley Thomas, Communications Officer, Ms. Denise Brown, Director of Finance, Ms. Ana Griffiths, Director of State and Federal Programs, Ms. Michelle Wood, Director of Career and Technology Education, Ms. Alefia Paris-Toulon, Director of Special Education, Mr. Larry Menefee, Assistant Director of School Administration, Dr. Shonna Norton, Director of Social/Emotional Services, Ms. Kelly Strenski, Director of Fine Arts, Mr. Chris Fain, Director of Maintenance, and Mr. Scot Hafley, Director of Athletics.

Also present were Mr. Christopher Walker, reporter for Times Record News, reporter for KFDX Channel 3 and Ms. Priscilla Meza, reporter for KAUZ Channel 6.

***INVOCATION:***

Mr. Mike Rucker gave the invocation.

***PUBLIC COMMENT:***

There were no public comments.

***REPORTS OR SPECIAL DISCUSSION ITEMS:***

**FEDERAL GRANT APPLICATIONS:**

The Wichita Falls Independent School District Board of Trustees heard a report on several grant applications. This report provided opportunity for public comment on each grant. Ms. Ana Griffiths, Director of State and Federal Programs gave a report on the 2022-2023 ESSA (Every Student Succeeds Act) Consolidated Grant Application. Ms. Michelle Wood, Director of Career and Technology Education, gave a report on the 2022-2023 Perkins V – Strengthening Career and Technical Education for the 21<sup>st</sup> Century Grant Application. Dr. Shonna Norton, Director of Social/Emotional Services, gave a report on the 2022-2023 Texas Homeless Children and Youth (TEHCY) – Continuation Grant Application. Ms. Alefia Paris-Toulon, Director of Special Education, gave a report on the 2022-2023 Special Education Consolidated Grant Application.

**UIL UNENROLLED STUDENT PARTICIPATION (HOME SCHOOL STUDENTS) DISCUSSION:**

The Wichita Falls Independent School District Board of Trustees heard information from Dr. Peter Griffiths regarding the opportunity for school boards in Texas to allow unenrolled students or home school students to participate in UIL

activities. Background of the law allowing this action and pros and cons were discussed. Board members Mr. Robert Payton, Ms. Katherine McGregor, and Mr. Mark Lukert each shared thoughts on the pros and cons of this action.

This item will be placed on the agenda for the Board of Trustees regular meeting on July 18, 2022.

**ESSER RIPICS AND USE OF FUNDS UPDATE:**

The Wichita Falls Independent School District Board of Trustees heard a report from Dr. Peter Griffiths on the ESSER RIPISC plan and the use of funds update. Proposed changes include updating safety protocols for the 2022-2023 school year, types of tutors used for High Impact Tutoring, and mentoring programs for first-year teachers.

***FINANCIAL SERVICES:***

**FINANCIAL REPORTS AS OF MAY 31, 2022:**

Ms. Denise Brown, Director of Finance, recommended that the Wichita Falls Independent School District Board of Trustees approve the attached year-to-date financial reports and investment reports.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on July 18, 2022.

***ADMINISTRATIVE SERVICES:***

**TRANSFER POLICY DISCUSSION FOLLOW-UP:**

Dr. Peter Griffiths, Associate Superintendent, presented to the Wichita Falls Independent School District Board of Trustees proposed changes to the district's transfer policy. Recommendations from the District Advisory Committee included simplifying policy FDB(LOCAL) and creating a transfer committee with guidelines to be finalized at a future meeting. Also discussed was the possibility of offering a transfer exemption for Class of 2025 or not offering an exemption. The District Advisory Committee will collaborate on transfer committee guidelines and will present their recommendation to the Board at a future meeting.

***BOARD MATTERS:***

**MINUTES:**

Minutes of special session, May 4, 2022, minutes of special session, May 10, 2022, minutes of Public Hearing, May 16, 2022, minutes of regular meeting, May 16, 2022.

This item will be placed on the consent agenda for the Board of Trustees regular meeting on July 18, 2022.

**CONSIDER ENDORSEMENT FOR TASB BOARD OF DIRECTORS:**

Mr. Mike Rucker, seconded by Ms. Katherine McGregor, moved that the Wichita Falls Independent School District Board of Trustees endorse Mr. Mark Lukert as candidate for the TASB Board of Directors representing Region 9.

Carried unanimously by a vote of 7 – 0

**CLOSED SESSION:**

The Wichita Falls Independent School District Board of Trustees did not have a need to conduct a closed meeting.

***HUMAN RESOURCES:***

**MONTHLY PERSONNEL REPORT:**

Ms. Cyndy Kohl, Director of Human Resources, reported to the Wichita Falls Independent School District Board of Trustees a review of employee resignations/retirements that have been submitted since the last board meeting. The resignations/retirements have been accepted by Ms. Deborah Dipprey, Interim Superintendent, in accordance with the requirements of Policy DFE (LOCAL).

**LETTERS OF RETIREMENT SINCE THE SUBMISSION OF THE LAST BOARD AGENDA:**

Clerical/Auxiliary/Support

Vogt, Donna – Administrative Assistant, Finance/Ed Center (6/30/22)

**LETTERS OF RESIGNATION SINCE THE SUBMISSION OF THE LAST BOARD AGENDA:**

Professionals

- Brown, Mashella – Diagnostician, SPED/Ed Center (6/7/22)
- Ciuba, Kristy – Teacher/Coach, Rider (5/31/22)
- Clayton, Dana – Teacher, West Foundation (5/31/22)
- Conrady, Allison – Teacher, Crockett (5/31/22)
- Eubanks, Madeline – At-Risk Coordinator, Zundy (5/31/22)
- Frost, Nathan – Teacher, Kirby (5/31/22)
- Hamilton, David – Evaluation Coordinator, SPED/Ed Center (6/30/22)
- Hohertz, Stacey – Teacher, Kirby (5/31/22)
- Martin, Donna – Principal, Cunningham (6/14/22)
- Murray, Frank – Teacher/Coach, WFHS (6/17/22)
- Murray, Sarah – Teacher, McNeil (5/31/22)
- Nesbit, Mineasa – Teacher, Hirschi (5/31/22)
- Nihof, Berta – Teacher, Southern Hills (5/31/22)
- Pennington, Philip – Teacher, Booker T. Washington (5/31/22)
- Rios, Carlos – Counselor, WFHS (6/3/22)
- Schenk, Stephanie – Teacher, McNeil (5/31/22)

Clerical/Auxiliary/Support

- Fallon, Brendin – Aide, McNeil (5/31/22)
- Gudgeon, Rachel – Aide, Sheppard (5/27/22)
- Huaman, Rolando – Aide, Lamar (5/27/22)
- Mayfield, Debra – Aide, Barwise (5/27/22)
- Saldarriaga, Olga – Aide, Lamar (5/27/22)
- Stiles, Sonja – LVN, Burgess (5/27/22)

**TEACHER APPLICANT POOL:**

Ms. K. Elizabeth Yeager, seconded by Mr. Mark Lukert, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool (Exhibit A) and addendum (Exhibit B).

Carried unanimously by a vote of 7 – 0

***ADJOURNMENT:***

Mr. Mark Lukert, seconded by Mr. Tom Bursey, moved that the Wichita Falls Independent School District Board of Trustees adjourn the meeting. No further action was taken and Mr. Mike Rucker, board president, adjourned the meeting at 1:09 p.m.

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Secretary, Board of Trustees

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION  
July 12, 2022**

**CERTIFIED APPLICANT POOL**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
Boyd, Lacey	SPED EC-12	Ashford University	5	Teacher Barwise Replacing Jeffrey Uriniak	Newman International Academy
Butler, Kristyna	Art EC-12	Midwestern State University	2	Teacher Rider Replacing Jeremy Boren	Bowie ISD
Carver, Jordan	Generalist EC-6 SPED EC-12 ESL Supplemental EC-12	University of North Texas (Bachelors & Masters)	11	SPED Program Coordinator- Elementary Ed Center Added Position	WFISD
Haynes, Eve	Elem. Self-Contained 1-8 Elem. Music 1-8	Midwestern State University (Bachelors) American Intercontinental University (Masters)	20+	Teacher Scotland Park Replacing Holly Hudson	Hagion International Christian Academy Harare, Zimbabwe
Lawson, Macie	SLP	University of Texas (Bachelors & Masters)	1	SLP SPED/Ed Center Replacing Macie Lawson	WFISD
Lewis, Nia	PE EC-12	University of Texas – Arlington (Bachelors) Midwestern State University (Masters)	2	Teacher/Coach Kirby/Hirschi Replacing Shamika Williams	Vernon ISD

*Asterisk indicates Contract Addendum Required. See key below.*

*\* Enrolled in an Alternative Certification Program*

*\*\* One-year out-of state Certification*

*\*\*\*Emergency Permit*

*\*\*\*\* Non-Renewal Permit*

Moulds, Wendy	Principal EC-12 Social Studies 8-12 Social Studies 4-8 SPED EC-12 ESL Supplemental EC-12	University of Holy Cross (Bachelors) Saint Joseph's College of Maine (Masters)	20+	Assistant Principal Hirschi Replacing Alston Calliste	City View ISD
Peterson, Shane*	Science 4-8	Midwestern State University	0	Teacher Cunningham Replacing Kimberly White	NA
Schultz, Olivia*	SPED EC-12	Midwestern State University	0	Teacher Haynes Replacing Amber Frost	NA
Simmons, Mechael	PE EC-12 Health Sciences 6-12	Midwestern State University	4	Teacher Booker T. Washington Replacing Eric Ward	Allen ISD
Sproles, Stacey	Core Subjects EC-6	Arkansas State University	2	Teacher Crockett Replacing Alison Conrady	Sumter School District
Thrasher-McKinney, Chaenette	Core Subjects EC-6	University of Phoenix	4	Teacher Booker T. Washington Replacing Cristina Manzel	City View ISD
Watson, Suzanne	Principal EC-12 Social Studies 6-12	Cameron University (Bachelors) Midwestern State University (Masters)	20+	Assistant Principal Kirby Replacing Richard Ross	Arlington ISD

*Asterisk indicates Contract Addendum Required. See key below.*

*\* Enrolled in an Alternative Certification Program*

*\*\* One-year out-of state Certification*

*\*\*\*Emergency Permit*

*\*\*\*\* Non-Renewal Permit*

## CONTRACT CHANGE

Name	Current Contract	Current Position	New Contract	New Position
Bess, Julianne	Diagnostician Term	Diagnostician Ed Center	Professional Educator Term	SPED Evaluation Coordinator Replacing David Hamilton
Frost, Amber	Classroom Teacher Term	Teacher Haynes	Certified Professional Educator Term	SPED Program Coordinator Added Position

*Asterisk indicates Contract Addendum Required. See key below.*

*\* Enrolled in an Alternative Certification Program*

*\*\* One-year out-of state Certification*

*\*\*\*Emergency Permit*

*\*\*\*\* Non-Renewal Permit*

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION  
July 12, 2022**

**CERTIFIED APPLICANT POOL  
(Addendum)**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
Bryant, Kelley	Social Studies 7-12	University of North Texas	4	Teacher Kirby Replacing Zachary Davis	WFISD
Garrett, Aaron	Social Studies 7-12	Midwestern State University	0	Teacher Kirby Replacing Stacey Hohertz	NA
Kenner, Jessica	Core Subjects EC-6 Trade & Industrial Education 8-12 Cosmetology	Wayland Baptist University	6	Teacher Fain Replacing Audra Miller	WFISD
McConnell, Bridget	Science 7-12	Midwestern State University	4	Teacher Kirby Replacing Julie Alvarez	WFISD
Mims, Nicholas	PE EC-12 Principal EC-12 Health	Cameron University	19	Assistant Principal WFHS Replacing Nicholas Mims	WFISD
Owens, Dalisa	Generalist 4-8 SPED EC-12	Texas A&M University	6	Teacher Barwise Replacing Dallas Deacon	Community ISD

*Asterisk indicates Contract Addendum Required. See key below.*

*\* Enrolled in an Alternative Certification Program*

*\*\* One-year out-of state Certification*

*\*\*\*Emergency Permit*

*\*\*\*\* Non-Renewal Permit*

*DOI = District of Innovation*

Propest, Dalena*	Core Subjects 4-8	Wayland Baptist University	0	Teacher Booker T. Washington Replacing Philip Pennington	NA
Roberson, Tracey	Social Studies 7-12	Upper Iowa University (Bachelors) Southeastern Oklahoma State University (Masters)	12	Teacher/Coach Hirschi Replacing Ty Rogers	Lawton Public School
Stone, Kayleigh	Core Subjects w/STR EC-6	Midwestern State University	0	Teacher Sheppard Added Position	NA
Wilkinson, Cindy*	Core Subjects w/ STR EC-6	Midwestern State University	0	Teacher Cunningham Replacing Michelle Hicks	NA

*Asterisk indicates Contract Addendum Required. See key below.*

*\* Enrolled in an Alternative Certification Program*

*\*\* One-year out-of state Certification*

*\*\*\*Emergency Permit*

*\*\*\*\* Non-Renewal Permit*

*DOI = District of Innovation*

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
REGULAR BOARD MEETING JULY 18, 2022**

***CALL TO ORDER AND OPENING STATEMENT:***

The Board of Trustees of the Wichita Falls Independent School District did not meet in a regular board meeting on the above date. The meeting was canceled due to a lack of a quorum.

The meeting was rescheduled for Monday, July 25, 2022 at 10:00 am.

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President, Board of Trustees

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Secretary, Board of Trustees

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES  
WFISD ADMINISTRATION BUILDING – BOARD ROOM  
REGULAR BOARD MEETING JULY 25, 2022**

***CALL TO ORDER AND OPENING STATEMENT:***

The Board of Trustees of the Wichita Falls Independent School District met in a regular board meeting on the above date. The meeting was called to order at 10:01 a.m. by Mr. Mike Rucker, board president.

Board members present: Mr. Mike Rucker, Ms. K. Elizabeth Yeager, Mr. Tom Bursey, Mr. Dale Harvey, Ms. Katherine McGregor and Mr. Robert Payton. Mr. Mike Rucker, board president, noted that a quorum was present and the meeting had been duly called and notice of the meeting had been posted for the time and manner required by law. Mr. Mark Lukert was absent.

Staff members present: Ms. Deborah Dipprey, Acting Superintendent, Dr. Peter Griffiths, Associate Superintendent, Ms. Ashley Thomas, Communications Officer, Ms. Dayna Hardaway, Assistant Director of Human Resources, Ms. Lauren Zotz, Director of Purchasing, Mr. Larry Menefee, Assistant Director of School Administration, Ms. Trish Potts, Internal Auditor and Ms. Ana Griffiths, Director of State & Federal Programs, Ms. Denise Brown, Director of Finance, Ms. Judith Whittington, Interim Chief Financial Officer, Ms. Alefia Paris-Toulon, Director of Special Education, Ms. Kelly Strenski, Fine Arts Director, Ms. Betsi Morton, Risk & Contract Manager, and Mr. Scot Hafley, Athletic Director.

Also present were Dr. Donny Lee, lone finalist for the position of WFISD Superintendent of Schools, Ms. Paige Kyle, Attorney at Walsh Gallegos Trevino Kyle & Robinson P.C., Mr. Christopher Walker, reporter for Times Record News, Ms. Kaylin McGlothen, reporter for KFDX, and Ms. Priscilla Meza, report for KAUZ.

***PLEDGE OF ALLEGIANCE:***

Mr. Mike Rucker, board president of the Wichita Falls Independent School District Board of Trustees, led the pledge of allegiance.

***INVOCATION:***

Mr. Mike Rucker gave the invocation.

***PUBLIC COMMENTS:***

No public comments for the regular meeting on July 25, 2022.

***BOARD MATTERS:***

***RECESS:***

Mr. Mike Rucker, board president, recessed the regular meeting to go into closed session at 10:03 a.m.

**CLOSED SESSION:**

Closed Session Pursuant to Texas Government Code Section 551.074:

- 1. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees
- 2. Consider and Discuss Hiring Superintendent and Approval of Superintendent Contract

Closed Session Pursuant to Texas Government Code Section 551.071 and 551.129:

- 1. Consultation with Legal Counsel Regarding Issues Related to Employment and Contract of New Superintendent

**RECONVENED:**

Mr. Mike Rucker, board president, reconvened the closed session to go into open session at 10:07 a.m.

**OPEN SESSION:**

**CONSIDERATION AND POSSIBLE ACTION TO HIRE SUPERINTENDENT AND APPROVE SUPERINTENDENT CONTRACT:**

Mr. Robert Payton, seconded by Ms. K. Elizabeth Yeager, moved that the Wichita Falls Independent School District Board of Trustees name Dr. Donny Lee as superintendent. Mr. Mark Lukert was absent but provided a statement expressing his support for naming Dr. Donny Lee as superintendent.

Carried unanimously by a vote of 6-0

Mr. Mike Rucker, board president, gave a speech welcoming Dr. Donny Lee to Wichita Falls ISD. Mr. Mike Rucker and Dr. Donny Lee then signed the superintendent contract.

***CONSENT AGENDA:***

Mr. Dale Harvey, seconded by Mr. Tom Bursey, moved that the Wichita Falls Independent School District approve the consent agenda with the following items: Financial Reports as of May 31, 2022 and minutes.

Carried unanimously by a vote of 6 – 0

***FINANCIAL SERVICES:***

**RFP #23-05: SPECIAL EDUCATION STAFFING – SLP, LSSP, AND DIAGNOSTICIAN SERVICES:**

Mr. Robert Payton, seconded by Mr. Tom Bursey, moved that the Wichita Falls Independent School District approve the award of RFP #23-05 Special Education Staffing for Diagnosticians, Licensed Specialists in School Psychology, and Speech Language Pathologists, to two (2) vendors, Presence Learning, Inc. and Trinity Education Services, for the 2022-2023 School Year.

Carried unanimously by a vote of 6-0

***HUMAN RESOURCES:***

**TEACHER APPLICANT POOL:**

Ms K. Elizabeth Yeager, seconded by Mr. Robert Payton, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool (Exhibit A) from the rescheduled meeting on July 18, 2002, the applicant pool (Exhibit B) for July 25, 2022, and an addendum (Exhibit C) on July 25, 2002.

Carried unanimously by a vote of 6 – 0

***ADJOURNMENT:***

Ms. K. Elizabeth Yeager, seconded by Mr. Robert Payton, moved that the Wichita Falls Independent School District Board of Trustees adjourn the meeting at 10:23 a.m.

Carried unanimously by a vote of 6 – 0

\_\_\_\_\_  
President, Board of Trustees

\_\_\_\_\_  
Secretary, Board of Trustees

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION**  
**July 18, 2022 July 25, 2022**

**CERTIFIED APPLICANT POOL**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
*Cristobal, Sonia	ELAR 7-12	University of Central Florida	0	Teacher Rider Replacing Kristy Ciuba	NA
*Flores, Jennifer "Nikki"	Core Subjects w/ STR 4-8	McMurray University	0	Teacher McNiel Replacing Colby Bobbitt	WFISD (Para)
Lowery, Marian	Math 4-8 SPED EC-12 Counselor EC-12	Midwestern State University (Bachelors) Wayland Baptist	16	Teacher Kirby Replacing Leslie Smith	Midway ISD
Paris-Toulon, Alefia	SPED EC- 12 Diagnostician EC-12 Principal EC-12	Midwestern State University (Bachelors & Masters)	26	Director of SPED Ed Center Replacing Alefia Paris-Toulon	WFISD
Pineada, Burunat	Math 8-12	Florida International University	3	Techer WFHS Replacing Rebeca Perez	Fort Worth ISD
Shiflet, Sidney	Core Subjects w/STR EC-6 ESL Supplemental EC-6	Emporia State University	2	Teacher Jefferson Replacing Lana Brewster	Unified

*Asterisk indicates Contract Addendum Required. See key below.*

*\* Enrolled in an Alternative Certification Program*

*\*\* One-year out-of state Certification*

*\*\*\*Probationary Certificate*

*\*\*\*\* Non-Renewal Permit*

*DOI = District Of Innovation*

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION  
July 25, 2022**

**CERTIFIED APPLICANT POOL**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
Allen, Megan	Core Subjects w/STR EC-6 SPED EC-12 ESL Supplemental EC-12	Midwestern State University	2	Teacher Southern Hills Replacing Brendy Beck	Chillicothe ISD
Hornbeck, Carla	Elem. Self-Contained 1-8 Social Studies Composite 1-8 ESL 1-8	Midwestern State University	26	Teacher Zundy Replacing Kerry Baird	Electra ISD
Puddu, Maricar*	Core Subjects w/ STR EC-6	University of North Texas	0	Teacher Milam Replacing Lexi Law	WFISD (Para)
Rivard, Elisa	Generalist EC-6 SPED EC-12 Music EC-12 ESL Supplemental EC-12	Midwestern State University (Bachelors) Abilene Christian University (Masters)	10	Teacher McNiel Replacing Carolyn Fogel	Burkburnett ISD
Smith, Malia	ELAR 7-12	Texas State University San Marcos	2	Teacher Kirby Replacing Malia Smith	WFISD
Stewart, Tori	English 6-12 Counselor EC-12 SPED EC-12	East Central University (Bachelors & Masters)	13	Teacher Milam Replacing Sandra Bunker	Kemp ISD

*Asterisk indicates Contract Addendum Required. See key below.*

*\* Enrolled in an Alternative Certification Program*

*\*\* One-year out-of state Certification*

*\*\*\*Emergency Permit*

*\*\*\*\* Non-Renewal Permit*

## CONTRACT CHANGE

Name	Current Contract	Current Position	New Contract	New Position
Gardner, Christopher	Classroom Teacher Term	Teacher McNiel	Dual Term	Teacher/Coach McNiel Replacing Tyral Colbert
MacLeod, Stacia	Classroom Teacher Probationary	Teacher Cunningham	Diagnostician Probationary	Diagnostician Ed Center Replacing Amanda Policky

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**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION  
July 25, 2022**

**CERTIFIED APPLICANT POOL  
(Addendum)**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
Baker, Stacey	PE- EC-12 Health EC-12 Science 4-8	University of Central Oklahoma	18	Teacher Burgess Replacing Kim Mason	Corpus Christi ISD
Cooper, Benjamin	Music EC-12	Oklahoma State University	0	Teacher McNiel Replacing Alex Collins	NA
Jarell, Kristina	ELAR w/STR 4-8 Core Subjects w/STR 4-8 Core Subjects w/STR EC-6 ELAR 7-12	University of Colorado (Bachelors & Masters)	9	Teacher Burgess Replacing Elizabeth Perry	Rapid City Area Schools (South Dakota)

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*\*\*\*Emergency Permit*

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**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Monthly Personnel Report		
<b>Administrator Responsible:</b>	Dayna Hardaway, Director of Human Resources		
<b>Attachments:</b>	No Attachment		
<input type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input checked="" type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees reviews the employee resignations/retirements that have been submitted since the last Board meeting. The resignations/retirements have been accepted by Dr. Donny Lee, Superintendent of Schools, in accordance with the requirements of Policy DFE (Local).

**Letters of Retirement:**

**Professionals**

Brewster, Lana – Teacher, Jefferson (5/31/22)  
Patterson, Debby - Executive Director of School Administration, Ed Center (8/31/22)

**Clerical/Auxiliary/Support**

**Letters of Resignation:**

**Professionals**

Adame, Greta - Director of Emergent Bilingualism, Ed Center (8/10/22)  
Arshad, Irfana – Teacher, Rider (5/27/22)  
Beam, Julianne – Librarian, Burgess (5/31/22)  
Boren, Ashley – Teacher, Hirschi (5/31/22)  
Boren, Jeremy – Teacher, Rider (5/31/22)  
Bourland, Erica – Teacher, Barwise (5/31/22)  
Buckner, KraTaura – Teacher/Coach, Hirschi (5/31/22)  
Bunker, Sandra – Early Interventionist, SPED (6/14/22)  
Collins, Alex – Assistant Band Director, McNiel (5/31/22)  
Dorman, Kory – Assistant Principal, Hirschi (8/5/22)  
Manzel, Cristina – Teacher, Booker T. Washington (5/31/22)  
Mason, Kimberly – Teacher, Burgess (5/31/22)  
Meyer, Morgan – Teacher, Rider (5/31/22)

Murray, Annaliese – Teacher, Rider (5/31/22)  
Odom, Daniel – Teacher/Coach, Barwise (5/31/22)  
Pennington, Melissa – Diagnostician, SPED (6/7/22)  
Perez, Rebecca – Teacher, WFHS (5/31/22)  
Riddle, Schondra – Mental Health Coordinator, Northwest HS (5/31/22)  
Roberson-Miller, Audra – Teacher, Fain (5/31/22)  
Ruiz, Courtney – COTA, SPED (6/14/22)  
Savanich, Rodney – Teacher/Coach, Rider (5/31/22)  
White, David – Teacher, CEC (5/31/22)  
Wood, Cortney – Teacher, CEC (5/31/22)  
Williams, Shanika – Teacher/Coach, Kirby (5/31/22)  
Wilson, Meagan – School Improvement Specialist, Kirby (6/7/22)  
Wuthrich, Jacqueline – Teacher, McNiel (5/31/22)

**Clerical/Auxiliary/Support**

Braack, Alexandria – Aide, Burgess (5/27/22)  
Chupka, Emily – Aide, Rider (5/27/22)  
Collins, Ashley – Aide, Lamar (5/27/22)  
Crowley, Kayla – Clerk, WFHS (5/27/22)  
Edmond, Lisa – Clerk, Barwise (5/27/22)  
Esquibel, Jaeden – SRO, Ed Center (5/27/22)  
Fisher, Susan – Purchasing Specialist, Ed Center (7/29/22)  
Jackson, Robyn – Clerk, Hirschi (5/27/22)  
Jones, Linda – RN, Ed Center (5/27/22)  
Lankford, Kari – Secretary, Ed Center (7/29/22)  
Law, Lexi – Instructional Network Mgmt, Technology (6/14/22)  
Lieurance, Katie – Aide, Farris (5/27/22)  
Martell, Aida – Aide, Farris (5/27/22)  
Nguyen, Lylyan – Aide, Southern Hills (5/27/22)  
O'Harris, Elizabeth – Clerk, Hirschi (5/27/22)  
Sawyer, Robby – HVAC Technician, Maintenance (8/2/22)  
Sissom, Deborah – Aide II, Cunningham (5/27/22)  
Vielmas-Andrade, Maria – Clerk, Hirschi (5/27/22)  
Walker, Laura – Aide, Zundy (5/27/22)  
Whalen, Kaitlyn – Aide, Crockett (5/27/22)

**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Applicant Pool		
<b>Administrator Responsible:</b>	Dayna Hardaway, Director of Human Resources		
<b>Attachments:</b>	Applicant Pool		
<input checked="" type="checkbox"/> Action Needed	<input type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees approve the proposed applicant pool as submitted by Dayna Hardaway, Director of Human Resources, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION  
August 8, 2022**

**CERTIFIED APPLICANT POOL**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
Ameluxen, Sydney	*History 7-12	Earlham College (Bachelors) University of Illinois at Urbana-Champaign (Masters)	0	Teacher/Coach WFHS Replacing Charles Harris	NA
Augustine, Shameca	SPED EC-12	University of Houston (Bachelors) Walden University (Masters)	1	Teacher Barwise Replacing Bethany Mundle	WFISD
Beaver, Shavodrick	*SPED EC-12	Midwestern State University	0	Teacher/Coach McNiel Replacing Sarah Murray (teaching) Rodney Savanich (coaching)	WFISD (Para)
Browning, Jane	*ELAR 4-8	Midwestern State University	0	Teacher Barwise Replacing Erica Bourland	NA

*Asterisk indicates Contract Addendum Required. See key below.*

*\* Enrolled in an Alternative Certification Program*

*\*\* One-year out-of state Certification*

*\*\*\*Probationary Certificate*

*\*\*\*\* Non-Renewal Permit*

*DOI = District Of Innovation*

Bryant, Elizabeth	*Core Subject EC-6	Texas A&M University Kingsville	0	Teacher Kirby Replacing M. Mitchell	WFISD (Para)
Fleetwood, Savannah	*Core Subjects EC-6	Midwestern State University	0	Teacher Crockett Replacing Alison Conrady	NA
Dr. Haynes, Dwight	*Core Subjects EC-6	Oakwood University (Bachelors) Andrews University (Masters)	0	Teacher Scotland Park Replacing Demi Barron	NA
Hilbers, Delaney	*Core Subjects EC-6	Midwestern State University	1	Teacher Lamar Replacing Delaney Hilbers	WFISD
Hott, Koby	*SPED EC-12	Midwestern State University	0	Teacher McNiel Replacing Sarah Murray	NA
Huffman, Shannon	Art EC-12 ELAR 4-8 Journalism 7-12	Midwestern State University	6	Teacher McNiel Replacing Jeffrey O'Dell	City View ISD
Keefer-McGee, Glenn	DOI	University of North Texas (Bachelors & Masters)	0	Teacher Kirby Replacing Carol Smith	NA
Madsen, Alexander	DOI	NA	0	Teacher Hirschi Replacing Courtney Wood	NA

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Pleasants, Tabitha	SPED EC-12	Wayland Baptist University	1	Teacher McNiel Replacing Katie Flippin	Burkburnett ISD
Ralston, Richard	*Music EC-12	Wayland Baptist University (Bachelors) University of Central Arkansas (Masters)	0	Teacher Milam Replacing Laura Burnam	Lockney ISD (Para)
Roberson, Adryna	*SPED EC-12	Texas Baptist University (Bachelors) Arizona State University (Masters)	0	Teacher Zundy Replacing Michelle Smith	NA
Smith, Christopher	*Social Studies 7-12	Midwestern State University	1	Teacher/Coach Kirby Replacing Zachary Davis	Garland ISD
Trahan, Kylee	*Core Subjects EC-6	University of Louisiana Lafayette	0	Teacher Haynes Replacing Cathy Nielson	NA
Winter-Roach, Clifford	Secondary Math 6-12	University of Wes Indies - Cambridge University	20+	Teacher WFHS Replacing Rebeca Perez	WFISD

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## CONTRACT CHANGE

Name	Current Contract	Current Position	New Contract	New Position
Gonzales, Amanda	Classroom Teacher Term	Teacher Scotland Park	Professional Educator Term	Coordinator of Emergent Bilingualism Ed Center Replacing Greta Adame
Gregory, David	Classroom Teacher Probationary	Teacher Kirby	Dual Probationary	Teacher/Coach Kirby Replacing
Twilligear, Melissa	Classroom Teacher Term	Teacher McNiel	Dual Term	Teacher/Coach McNiel Replacing Jaqueline Wuthrich (coaching)
Wood, Christian	Classroom Teacher Probationary	Teacher Barwise	Dual Probationary	Teacher/Coach Barwise Replacing Daniel Odom (coaching)

*Asterisk indicates Contract Addendum Required. See key below.*

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**APPLICANTS TO BE APPROVED BY THE BOARD OF EDUCATION  
August 8, 2022**

**CERTIFIED APPLICANT POOL  
(Addendum)**

<b>Name</b>	<b>Certification</b>	<b>University</b>	<b>Yrs of Exp</b>	<b>Position/Assignment</b>	<b>Previous District</b>
Cantrell Tyler	****PE EC-12	Texas Teach University	0	Teacher Southern Hills Replacing Debbie Rogers	NA
Halloran, Skyler	*SPED EC-12	Empire State College (Bachelors & Masters)	0	Teacher Hirschi Replacing Amber Rankin	NA
Kirkpatrick, Ian	* Theatre Arts EC-12	Midwestern State University	0	Teacher McNiel Replacing Zachary Jackson	NA
McClung, Roy “Hank”	* PE EC-12	Eastern New Mexico University (Bachelors) Hardin Simmons University (Masters)	0	Teacher/Coach Rider Replacing Clint Nabors	NA

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Reyes, Jennifer	*SPED EC-12	Midwestern State University	0	Teacher WFHS Replacing Monica Hicks- Bailey	WFISD (Para)
Rodgers, Matthew	*Core Subjects EC-6	Midwestern State University	0	Teacher Southern Hills Replacing Tammie Tarver	NA
Walker, Elizabeth	****Art EC-12	Midwestern State University	0	Teacher Rider Replacing Morgan Meyer	NA
Wehmeyer, Valerie	Language Other than English – Spanish EC-12	Austin College (Bachelors) Texas Tech University (Masters)	4	Teacher Southern Hills Replacing Berta Nihof	Irving ISD

### CONTRACT CHANGE

Name	Current Contract	Current Position	New Contract	New Position
Mills, Nanette	Classroom Teacher Term	Instructional Coach Southern Hills	Certified Administrator Term	School Improvement Specialist Kirby Replacing Meagan Wilson

*Asterisk indicates Contract Addendum Required. See key below.*

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**WICHITA FALLS ISD BOARD OF TRUSTEES**  
**August 8, 2022**

<b>Agenda Item:</b>	Stipend Update for 2022-2023		
<b>Administrator Responsible:</b>	Dayna Hardaway, Director of Human Resources		
<b>Attachments:</b>	Extra Duty Stipend Chart – Proposed Changes Highlighted		
<input type="checkbox"/> Action Needed	<input checked="" type="checkbox"/> Future Action	<input type="checkbox"/> Presentation	<input type="checkbox"/> Report

**Administrative Recommendation:**

That the Wichita Falls Independent School District Board of Trustees review and accept the recommended changes to the Extra Duty Stipends for the 2022-2023 school year as submitted by Dayna Hardaway, Director of Human Resources, and as recommended by Dr. Donny Lee, Superintendent of Schools.

**Explanation:**

The Cheerleading stipends have been updated, as requested by High School Principals and approved by Dr. Lee. The changes are highlighted on the attached chart.

**2022–2023 Extra Duty Stipends  
Wichita Falls ISD**

<b>Category</b>	<b>Assignment</b>	<b>Level</b>	<b>Current Stipend</b>
<b>Athletics</b>			
	Athletic Coordinator MS	MS	1,000
	Middle School Boys Coach	MS	7,500
	<i>Stipend is based on coaching Football, Basketball, Track/Cross Country</i>		
	Middle School Girls Coach	MS	7,500
	<i>Stipend is based on coaching Volleyball, Basketball, Track/Cross Country</i>		
	Tennis Head Coach MS	MS	4,500
	Athletic Trainer Assistant HS	HS	7,000
	Athletic Trainer Head HS	HS	9,700
	Baseball-Assistant Coach HS	HS	3,500
	Baseball-Head Coach HS	HS	6,500
	Basketball Assistant Coach HS	HS	5,000
	Basketball Head Coach HS	HS	6,500
	Cross Country Assistant Coach HS	HS	3,500
	Cross Country Head Coach HS	HS	6,000
	Football Coordinator / First Assistant	HS	8,000
	Football Assistant Coach HS	HS	6,500
	Golf Assistant Coach HS	HS	3,500
	Golf Head Coach HS	HS	6,000
	Powerlifting Assistant Coach HS	HS	2,500
	Powerlifting Head Coach HS	HS	4,000
	Soccer Assistant Coach HS	HS	4,000
	Soccer Head Coach HS	HS	6,500
	Softball Assistant Coach HS	HS	3,500
	Softball Head Coach HS	HS	6,500
	Swimming Head Coach HS	HS	7,000
	Tennis Assistant Coach HS	HS	4,000
	Tennis Head Coach HS	HS	7,500
	Track Assistant Coach HS	HS	3,500
	Track Head Coach HS	HS	6,000
	Volleyball Assistant Coach HS	HS	5,000
	Volleyball Head Coach HS	HS	7,500

**2022–2023 Extra Duty Stipends  
Wichita Falls ISD**

Category	Assignment	Level	Current Stipend
<b>Longevity</b>			
	Longevity - Teacher/Professionals	20 years	350
	Longevity - Paraprofessional/Auxiliary	10 years	120
	Longevity - Paraprofessional/Auxiliary	20 years	240
	Longevity - Child Nutrition	10 years	120
	Longevity - Child Nutrition	20 years	240
<b>Leadership</b>			
	Campus Instructional Leader <i>Each secondary campus (excluding CEC, Denver, JJAEP) may have a Math, English, Science, and Social Studies</i>	Secondary	2,500
	SPED Program Supervisor <i>(SLPs, Physical Therapist, Occupational Therapist, LSSPs, Behavior Intervention Specialist Aide)</i>	District	1,575
	Lead Speech Language Pathologist	District	1,575
	Special Education PARA Coordinator	District	3,500
	High School Associate Principal <i>(1 per campus)</i>	High School	3,622
<b>Credentials</b>			
	CCC (Cert. of Clinical Competencies)	District	2,350
	Master's Degree (Teachers)	Campus	2,500
	Doctorate <i>(Teachers &amp; Principals)</i>	Campus	1,575
	ESL	District	1,550
	Bilingual	District	3,100
	SLP Bilingual	District	3,100
	Foreign Language	Secondary	3,100
	Head Start Certifications	Aides only	450
	Special Education District Programs - Teachers <i>(LEAP, LIFE, BASE, NTSH, Autism, Trans-K, Trans-1st)</i>	Campus	3,100
	Special Education District Program - PPCD Teachers	Campus	1,550
	LPC License <i>Available only to SPED Counselors</i>	District	2,350
	Diagnostician Certification <i>Available only to Diagnosticians paid on the Teacher Salary Schedule</i>	District	2,500
	Counselor Certification <i>Available only to Counselors paid on the Teacher Salary Schedule</i>	Campus	2,500
<b>Other</b>			
	ON CALL	Maintenance	1,540
	ROTC (Equipment Coordinator) - 1 per campus	High School	1,000
	ROTC ( Operations Officer) - 1 per campus <i>Paid to Officer or highest ranking NCO</i>	High School	1,000
	Vocational AG Instructor <i>Paid to 187+ Calendar AG Teachers</i>	High School	5,000

**2022–2023 Extra Duty Stipends  
Wichita Falls ISD**

Category	Assignment	Level	Current Stipend
<b>Academics</b>			
	Accelerated Learning Point of Contact*	District	1500/semester
	BookNook Point of Contact*	District	1000/semester
	Crime Stoppers HS	High School	1275
	Crime Stoppers MS	Middle School	500
	Career & Tech Student Organization Sponsor <i>(1 stipend per teacher - NOT PER TEAM, only paid for Area/Regional, State and/or National advancement)</i> \$1500 max per teacher	High School	250
	Elementary After School Clubs - <i>(\$300 first semester &amp; \$500 second semester)</i> Max 3 programs per school	Elementary	800/year
	E-Sports	High School	1500
	Newspaper	High School	1500
	PAL Sponsor	High School	1500
	Secondary TAME Programs - <i>(stipend to be awarded at the end of the year)</i> 2 sponsors per campus	Middle School & High School	750/semester
	Student Council	High School	1500
	UIL Coordinator - Elementary & Middle School <i>(stipend to be awarded at the end of the year)</i> 1 per campus	Elementary & Middle School	300
	UIL Coordinator - Secondary 1 per campus	High School	1000
	UIL Academic Coach <i>(stipend to be awarded at the end of the year)</i>	Elementary	300
	UIL Academic Coach <i>(stipend to be awarded at the end of the year)</i>	Middle School	500
	UIL Academic Coach	High School	950
	Yearbook	High School	1800
	Zearn Point of Contact*	District	1000/semester
<b>Performing Arts</b>			
	Band Director MS	Middle School	6500
	Band Director Assistant MS	Middle School	3500
	Band Director Assistant HS	High School	7500
	Cheerleader Sponsor HS <i>(1 sponsor for every 25 participants)</i>	High School	5000
	Assistant Cheerleader Sponsor HS	High School	2500
	Cheerleader Sponsor MS <i>(1 sponsor for every 25 participants)</i>	Middle School	2000
	Pep Club MS <i>(1 sponsor for every 25 participants)</i>	Middle School	1250
	Choir Director HS	High School	5500
	Assistant Choir Director HS	High School	3000
	Choir Director MS	Middle School	2500
	Color Guard Instructor	High School	2500
	Debate	High School	2000
	Drama Director HS	High School	3500
	Assistant Drama Director HS	High School	2000
	Drama Director MS	Middle School	1000
	Drill Team	High School	5000
	Orchestra Director HS	High School	5000
	Orchestra Director MS	Middle School	3000
<b>Hiring Bonus Offered to Teachers of:</b>			
	High School Mathematics	High School	2000
	High School Composite Science	High School	2000
	Language Other Than English - MS & HS	Middle School & High School	2000
	Bilingual	Elementary	2000
	Special Education <i>(District Programs Only)</i>	All-Level	2000

\*Stipend only approved for 22/23 SY & 23/24 SY