



Agenda of Board Meeting October 19, 2026 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 Board Meeting at 6:00 PM, on October 19, 2026, 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.

I. CALL TO ORDER AND OPENING STATEMENT

II. PRESENTATION OF COLORS

III. INVOCATION

IV. PUBLIC COMMENT

V. REPORTS OR SPECIAL DISCUSSION ITEMS

- | | |
|--|---|
| A. Memorial High School Girls Soccer Team Academic Award | 3 |
| B. Burgess Elementary Campus Update | 4 |
| C. Rider Middle School Campus Update | 5 |
| D. Dr. Garza's Report | |

VI. SUPERINTENDENT REPORT

VII. BOARD MATTERS

- | | |
|---|----|
| A. Approval of WFISD 1, 2, and 5 Year Goals | 6 |
| B. Approval of Board Reading Outcome Goal | 7 |
| C. Approval of Reading Progress Measures | 8 |
| D. Approval of Board Math Outcome Goal | 9 |
| E. Approval of Math Progress Measures | 10 |
| F. Approval of Board CCMR Outcome Goal | 11 |
| G. Approval of CCMR Progress Measures | 12 |
| H. Approval of School Board Monitoring Calendar | 13 |
| I. Approval of Superintendent Restraints | |
| J. Approval of Superintendent Progress Measures | 14 |

VIII. CONSENT AGENDA

- | | |
|--|----|
| A. Minutes | 16 |
| B. Purchase of Eduphoria | 24 |
| C. Purchase of Emergency Lines for Elevators | 25 |

IX. FINANCIAL SERVICES

- | | |
|--|----|
| A. Purchase and Installation of Safety Doors | |
| B. Purchase of Safety Door Locks | 27 |
| C. Board Resolution for Oncor Easement | 28 |

X. DISTRICT OPERATIONS

- | | |
|---------------------------------|----|
| A. Policy Changes - 2nd Reading | 33 |
|---------------------------------|----|

XI. HUMAN RESOURCES

- | | |
|-------------------|----|
| A. Applicant Pool | 50 |
|-------------------|----|

XII. CLOSED SESSION

- | | |
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| A. Personnel Matters Including the Appointment, Evaluation, Reassignment, Duties, Discipline, Dismissal and/or Compensation of Individual District Employees (<i>Pursuant to Texas Government Code 551.074</i>) | |
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XIII. ADJOURNMENT

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 Tuesday, October 13, 2026 at 5:00 pm.

For the Board of Trustees

WICHITA FALLS ISD BOARD OF TRUSTEES
October 19, 2026

Agenda Item:	Presentations
Administrator Responsible:	Devon Dorris, Director of Athletics
Presentation:	Memorial High School Girls Soccer Team Academic Award
☐ Action Needed ☐ For Discussion ☒ Presentations ☐ Report	

Administrative Information:

That the Wichita Falls Independent School District Board of Trustees recognizes **Memorial High School Girls Soccer** players for receiving the **Team Academic Award** for the 2025-2026 school year as submitted and recommended by Dr. Donny Lee, Superintendent.

Explanation

The 2025-2026 Lady Mavericks Soccer Team has been recognized with the United Soccer Coaches Team Academic Award! Out of 130 teams recognized nationwide, only six were from Texas—and the Lady Mavericks had the second-highest team GPA in the state. This is the second year in a row LMS has received this award.

This honor is a reflection of the dedication, discipline, and hard work our student-athletes show both on the field and in the classroom.

Coach: *Robert Woodard*

WICHITA FALLS ISD BOARD OF TRUSTEES
October 19, 2026

Agenda Item:	Burgess Elementary School Progress Update
Administrator Responsible:	Jeff Hill, Executive Director of Elementary Schools Dr. Tristan Browne, Burgess Principal
Attachments:	No Attachment
_____ Action Needed _____ Future Action <u> X </u> Presentation _____ Report	

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees receive information regarding school progress performance data from Burgess Elementary School as presented by Dr. Tristan Browne, Principal of Burgess Elementary School, as submitted by Jeff Hill, Executive Director of Elementary Schools, and as recommended by Dr. Donny Lee, Superintendent of Schools.

WICHITA FALLS ISD BOARD OF TRUSTEES
October 19, 2026

Agenda Item:	Rider Middle School Progress Update
Administrator Responsible:	Dr. Cody Blair, Executive Director of Secondary Schools Michael Forney, Rider Principal
Attachments:	No Attachment
_____ Action Needed _____ Future Action <u> X </u> Presentation _____ Report	

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees receive information regarding school progress performance data from Rider Middle School as presented by Michael Forney, Principal of Rider Middle School, as submitted by Dr. Cody Blair, Executive Director of Secondary Schools, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Wichita Falls ISD — 2026 District Goal Statements

Based on the 2026 District Accountability Analysis (TEA accountability domains and STAAR Meets Grade Level or Above data)

Snapshot: 2025-26 was a turnaround year district-wide: all three accountability domains improved, D/F-rated campuses fell to their lowest share in three years, and STAAR proficiency rose in four of five subjects. The goals below target the specific soft spots that stand out against that otherwise positive trend: domain volatility, a flat elementary picture behind a strong secondary turnaround, a lone declining subject, and a persistent gap with the state average. Each near-term goal is paired with a 3-year goal that extends it into a longer-horizon target.

1- Year Goals

#	Goal Statement	Rationale (from the data)	Target
1	Increase ratings for elementary schools: eliminate all D and F ratings and increase A & B ratings.	Middle and high schools moved out of their D/F cluster entirely this year; elementary has held flat at roughly 3 D's and 1-2 F's for three straight cycles.	2026-2027
2	Increase all C rated campuses within 5 percentage points to a B.	Of the 9 C rated schools, five are within 5 points or less of a B rating. (1 of the 9 is now closed)	2026-2027
3	Reverse the Social Studies decline: return Meets Grade Level+ to at least within 5 percentage points of the state average.	The only subject that moved backward this year (40% → 39%) and now carries the widest gap to the state average (-13 points, nearly double most other subjects). (state is 52%)	2026-2027
4	Narrow the statewide proficiency gap: cut the All Subjects Meets gap with the state average from 7 points to 2 or fewer.	Every subject sits 7-13 points below the state average despite this year's gains (+3 to +6 across most subjects) (WF is 45% and state is 52%).	2026-2027
5	Increase the district's overall accountability rating to a B.	School Progress is on pace for a B by 2026-27; Student Achievement (74) and Closing the Gaps (74) would each need to gain roughly 6 points beyond this year's level to follow, turning one strong domain into a district-wide B profile.	2026-2027

2-Year Goals (by 2027-2028)

#	Goal Statement	Rationale	Target
6	Exceed state averages in Meets Grade Level+ on all indicators and in all subject areas.	The district's two year goal is to exceed state averages. Given the gains the district is experiencing, this goal is within reach in two years.	2027-2028
7	Have over 65 percent of the district's schools rated an A or B (13 schools)	8 of the district's schools are currently rated an A or B. This goal would increase the number of A and B schools by 5.	2027-2028
8	Achieve a B rating (80 or above) in Domain I – Achievement.	The district is within 6 percentage points of a B rating in the Achievement Domain (25-26→74%). The district considers this the most important domain and once they achieve high levels of performance in this domain they will create more stability in their ratings year over year.	2027-2028

Prepared alongside the Wichita Falls ISD 2026 District Accountability Analysis.

5-Year Goals (by 2030-2031)

#	Goal Statement	Baseline	Target
9	Early Reading Goal: Increase the percentage of 3rd grade students who score at Meets Grade Level or above on STAAR Reading.	47% (August 2026)	57% (August 2031)
10	Early Mathematics Goal: Increase the percentage of 3rd grade students who score at Meets Grade Level or above on STAAR Mathematics.	38% (August 2026)	45% (August 2031)
11	CCMR Goal: Increase the percentage of graduates who meet the criteria for CCMR.	75% (August 2026)	97% (August 2031)

Source: LSG Goals, August 2026

	Reading Board Outcome Goal													
	The percent of 3rd grade students that score meets grade level or above on STAAR Reading will increase from 47% to 57% by August of 2031.													
	Yearly Target Goals													
2024 2025 2026	2027	2028	2029	2030	2031									
39% 46% 47%	49%	51%	53%	55%	57%									
	Closing the Gaps Student Groups Yearly Targets													
		African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	Special Ed	Eco. Disadv.	Special Ed (Former)	EL	Cont. Enrolled	Non-Cont. Enrolled
	2026	38%	37%	60%		70%		42%	26%	39%	20%	39%	46%	51%
	2027	40%	39%	62%		72%		44%	28%	41%	22%	41%	48%	53%
	2028	42%	41%	64%		74%		46%	30%	43%	24%	43%	50%	55%
	2029	44%	43%	66%		76%		48%	32%	45%	26%	45%	52%	57%
	2030	46%	45%	68%		78%		50%	34%	47%	28%	47%	54%	59%
	2031	48%	47%	70%		80%		52%	36%	49%	30%	49%	56%	61%

Reading Progress Measure 1					
The percent of students in grades K-2 that score in the 60th Achievement quintile or above in Reading on the NWEA MAP will increase from 42% to 52% by August 2031.					
Yearly Target Goals					
26	2027	2028	2029	2030	2031
42%	44%	46%	48%	50%	52%

Reading Progress Measure 2					
The percent of students in grades 4-5 that score at Meets Grade Level on STAAR Reading will increase from 50% to 60% by August 2031.					
Yearly Target Goals					
24 25 26	2027	2028	2029	2030	2031
42% 47% 50%	52%	54%	56%	58%	60%

Reading Progress Measure 3					
The percent of students in grades 6-8 that score at Meets Grade Level on STAAR Reading will increase from 50% to 60% by August 2031.					
Yearly Target Goals					
24 25 26	2027	2028	2029	2030	2031
45% 43% 50%	52%	54%	56%	58%	60%

			Math Board Outcome Goal													
			The percent of 3rd grade students that score meets grade level or above on STAAR Math will increase from 38% to 45% by August 2031.													
			Yearly Target Goals													
24	25	26	2027	2028		2029		2030		2031						
36%	37%	38%	40%	42%		43%		44%		45%						
			Closing the Gaps Student Groups Yearly Targets													
				African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	Special Ed	Eco. Disadv.	Special Ed (Former)	EL	Cont. Enrolled	Non-Cont. Enrolled
			2026	28%	27%	53%		67%		38%	22%	30%	30%	29%	38%	42%
			2027	30%	29%	55%		69%		40%	24%	32%	32%	31%	40%	44%
			2028	32%	31%	57%		71%		42%	26%	34%	34%	33%	42%	46%
			2029	33%	32%	58%		72%		43%	27%	35%	35%	34%	43%	47%
			2030	34%	33%	59%		73%		44%	28%	36%	36%	35%	44%	48%
			2031	35%	34%	60%		74%		45%	29%	37%	37%	36%	45%	49%

Math Progress Measure 1					
The percent of students in grades K-2 that score in the 60th quintile or above in math on the NWEA MAP will increase from 51% to 58% by August 2031.					
Yearly Target Goals					
26	2027	2028	2029	2030	2031
51%	53%	55%	56%	57%	58%

Math Progress Measure 2					
The percent of students in grades 4-5 that score Meets Grade Level or above on the STAAR Math will increase from 48% to 55% by August 2031.					
Yearly Target Goals					
24 25 26	2027	2028	2029	2030	2031
42% 44% 48%	50%	52%	53%	54%	55%

Math Progress Measure 3					
The percent of students in grades 6-8 that score Meets Grade Level or above on STAAR Math will increase from 40% to 47% by August 2031.					
Yearly Target Goals					
24 25 26	2027	2028	2029	2030	2031
36% 37% 40%	42%	44%	45%	46%	47%

CCMR Board Outcome Goal

The percentage of graduates that meet the criteria for CCMR will increase from 75% to 97% by August 2031.

Yearly Target Goals

2027	2028	2029	2030	2031
88%	91%	94%	97%	97%

Closing the Gaps Student Groups Yearly Targets

	African American	Hispanic	White	American Indian	Asian	Pacific Islander	Two or More Races	Special Ed	Eco. Disadv.	Special Ed (Former)	EL	Cont. Enrolled	Non-Cont. Enrolled
2026	58%	74%	82%	n/a	95%	n/a	86%	n/a	71%	n/a	n/a	n/a	n/a
2027	68%	87%	96%	n/a	100%	n/a	100%	n/a	83%	n/a	n/a	n/a	n/a
2028	83%	100%	100%	n/a	100%	n/a	100%	n/a	100%	n/a	n/a	n/a	n/a
2029	88%	100%	100%	n/a	100%	n/a	100%	n/a	100%	n/a	n/a	n/a	n/a
2030	91%	100%	100%	n/a	100%	n/a	100%	n/a	100%	n/a	n/a	n/a	n/a
2031	94%	100%	100%	n/a	100%	n/a	100%	n/a	100%	n/a	n/a	n/a	n/a

CCMR Progress Measure 1

The percent of CCMR students that receive their CCMR point from meeting the college prep course requirement with MSU Texas will decrease from 53% to 38% by August 2031.

Yearly Target Goals

2027	2028	2029	2030	2031
50%	47%	44%	41%	38%

CCMR Progress Measure 2

The percent of CCMR students that receive their CCMR point from meeting the dual credit standard (3 hours in ELA or Math, 9 hours total, or 3 hours of OnRamps) will increase from 23% to 31% by August 2031.

Yearly Target Goals

2027	2028	2029	2030	2031
23%	25%	27%	29%	31%

CCMR Progress Measure 3

The percent of CCMR students that receive their CCMR point from meeting the TSI passing standard will increase from 41% to 49% by August 2031.

Yearly Target Goals

2027	2028	2029	2030	2031
41%	43%	45%	47%	49%

School Board Monitoring Calendar

Month	Goal / Progress Measure	Evaluations / Other Business	Trainings
August		Proposed Budget, Adopt Tax Rate, Accountability Ratings	Update to Texas Education Code (after Leg. Session)
September	End of year recap, accountability overview, kickoff for new year	Board Self-Evaluation, Call for November Election, FIRST Hearing	
October	Work Session Campuses: Zundy and Cunningham; Regular Meeting Campuses: Burgess and Rider; Goal 1, GPMs 1.1, 1.2		Board Candidate LSG Workshop
November	Work Session Campuses: Scotland Park and Fain; Regular Meeting Campuses: McNiel and Barwise; Goal 2, GPMs 2.1, 2.2		Local Board Orientation
December	Work Session Campuses: Franklin and Crockett; Regular Meeting Milam and Legacy Campuses: 1, GPMs 1.1, 1.2	Board Self-Evaluation, TAPR Hearing	Systems of Two-Way Communication Established
January	Work Session Campuses: Fowler and Memorial; Regular Meeting Campuses: Third Future Schools (Hirschi, Southern Hills, Booker T); Goal 2, GPMs 2.1, 2.2	Superintendent Evaluation/Contract	LSG Presentation for Students and Staff
February	Work Session Campuses: Sheppard and West; Regular Meeting Campuses: Hill/Blair MOY Update; Goal 1; GPMs 1.1, 1.2, 1.3	Administrator Contracts	LSG Community Presentation
March	Work Session Campuses: Cunningham, Zundy; Regular Meeting Campuses: Burgess, Rider; Goal 2; GPMs 2.1, 2.2, 2.3	Board Self-Evaluation, Teacher Contracts	
April	Work Session Campuses: Barwise; Regular Meeting Campuses: Legacy, Memorial; Goal 1 and 3; GPMs 1.1, 1.2, 3.1, 3.2, 3.3		
May	Work Session Campuses: CTE ; Regular Meeting Campuses: Awards; Goal 2, GPMs 2.1, 2.2		EISO/Team Building
June	Work Sessions: Ward Roberts: Virtual Academy Regular Meeting: Carnegie Year in Review-Next steps	Board Self-Evaluation	Additional Framework Hours, Local Policy Review
July		Review Board Operating Procedures	Cybersecurity, Human Trafficking

Superintendent Constraints (Students, Stakeholders, Stewardship)
Superintendent Progress Measures

1. The superintendent shall not allow a D- or F-rated campus to operate without a targeted improvement plan, district support, and progress monitoring aimed at eliminating all D and F campus ratings.

Progress Measures:

- 100% of the D or F-rated campuses (4) will implement a targeted improvement plan within 30 days of ratings being released, with district support and monthly progress reviews.
 - The number of D or F-rated campuses (4) will decrease annually, reaching zero by the 2027-2028 accountability ratings.
2. The superintendent shall not allow significant district decisions affecting students, families, or staff to be implemented without timely communication to those affected. Significant district decisions are changes that materially affect stakeholders' access to services, daily schedules, educational opportunities, employment conditions, or responsibilities.

Progress Measures:

- 100% of significant district decisions will be communicated to affected stakeholders at least 10 business days before implementation, except when emergency circumstances require immediate action.
 - 100% of notifications will explain the decision, its impact, implementation date, and a contact for questions, using communication channels and language supports appropriate for those affected.
 - 100% of significant decisions requiring immediate implementation will be communicated to affected stakeholders as soon as practicable, no later than 24 hours after the decision.
3. The superintendent shall not recommend a recurring operating budget in which recurring expenditures exceed recurring revenues.

Progress Measures:

- 100% (July 1st) proposed annual operating budgets will show recurring expenditures at or below recurring revenues.
- Quarterly (4 out of 4) financial forecasts will project recurring expenditures at or below recurring revenues through fiscal year-end.
- Whenever a quarterly forecast projects a recurring operating deficit, the superintendent will present a corrective-action plan to the board within 30 calendar days.

**WICHITA FALLS ISD BOARD OF TRUSTEES
OCTOBER 19, 2026**

Agenda Item:	Minutes
Administrator Responsible:	Dr. Donny Lee, Superintendent of Schools
Attachments:	Minutes of Work Session, September 4, 2026 Minutes of Public Hearing Meeting, September 21, 2026 Minutes of Regular Meeting, September 21, 2026
☒ Action Needed	☐ Future Action ☐ Presentation ☐ Report

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees approves the proposed minutes of a work session on September 14, 2026, a public hearing on September 21, 2026, and a regular meeting on September 21, 2026 as submitted by Dr. Donny Lee, Superintendent of Schools.

Explanation:

The following are copies of the minutes referenced above. These minutes will become official upon approval by the Board.

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES WFISD ADMINISTRATION
BUILDING – BOARD ROOM
WORK SESSION MEETING SEPTEMBER 14, 2026**

CALL TO ORDER AND OPENING STATEMENT:

The Board of Trustees of the Wichita Falls Independent School District met in a work session meeting on the above date. The meeting was called to order at 5:00 p.m. by Mr. Mark Lukert, board president.

Board members present: Mr. Mark Lukert, Ms. Katherine McGregor, Mr. Jim Johnson, Ms. Sandy Camp, Ms. Susan Grisel, Ms. Diann Scroggins and Mr. John Barnard. Mr. Lukert 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: Dr. Donny Lee, Superintendent of Schools, Ms. Leah Horton, Chief Financial Officer, Ms. Vanessa Dishman, Executive Assistant to the Superintendent, Ms. Ashley Thomas, Communications Officer, Ms. Jennifer Spurgers, Director of Human Resources, Ms. Keli Sims, Administrative Assistant to the Director of HR, Mr. Jeff Hill, Executive Director of Elementary Schools, Dr. Cody Blair, Executive Director of Secondary Schools, Ms. Lauren Zotz, Director of Purchasing Mr. Shannon Troester, Risk & Contract Manager, Mr. Curtis Shahan, Director of Technology, Ms. Alefia Paris-Toulon, Executive Director of Special Programs, Ms. Cindy Waddell, Sheppard Elementary Principal, Ms. Lauryn Taylor, Sheppard Elementary Assistant Principal, Ms. Donna Hale, Sheppard Teacher/DODEA Administrator and Dr. Peter Griffiths, Interim Director of Operations.

Others present: Mr. Taz Ellett and Ms. Maria Maloney, Bishop Realty and Mr. Steve Wood, BYSP Architects and media

INVOCATION:

Ms. Sandy Camp gave the invocation.

PUBLIC COMMENT:

None

REPORTS AND SPECIAL PRESENTATIONS

SHEPPARD ELEMENTARY'S CONSTRUCTION GRANT AWARD

Ms. Cindy Waddell, Sheppard Elementary Principal and Ms. Donna Hale, teacher/DODEA Administrator, presented information regarding the \$14.8 million federal construction grant through the Department of War Education Activity (DoWEA) under the Military-Connected Schools Construction, Modernization and Facilities Maintenance Program to support major facility improvements at Sheppard Elementary School. The award is structured as a five-year grant cycle ending May 31, 2031, and will fund an approximately 10,000-square-foot auditorium addition designed to enhance student safety, campus security, accessibility, and educational programming.

The new addition will include an auditorium, public-access restrooms, ADA-compliant access, enhanced security features, and a dedicated fine arts classroom that will also serve as the campus's code-compliant storm shelter, allowing the space to support daily instruction while providing a protected area for students and staff during severe weather emergencies.

In addition to the new construction, renovations to the existing campus will include updated classroom spaces in the Pre-K and Kindergarten area, as well as modifications to the cafeteria to remove the existing stage and restore the space for its intended cafeteria use.

A groundbreaking ceremony is currently being coordinated in collaboration with Sheppard Air Force Base (SAFB) command personnel. The WFISD Board of Trustees, WFISD administration, distinguished local and state officials, community leaders, and other key stakeholders will be invited to participate in this significant project milestone.

The project team, consisting of personnel from Wichita Falls ISD and SAFB, is currently being established and will support the planning, coordination, and successful implementation of the project.

Physical construction is expected to commence no later than spring 2028, with the project scheduled for completion and occupancy by August 2030. Final expenditures, required reporting, and all grant closeout activities are anticipated to be completed by May 31, 2031.

TECHNOLOGY UPDATE

Mr. Curtis Shahan, Director of Technology gave an update on the upgrades and advances the Technology Department is making to improve the service and security of the district IT.

ACCOUNTABILITY 26 UPDATE

Mr. Jeff Hill, Executive Director of Elementary Schools and Dr. Cody Blair, Executive Director of Secondary Schools, presented in-depth information on the 25-26 STAAR results. They reviewed the formula the state uses to determine the final grades and how each area of the test impacts the results. Scores were compared for the last four years and against the state average, and a significant “closing of the gap” was noted.

FINANCIAL SERVICES:

Mr. John Barnard stepped out of the meeting

FINANCIAL REPORTS AS OF JULY 31, 2026

Mr. Jim Johnson, seconded by Ms Diann Scroggins, motioned that the Wichita Falls Independent School District Board of Trustees approve financial reports as submitted by Ms. Leah Horton, Chief Financial Officer and recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 6-0, Mr. John Barnard was not present for the vote

Mr. John Barnard returned to the meeting

BUDGET ADMENDMENTS FOR AUGUST 2026

Ms. Susan Grisel, seconded by Mr. Jim Johnson, motioned that the Wichita Falls Independent School District Board of Trustees approve the budget amendments as submitted by Ms. Leah Horton, Chief Financial Officer and recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 7-0

LEASE OF DESKTOP PRINTERS

Ms. Sandy Camp, seconded by Ms. Katherine McGregor, motioned that the Wichita Falls Independent School District Board of Trustees approve the lease agreement for desktop printers for the nursing staff and Dr Lee as submitted by Ms. Leah Horton, Chief Financial Officer and recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 7-0

PURCHASE OF CHROMEBOOKS

Ms. Susan Grisel, seconded by Mr. Jim Johnson, motioned that the Wichita Falls Independent School District Board of Trustees approve the purchase of (545) Chromebooks, licenses, warranty and related services, to Delcom Group for the amount of \$602,622.85 as submitted by Ms. Leah Horton, Chief Financial Officer and recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 7-0

AWARD OF CHARTER BUS SERVICE

Ms Leah Horton, Chief Financial Officer, requested that the Wichita Falls Independent School District Board of Trustees award four (4) vendors: Xpress Charters, Game Time Transportation, ECHO AFC Transportation and AJL International for RFP 2627-03-C-29 Charter Bus Services, for the period of three (3) years with two, one (1) year optional renewal periods as recommended by Dr. Donny Lee, Superintendent of Schools.

This item will be placed on the consent agenda for the regular meeting on September 21, 2026

RESOLUTION RELATED TO SALE OF LAMAR

Ms. Diann Scroggins, seconded by Ms Susan Grisel, motioned that the Wichita Falls Independent School District Board of Trustees approve the resolution to sale the property previously Lamar Elementary as submitted by Ms. Leah Horton, Chief Financial Officer and recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 7-0

HUMAN RESOURCES:

PERSONNEL REPORT

Ms. Jennifer Spurgers, 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 Work Session board meeting. The resignations/retirements have been accepted by Dr. Donny Lee, Superintendent of Schools, in accordance with the requirements of Policy DFE (LOCAL).

TEACHER APPLICANT POOL

Ms. Katherine McGregor, seconded by Mr. John Barnard, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool and addendum.

Carried unanimously by a vote of 7-0

BOARD MATTERS:**MEMORANDUM OF UNDERSTANDING BETWEEN WICHITA FALLS ISD AND REGION 9**

Mr. Jim Johnson, seconded by Ms. Diann Scroggins, moved that the Wichita Falls Independent School District Board of Trustees approve the MOU between Wichita Falls ISD and Region 9 for the collaborative effort to provide Lone Star Governance Training to Wichita Falls ISD Employee(s) and School Board Trustees during the 2026-2027 and 2027-2028 school years as recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 7-0

ORDER OF CERTIFICATE OF UNOPPOSED CANDIDATES

Ms Susan Grisel, seconded by Ms. Diann Scroggins, moved that the Wichita Falls Independent School District Board of Trustees approve the order to declare each unopposed candidate: District 1, Susan Grisel; District 3, Jason Johnson; District 5, Jim Johnson; At-Large, Sandy Camp, be elected to office and approve the certificate to submit to the Wichita County Elections Administrator as submitted and recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 7-0

ORDER OF CANCELLATION OF ELECTION

Ms Katherine McGregor, seconded by Ms. Diann Scroggins, moved that the Wichita Falls Independent School District Board of Trustees approve the order to cancel the November 3, 2026, School Board Trustee Election due to all candidates being unopposed: District 1, Susan Grisel; District 3, Jason Johnson; District 5, Jim Johnson; At-Large, Sandy Camp, as submitted and recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 7-0

CERTIFICATION OF COMPLIANCE WITH CERTAIN LAWS UNDER TEXAS EDUCATION CODE 39.008, AS ENACTED BY SENATE BILL 12

Ms Katherine McGregor, seconded by Mr. John Barnard, moved that the Wichita Falls Independent School District Board of Trustees approve the certification of compliance with certain laws under Texas Education Code 39.008 as enacted by SB12 as submitted and recommended by Dr. Donny Lee, Superintendent of Schools

Carried unanimously by a vote of 7-0

BOARD MINUTES:

Dr. Donny Lee, Superintendent of Schools requested that the Wichita Falls Independent School District Board of Trustees approves the proposed minutes of a work session on August 10, 2026 and regular meeting on August 17, 2026 as submitted by Dr. Donny Lee, Superintendent of Schools.

These items will be placed on the consent agenda for the regular meeting on September 21, 2026

UPCOMING EVENTS

Ms. Ashley Thomas, Communications Officer, informed the Board of Trustees on the events happening around the district.

RECESS:

Mr. Mark Lukert, board president, recessed the work session to go into closed session at 6:40 pm.

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)
2. Deliberations Regarding Abandonment of Contract by Teacher and the Attempt to Resign (Pursuant to Texas Government Code 551.074)
3. Deliberations Regarding Notifications to the State Board for Educator Certification of Teacher Contract Abandonment (Pursuant to Texas Government Code 551.074)

OPEN SESSION:

Mr. Mark Lukert, board president, called the meeting back into open session at 7:29 pm.

TEACHER CONTRACT ABANDONMENT

Mr. Jim Johnson, seconded by Mr. John Barnard, moved that the Wichita Falls Independent School District Board of Trustees issue a finding in accordance with Texas Education Code Section 21.210 (c) and 19 Texas Administrative Code 249.14(g), that good cause did not exist for Macie Hamner, a probationary contract teacher, to abandon her employment contract, abandon her position, and attempt to resign from Wichita Falls ISD.

Carried unanimously by a vote of 7-0

NOTIFICATION TO TEA OF CONTRACT ABANDONMENT

Ms Diann Scroggins, seconded by Ms. Katherine McGregor, moved that the Wichita Falls Independent School District Board of Trustees authorize Mr. Mark Lukert, Board President, to send a letter to the State Board for Educator Certification seeking sanctions for Macie Hamner, a probationary contract teacher, for abandonment of her employment contract.

Carried unanimously by a vote of 7-0

ADJOURNED:

With no more action to take, Mr. Mark Lukert, board president, adjourned the meeting from closed session at 7:31 pm.

President, Board of Trustees

Secretary, Board of Trustees

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES
WFISD ADMINISTRATION BUILDING – BOARD ROOM
PUBLIC HEARING SEPTEMBER 21, 2026**

CALL TO ORDER AND OPENING STATEMENT:

The Board of Trustees of the Wichita Falls Independent School District met in a Public Hearing on the above date. The meeting was called to order at 5:30 p.m. by Mr. Mark Lukert, board president.

Board members present: Ms. Katherine McGregor, Mr. Jim Johnson, Ms. Susan Grisel, Ms. Diann Scroggins, Ms. Sandra Camp, Mr. Mark Lukert, and Mr. John Barnard. Mr. Luckert 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: Dr. Donny Lee, Superintendent of Schools, Ms. Leah Horton, Chief Financial Officer, Ms. Jennifer Spurgers, Director of Human Resources, Dr. Jeff Brasher, Executive Director of Operations, Ms. Vanessa Dishman, Executive Assistant to the Superintendent of Schools, Ms. Keli Sims, Administrative Assistant to the Director of Human Resources, Dr. Cody Blair, Executive Director of Secondary Schools and Mr. Jeff Hill, Executive Director of Elementary Schools

Others Present: Mr. Brian Bibb, Lone Star Governance Coach

SCHOOLS FIRST REPORT (FINANCIAL INTEGRITY RATING SYSTEM OF TEXAS):

REPORT:

Ms. Leah Horton, Chief Financial Officer, presented the Wichita Falls ISD Board of Trustees and the public with the Schools FIRST Report. Wichita Falls ISD received a “B” rating.

PUBLIC COMMENT:

None

ADJOURNED:

Mr. Mark Lukert, board president, adjourned the Public Hearing at 5:46 p.m.

President, Board of Trustees

Secretary, Board of Trustees

**WICHITA FALLS INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES WFISD ADMINISTRATION
BUILDING – BOARD ROOM
BOARD MEETING SEPTEMBER 21, 2026**

CALL TO ORDER AND OPENING STATEMENT:

The Board of Trustees of the Wichita Falls Independent School District met in a board meeting on the above date. The meeting was called to order at 6:00 p.m. by Mr. Mark Lukert, board president.

Board members present: Mr. Mark Lukert, Ms. Katherine McGregor, Mr. Jim Johnson, Ms. Sandy Camp, Ms. Susan Grisel, Ms. Diann Scroggins and Mr. John Barnard. Mr. Lukert 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: Dr. Donny Lee, Superintendent of Schools, Ms. Leah Horton, Chief Financial Officer, Ms. Vanessa Dishman, Executive Assistant to the Superintendent of Schools, Ms. Jennifer Spurgers, Director of Human Resources, Ms. Keli Sims, Administrative Assistant to the Director of HR, Mr. Jeff Hill, Executive Director of Elementary Schools, Dr. Cody Blair, Executive Director of Secondary Schools, Dr. Jeff Brasher, Executive Director of Operations.

Others present: Mr. Brian Bibb, Lone Star Governance Coach, Mr. Jason Johnson, future trustee, community members and media.

PRESENTATION OF COLORS:

Memorial High School JROTC

INVOCATION:

Ms. Diann Scroggins

PUBLIC COMMENT:

None

SUPERINTENDENT OF SCHOOLS REPORT

Dr. Donny Lee, Superintendent of Schools, presented the following information to the trustees:

- Current student enrollment: 12,067 (end of 2025/2026: 12,222)
- Average Daily Attendance (ADA): 94.7%
- Classroom observation visits so far by Dr Lee, Dr Blair and Mr. Hill
 - 80 classes total; all campuses, 4 classrooms each campus
- Reviewed processes and forms used to monitor and direct staff to improve student outcomes
 - Principal Weekly Task Checklist
 - Instructional Walkthrough and Teacher Growth Dashboard
 - Campus Teacher Walkthrough Data Sheet
 - Classroom Observation Tool
 - Example of Procedure they looking for in a classroom:
 - Turn & Talk, the goal is for the students to be active in learning
- Went over District Goals for the 1, 2 and 5 years
- Asked that the trustees begin to think about what needs to be done about the three district buildings that are not currently bring used; Jefferson Elementary, Wichita Falls High School and Sam Houston Elementary.
- Military Supported and Connected Campuses aka Purple Star Campuses
 - 15 out of the 16 in Region 9 are WFISD campuses
 - \$14.8 million grant to enhance Sheppard Elementary from the Department of Defense
 - Tour with Sheppard AFB leadership on Monday, September 28, they have requested to visit the following campuses:
 - Sheppard Elementary
 - Hirschi Middle School
 - Legacy High School
 - Career Education Center
- Virtual School Planning
 - WFISD has lost most students to home school
 - District has been in discussions with the local home school coalition, State Rep James Frank and other Texas school districts that have virtual learning programs
 - Two options: Full-Time virtual and Part-Time virtual: core subjects virtual; electives and sports in person
 - Third party vendor would be used instead of hiring WFISD virtual teachers

- Application process: Open to enrolled WFISD students and outside of district students must be a student in good standing. More information to come
- Proposed name of WFISD program: Connected Options for Online Learning: COOL
- Time Frame:
 - October: release RFP for online course providers
 - November:
 - Interest indicator survey to community
 - Home School Coalition meeting: TBD
 - December: Report on virtual instruction at Board Work Session
 - January: Community Open House to discuss program
 - January/February: Seek board approval of online course provider/vendor
 - March: Finalize and post guidebook with plan and policies
 - April/May begin student application process for roll out in 2027/2028
- Congratulations to newest Senior Staff member; Dr. Jeff Brasher, Executive Director of Operations.
 - Previous 4-time Superintendent, administrator and most recently City Administrator in Seymour, Texas

CONSENT AGENDA:

MINUTES FROM AUGUST MEETINGS

AWARD OF CHARTER BUS SERVICE

Ms. Katherine McGregor, seconded by Mr. John Barnard, motioned that the Wichita Falls Independent School District Board of Trustees approve items listed in the Consent Agenda as recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 7-0

HUMAN RESOURCES:

TEACHER APPLICANT POOL ADDENDUM

Ms. Susan Grisel, seconded by Ms. Sandy Camp, moved that the Wichita Falls Independent School District Board of Trustees approve the proposed teacher applicant pool addendum.

Carried unanimously by a vote of 7-0

BOARD MATTERS:

SEPTEMBER QUARTERLY PROGRESS TRACKER-LONE STAR GOVERNANCE

Mr. Brian Bibb, Lone Star Governance Coach, reviewed the board of trustees progress thus far using the Quarterly Progress Tracker as the required Lone Star Governance Integrity Instrument.

Ms. Susan Grisel, seconded by Ms. Diann Scroggins, moved that the Wichita Falls Independent School District Board of Trustees receive and accept the Quarterly Progress Tracker as presented by Mr. Brian Bibb, Lone Star Governance Coach, and recommended by Dr. Donny Lee, Superintendent of Schools.

Carried unanimously by a vote of 7-0

RECESS:

Mr. Mark Lukert, board president, recessed the work session to go into closed session at 7:27 pm.

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)

ADJOURNED:

With no more action to take, Mr. Mark Lukert, board president, adjourned the meeting from closed session at 8:30 pm.

President, Board of Trustees

Secretary, Board of Trustees

WICHITA FALLS ISD BOARD OF TRUSTEES
October 19, 2026

Agenda Item:	Purchase of Eduphoria
Administrator Responsible:	Leah Horton, Chief Financial Officer
Attachments:	None
☒ Action Needed	☐ Future Action ☐ Information ☐ Report

Administrative Information:

That the Wichita Falls Independent School District Board of Trustees approve the purchase of Eduphoria through Region 10 in the amount of \$115,395.00, as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Explanation:

Wichita Falls ISD has utilized Eduphoria for the past 16 years. Eduphoria software subscription in the amount of \$115,395 for the period September 1, 2026, through August 31, 2027. The subscription provides districtwide applications supporting 1) student assessment and data analysis, 2) facilities, room, resource and event scheduling, 3) lesson planning and curriculum alignment, 4) electronic forms and workflow management, 5) district support ticket management (primarily Maintenance and Technology), and 6) employee evaluation and professional growth.

Component	Quantity	Rate	Annual Cost
1) Aware Premium	19*	\$2,505	\$47,595
2) Facilities & Events	24	\$510	\$12,240
3) Forethought	24	\$0	\$0
4) Form Space	24	\$510	\$12,240
5) Helpdesk	24	\$610	\$14,640
6) Strive	24	\$1,195	\$28,680
			\$115,395

*Aware Premium is available across the district, however, WFISD is charged for only 19 of its 24 sites. Eduphoria has grandfathered Brook Village, Haynes, Career Education Center, JJAEP, and DAEP at no cost. At the current Aware Premium rate, this represents \$12,525 in annual avoided licensing cost for the five grandfathered sites.

The expansion of Eduphoria components increases the annual cost by approximately \$31,000. The purchase will be made through an interlocal agreement with Region 10.

Fiscal Note:

This expenditure will be paid from budgeted Technology funds (\$91,560) and budgeted Curriculum funds (\$23,835). This expenditure is over \$100,000 which requires the Board of Trustees approval per Policy CH Local.

WICHITA FALLS ISD BOARD OF TRUSTEES
October 19, 2026

Agenda Item:	Purchase of Emergency Lines for Elevators		
Administrator Responsible:	Leah Horton, Chief Financial Officer		
Attachments:	Quote		
☒ Action Needed	☐ Future Action	☐ Information	☐ Report

Administrative Information:

That the Wichita Falls Independent School District Board of Trustees approve the purchase of AirDial elevator communication services from Zayo Group for a total cost to the district of \$39,764.76 over three years, as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Explanation:

Texas elevator safety requirements require elevators to have reliable two-way emergency communication between the elevator cab and a point outside the hoistway, including continued operation during a loss of normal building power.

The purchase of Zayo AirDial fulfills this required emergency communication and will connect to the existing elevator communication equipment. This solution provides multiple communication paths, ensuring emergency calls are completed even if one communication path is unavailable.

The district's current service does not provide the level of monitoring and reliability needed to consistently meet elevator safety requirements. Zayo AirDial will replace the current service and provide the communication connectivity, redundancy, and monitoring needed for the district's elevators while also reducing the district's cost.

Year 1, \$13,744.92 (\$735 parts)

Year 2, \$13,009.92

Year 3, \$13,009.92

Total, \$39,764.76

The purchase will utilize cooperative purchasing award TIPS 220105. WFISD Technology will install the equipment required

Fiscal Note:

This expenditure will be paid from budgeted Technology funds. This is a multi-year contract which requires the Board of Trustees approval per Policy CH Local.



Communication Services Quote

Service Attachment 1

Date Prepared: Friday, September 18, 2026
Organization: Wichita Falls Independent School District

Form Number: 1
Organization Type: Education - SP

Installation Site
Site Name: Wichita Falls ISD Administration
110 Broad Street,
Site Address: Wichita Falls, TX 76301
Contact:

Ship To Site
Site Name: Wichita Falls ISD Administration
110 Broad Street,
Site Address: Wichita Falls, TX 76301
ATTN:

Term of Service Requested: Three (3) Years

This Quote is valid until 5:00 p.m., Central Time, on Monday, November 16, 2026

Description				Total	
	One-time	Monthly	Quantity	One-time	Monthly
SIP Trunking Services - Includes 3,000 minutes of local and domestic LD ³ usage per channel or port per month					
POTS Line Replacement with Ooma AirDial® - cost per device. Includes monitoring and Remote Device Management. ** REQUIRES 36-MONTH AGREEMENT **	Use Ground Shipping				
Ooma AirDial® Line ¹²		\$24.00	15		\$360.00
Ooma AirDial® Site Survey - required		\$36.90	16		\$590.40
Ooma AirDial® Professional Installation - required and includes first three (3) hours		\$214.50	15	WAIVED	
Ooma AirDial® Professional Installation - each additional one (1) hour		\$412.50	15	WAIVED	
Ooma AirDial® External Antenna Assembly		\$165.00	31	WAIVED	
Ooma AirDial® External Antenna Cable, 50 feet		\$165.00	2	\$330.00	
Ooma AirDial® External Antenna Cable, 100 feet		\$55.00	0	\$0.00	
Ooma AirDial® External 24-hour Battery Backup System		\$110.00	2	\$220.00	
		\$10.00	0		\$0.00

Add-on Services

Configuration and Engineering Consulting

Integration with Customer firewall (ICB based on Customer's network)		ICB			\$0.00
LAN/WAN/PBX integration with Customer premises systems (hourly rate)	\$225.00			\$0.00	
Extend Service Demarcation Point (hourly rate)	\$225.00			\$0.00	
911 Configuration and changes	Included			\$0.00	

Subtotal Quoted Services \$0.00 \$950.40

Subtotal Quoted Equipment \$550.00

Estimated 911/E-911 Local Government Fees - based on location¹ location rate: \$1.00 \$16.00

Estimated USF and Government Fees - based on monthly voice service¹ 12.39% \$117.76

Total Ground-service Shipping Charges⁸ \$185.00

Total Quoted \$735.00 \$1,084.16

¹ All fees, surcharges, taxes, 411 (Directory Assisted) Calls, International and non-Continental US LD calls are billed in addition to the flat monthly rate. Additional required taxes, if applicable, will be charged according to the province or territory to which the service is delivered. See Master Service Agreement for the per-call and per-minute charges that are not included.

² Availability of additional telephone numbers vary per LATA. Please see your Zayo Account Manager for more details. Additional numbers are available with SIP Trunking service.

³ By default, service comes with International LD and 900/976 Calls disabled. International LD can be re-enabled upon customer request. 411 Calls can be disabled upon customer request.

⁴ May not be available in all markets

⁵ Customer must provide the end device; e.g., fax machine, paging adapter, analog handset, headset, etc. Zayo does not provide, sell, install, nor service these devices unless the paging adapter is a Zayo Algo SIP device

⁶ The Basic Site Assessment will include a cursory review of each site's network infrastructure including the network switching environment, Ethernet switch configurations, and requirements to enable 802.1Q, P802.1p and 802.1af (VLAN, QoS and PoE) capabilities. Zayo Field Services may also perform basic tests on the fiber and copper uplinks between the MDF and each of the IDF's and may place a test VoIP call from each LAN segment. Zayo Voice service requires the customer's LAN environment to meet certain specifications. All service delivery prices are based on expected site readiness to receive the services. In the event that Basic Site Assessments determine a need for site make-ready work, service may not be available until such work is completed by customer.

⁷ Enhanced Pinpoint 911 requires that each extension across the entire site participate and have its own telephone number. Customer must provide and actively maintain the Enhanced Pinpoint 911 database information.

⁸ Zayo end-user devices are shipped directly to the customer-requested location. A line item for shipping charges is included in the pricing proposal.

⁹ Zayo end-user device models and prices are subject to change. Zayo may replace certain end-user device models over the course of the contract, as needed, based on availability and technology changes. Zayo will work with each customer to discuss available end-user device models and revised pricing at time of any equipment order.

¹⁰ On-site, Desktop Handset Installation includes unboxing, assembling, and either placing the device on the desk or mounting on the wall as ordered. The device will be connected to an active network jack, assigned an extension number, and tested to ensure the device is functioning and able to make and receive calls. Empty boxes will be collected and removed from the site. On-site, Desktop Handset Installation does not include cabling or network troubleshooting. Customer is responsible for ensuring an active, Ethernet cable run is located within 1.5 meters (5 ft) of the installation location, and the RJ45 network jack is easily accessible and not blocked by items weighing more than 25 lbs. On-site, Wall-mounted Handset Installation involves an additional charge and may require the purchase of a wall-mount bracket, depending on the telephone handset model.

¹¹ On-site, SIP Notification Device Installation includes unboxing, assembling, and either rack-, ceiling-, or wall-mounting the device. The device will be connected to an active network jack, assigned an extension number (if appropriate), and tested to ensure the device is functioning properly. Empty boxes will be collected and removed from the site. On-site SIP Notification Device Installation does not include cabling or a mounting box (unless specifically itemized in the proposal above) or network troubleshooting. Customer is responsible to ensure an active, Ethernet cable run is located within 1.5 meters (5 ft) of the installation location, and the network jack is easily accessible and not blocked by items weighing more than 25 lbs.

¹² **Ooma Terms and Conditions:** Customer shall be subject to Ooma's subscriber terms and conditions then in effect, located at <http://www.ooma.com/terms/> (U.S.) [<https://www.ooma.ca/legal/terms/> (Canada)], <https://www.ooma.com/legal/enterprise-terms/> (Enterprise) and Privacy Policy which may be updated at any time at the sole discretion of Ooma ("Terms and Conditions"). Customer shall agree to the Terms and Conditions referenced. Ooma shall provide services to Customers following its standard operating procedures. Ooma may communicate with Customers through email, voice, text message, in each case as permitted by applicable Law, in the provision of the Ooma Services.

* The pricing above is the gross monthly price for service. Any changes will be approved by the customer's designated personnel before implementation.

* There are no traditional "line" restrictions imposed other than the physical limits of your hardware. All voice calls will have access to your entire Internet bandwidth, not just a segregated voice-only channel.

WICHITA FALLS ISD BOARD OF TRUSTEES
October 19, 2026

Agenda Item:	Purchase of Safety Door Locks		
Administrator Responsible:	Leah Horton, Chief Financial Officer		
Attachments:	None		
☒ Action Needed	☐ Future Action	☐ Information	☐ Report

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees approves the purchase of thirty-four (34) safety door locks in the amount not to exceed \$140,000, as submitted by Leah Horton, Chief Financial Officer, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Explanation:

Administration recommends Board approval for the purchase and installation of magnetic locking systems on designated specialized program classroom doors, primarily serving LEAP and other identified programs. The project addresses student safety concerns related to elopement while ensuring compliance with fire safety and emergency egress requirements.

The proposed magnetic locking systems will integrate with existing campus fire alarm panels to provide a compliant locking solution. Texoma Security will provide and install the magnetic locking hardware at an estimated cost of \$3,000 per door, and Commercial & Industrial will complete the necessary fire alarm panel connections at approximately \$500 per door.

The total estimated project cost will not exceed \$140,000, subject to confirmation of the final vendor pricing variance per each door. The project will establish a standardized, code-compliant solution across identified campuses, replacing insufficient locking devices and enhancing student safety.

Fiscal Note:

This expenditure is to be funded with budgeted Special Programs funding. The project expenditure exceeds \$100,000, which requires Board approval per Policy CH(Local).

WICHITA FALLS ISD BOARD OF TRUSTEES
October 19, 2026

Agenda Item: Board Resolution for Oncor Easement

Administrator Responsible: Leah Horton, Chief Financial Officer

Presentation:

 X Action Needed For Discussion Presentations Report

Administrative Information:

That the Wichita Falls Independent School District Board of Trustees approve the Board Resolution granting an Aerial Easement and Right of Way to Oncor Electric Delivery Company LLC as submitted by Leah Horton, Chief Financial Officer and as recommended by Dr. Donny Lee, Superintendent of Schools.

Explanation

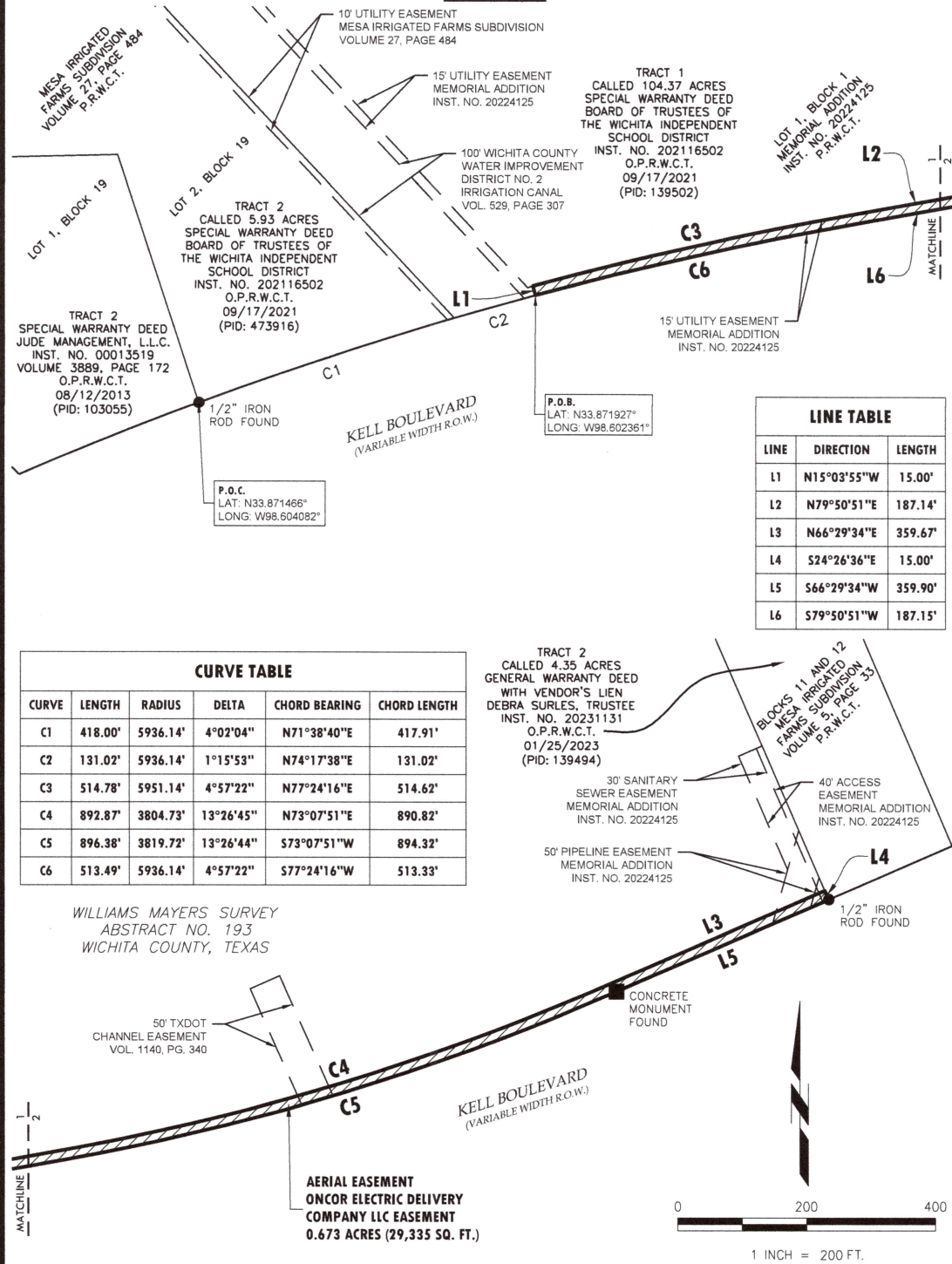
Oncor Electric Delivery Company has requested an Aerial Easement for the purpose of installing electrical power cables and communications cables. The easement will be located on the south side of the Memorial High School property along Kell Blvd.

Fiscal Impact

Oncor is paying the district \$35,552.00 for the rights to the easement. The fee was calculated at \$1.00 per linear foot. The total linear foot of the proposed air space easement is 35,552' +/-.

EXHIBIT "A"

PG 1 OF 3



CURVE	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C1	418.00'	5936.14'	4°02'04"	N71°38'40"E	417.91'
C2	131.02'	5936.14'	1°15'53"	N74°17'38"E	131.02'
C3	514.78'	5951.14'	4°57'22"	N77°24'16"E	514.62'
C4	892.87'	3804.73'	13°26'45"	N73°07'51"E	890.82'
C5	896.38'	3819.72'	13°26'44"	S73°07'51"W	894.32'
C6	513.49'	5936.14'	4°57'22"	S77°24'16"W	513.33'

LINE	DIRECTION	LENGTH
L1	N15°03'55"W	15.00'
L2	N79°50'51"E	187.14'
L3	N66°29'34"E	359.67'
L4	S24°26'36"E	15.00'
L5	S66°29'34"W	359.90'
L6	S79°50'51"W	187.15'

WFS/PRKWY1552/SEYMOUR ESMTS
WO30989755
ONCOR ELECTRIC DELIVERY
COMPANY LLC EASEMENT

0.673 ACRES (29,335 SQ. FT.) IN
WILLIAMS MAYERS SURVEY, A-193
WICHITA COUNTY, TEXAS

LEGEND

- ADJACENT LINE
- SURVEY/ABSTRACT LINE
- EXISTING EASEMENT LINE
- CONCRETE MONUMENT FOUND
- IRON ROD FOUND
- P.O.B. POINT OF BEGINNING
- P.O.C. POINT OF COMMENCING

P.R.W.C.T. PLAT RECORDS, WICHITA COUNTY, TEXAS

O.P.R.W.C.T. OFFICIAL PUBLIC RECORDS, WICHITA COUNTY, TEXAS

ONCOR ELECTRIC DELIVERY COMPANY LLC 15' ESMT

LANDPOINT

www.landpoint.net

4100 INTERNATIONAL PLAZA
SUITE 240
FORT WORTH, TX 76109
(800) 348-5254
TBPELS REG. NO. 10194220

NOTES:

- SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAT AN ACCURATE ABSTRACT OF TITLE MAY DISCLOSE.
- BASIS OF BEARINGS IS TEXAS STATE PLANE COORDINATE SYSTEM (NAD83), NORTH CENTRAL ZONE, (4202)

EXHIBIT "A"**LEGAL DESCRIPTION**

Being a 0.673 acre tract of land out of a called 104.37 acre tract, Lot 1, Block 1, of Memorial Addition, recorded in Instrument Number 20224125, of the Plat Records of Wichita County, Texas (P.R.W.C.T.), conveyed by Special Warranty Deed to Board of Trustees of the Wichita Independent School District dated September 17th, 2021, recorded in Instrument Number 202116502 of the Official Public Records of Wichita County, Texas (O.P.R.W.C.T.), and being situated in the William Mayers Survey, Abstract Number 193, Wichita County, Texas and being more particularly described by metes and bounds as follows: (All courses herein are based on the Texas State Plane Coordinate System (NAD83), North Central Zone).

COMMENCING at a 1/2 inch iron rod found at the Southeast corner of Lot 1, Block 19, of Mesa Irrigated Farms Subdivision, recorded in Volume 27, Page 484, P.R.W.C.T., conveyed by Special Warranty Deed to Jude Management, L.L.C. dated August 12th, 2013, recorded in Instrument Number 00013519 and Volume 3889, Page 172, O.P.R.W.C.T., same being the Southwest corner of a called 5.93 acre tract, Lot 2, Block 19, of said Mesa Irrigated Farms Subdivision, conveyed by said Special Warranty Deed to Board of Trustees of the Wichita Independent School District, in the North Right-of-Way line of Kell Boulevard (variable width Right-of-Way), and the beginning of a compound curve to the right;

THENCE in a Northeasterly direction, with the South line of said Lot 2, Block 19, common to said North Right-of-Way line, with said curve to the right having a radius of 5936.14 feet, a delta of 4°02'04", an arc length of 418.00 feet, a chord bearing North 71°38'40" East, and a chord length of 417.91 feet, the end of said curve and at the Southeast corner of said Lot 2, Block 19, same being an angle corner of said Lot 1, Block 1, and the beginning of a curve to the right;

THENCE in a Northeasterly direction, with the South line of said Lot 1, Block 1, common to said North Right-of-Way line, with said compound curve to the right having a radius of 5936.14, a delta of 1°15'53", an arc length of 131.02 feet, a chord bearing North 74°17'38" East, and a chord length of 131.02, the end of said curve and the POINT OF BEGINNING of herein described tract;

THENCE North 15° 03' 55" West, a distance of 15.00 feet, to a point for corner, and the beginning of a curve to the right;

THENCE in a Northeasterly direction, with said curve to the right having a radius of 5951.14 feet, a delta of 4°57'22", an arc length of 514.78 feet, a chord bearing North 77°24'16" East, and a chord length of 514.62 feet, the end of said curve;

THENCE North 79° 50' 51" East, a distance of 187.14 feet, to a point for corner, and the beginning of a curve to the left;

THENCE in a Northeasterly direction, with said curve to the left having a radius of 3804.73 feet, a delta of 13°26'45", an arc length of 892.87 feet, a chord bearing North 73°07'51" East, and a chord length of 890.82 feet, the end of said curve;

THENCE North 66° 29' 34" East, a distance of 359.67 feet, to the East line of said Lot 1, Block 1, common to the West line of a called 4.35 acre tract, Blocks 11 and 12, of Mesa Irrigated Farms Subdivision, recorded in Volume 5, Page 33, P.R.W.C.T., conveyed by General Warranty Deed with Vendor's Lien to Debra Surles, Trustee dated January 25th, 2023, recorded in Instrument Number 20231131, O.P.R.W.C.T.;

THENCE South 24° 26' 36" East, with said common line, a distance of 15.00 feet, to a 1/2 inch iron rod found at the Southeast corner of said Lot 1, Block 1, same being the Southwest corner of said Blocks 11 and 12, and in said North Right-of-Way line;

THENCE with the South line of said Lot 1, Block 1, common to said North Right-of-Way line, the following courses and distances:

- - - CONT ON NEXT PAGE - - -

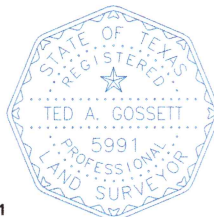


WFS/PRKWY1552/SEYMOUR ESMTS
WO30989755
ONCOR ELECTRIC DELIVERY
COMPANY LLC EASEMENT

0.673 ACRES (29,335 SQ. FT.) IN
WILLIAMS MAYERS SURVEY, A-193
WICHITA COUNTY, TEXAS

I, Ted A. Gossett, certify that this survey was prepared under my direct supervision from a survey made on the ground on 02/12/2026 and this plot correctly represents the facts found at the time of said survey.

Ted A. Gossett
Ted A. Gossett State of Texas R.P.L.S. No. 5991



LANDPOINT

www.landpoint.net

4100 INTERNATIONAL PLAZA
SUITE 240
FORT WORTH, TX 76109
(800) 348-5254
TBPELS REG. NO. 10194220

NOTES: 1. SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAT AN ACCURATE ABSTRACT OF TITLE MAY DISCLOSE.
2. BASIS OF BEARINGS IS TEXAS STATE PLANE COORDINATE SYSTEM (NAD83), NORTH CENTRAL ZONE. (4202)

EXHIBIT "A"LEGAL DESCRIPTION

South 66° 29' 34" West, a distance of 359.90 feet, to a concrete monument found, and the beginning of a curve to the right;

in a Southwesterly direction, with said curve to the right having a radius of 3819.72 feet, a delta of 13°26'44", an arc length of 896.38 feet, a chord bearing South 73°07'51" West, and a chord length of 894.32 feet, the end of said curve;

South 79° 50' 51" West, a distance of 187.15 feet, to a point for corner, and the beginning of a curve to the left;

in a Southwesterly direction, with said curve to the left having a radius of 5936.14 feet, a delta of 4°57'22", an arc length of 513.49 feet, a chord bearing South 77°24'16" West, and a chord length of 513.33 feet, the end of said curve and the POINT OF BEGINNING of herein described tract and containing 0.673 acres or 29,335 square feet of land, more or less.



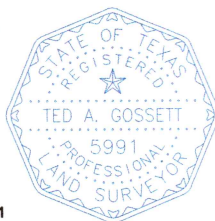
WFS/PRKWY1552/SEYMOUR ESMTS
WO30989755
ONCOR ELECTRIC DELIVERY
COMPANY LLC EASEMENT

0.673 ACRES (29,335 SQ. FT.) IN
WILLIAMS MAYERS SURVEY, A-193
WICHITA COUNTY, TEXAS

I, Ted Allen Gossett, certify that this survey was prepared under my direct supervision from a survey made on the ground on 02/12/2026 and this plot correctly represents the facts found at the time of said survey.

Ted A. Gossett

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CURVE TABLE					
CURVE	LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C1	300.00'	5936.14'	2°53'44"	N68°10'46"E	299.97'
C2	410.88'	5951.14'	3°57'21"	N71°36'37"E	410.80'
C3	418.00'	5936.14'	4°02'04"	S71°38'40"W	417.91'

LINE TABLE		
LINE	DIRECTION	LENGTH
L1	S44°57'08"E	105.20'
L2	N18°16'23"W	15.01'
L3	S43°17'05"E	16.82'

TRACT 1
CALLED 104.37 ACRES
SPECIAL WARRANTY DEED
BOARD OF TRUSTEES OF THE
WICHITA INDEPENDENT
SCHOOL DISTRICT
INST. NO. 202116502
O.P.R.W.C.T.
09/17/2021
(PID: 139502)

100' WICHITA COUNTY
WATER IMPROVEMENT
DISTRICT NO. 2
IRRIGATION CANAL
VOL. 529, PAGE 307

TRACT 2
CALLED 5.93 ACRES
SPECIAL WARRANTY DEED
BOARD OF TRUSTEES OF THE
WICHITA INDEPENDENT
SCHOOL DISTRICT
INST. NO. 202116502
O.P.R.W.C.T.
09/17/2021
(PID: 473916)

TRACT 2
SPECIAL WARRANTY DEED
JUDE MANAGEMENT, L.L.C.
INST. NO. 00013519
VOLUME 3889, PAGE 172
O.P.R.W.C.T.
08/12/2013
(PID: 103055)

AERIAL EASEMENT
ONCOR ELECTRIC DELIVERY
COMPANY LLC EASEMENT
0.143 ACRES (6,217 SQ. FT.)

3" IRON ROD
WITH ALUMINUM
CAP FOUND

3" IRON ROD
WITH ALUMINUM
CAP FOUND

KELL BOULEVARD
(VARIABLE WIDTH R.O.W.)

P.O.B.
LAT: N33.871466°
LONG: W98.604082°

P.O.C.
LAT: N33.871363°
LONG: W98.605245°

WILLIAMS MAYERS SURVEY
ABSTRACT NO. 193
WICHITA COUNTY, TEXAS

SISK RD.
(VARIABLE WIDTH R.O.W.)

0 200 400

1 INCH = 200 FT.



WFS/PRKWY1552/SEYMOUR ESMTS
WO30989755
ONCOR ELECTRIC DELIVERY
COMPANY LLC EASEMENT

0.143 ACRES (6,217 SQ. FT.) IN
WILLIAMS MAYERS SURVEY, A-193
WICHITA COUNTY, TEXAS

LEGEND

— ADJACENT LINE	P.R.W.C.T.	PLAT RECORDS, WICHITA COUNTY, TEXAS
- - - SURVEY/ABSTRACT LINE	O.P.R.W.C.T.	OFFICIAL PUBLIC RECORDS, WICHITA COUNTY, TEXAS
— EXISTING EASEMENT LINE	IRON ROD FOUND	ONCOR ELECTRIC DELIVERY COMPANY LLC 15' ESMT
● P.O.B. POINT OF BEGINNING		
○ P.O.C. POINT OF COMMENCING		

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2. BASIS OF BEARINGS IS TEXAS STATE PLANE COORDINATE SYSTEM (NAD83), NORTH CENTRAL ZONE. (4202)

WICHITA FALLS ISD BOARD OF TRUSTEES
October 19, 2026

Agenda Item:	Policy Changes – 2 nd Reading		
Administrator Responsible:	Dr. Jeffrey Brasher, Executive Director of Operations		
Attachments:	Annotated policies for review		
☒ Action Needed	☐ Future Action	☐ Presentation	☐ Report

Administrative Recommendation:

That the Wichita Falls Independent School District Board of Trustees review the (LOCAL) policies that were updated due to an administration position change submitted by Dr. Jeffrey L. Brasher, Executive Director of Operations, and as recommended by Dr. Donny Lee, Superintendent of Schools.

Explanation:

Changes in district staffing or other factors can require changes in district policy. The hiring of an Executive Director of Operations resulted in recommendations to (LOCAL) policies. These policies are for review currently.

LOCAL policies to be revised are:

DBD (LOCAL)
FDA (LOCAL)
FDB (LOCAL)
FM (LOCAL)

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CONFLICT OF INTEREST

DBD
(LOCAL)

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

**Disclosure —
General Standard**

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

Specific Disclosures
Substantial Interest

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

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

Interest in Property

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

Annual Financial
Management
Report

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

[See BBFA]

Gifts

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

Endorsements

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

Sales

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

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CONFLICT OF INTEREST

DBD
(LOCAL)

**Nonschool
Employment**

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

Private Tutoring

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

**Personal Services
Performed by an
Administrator**

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

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

ADMISSIONS
INTERDISTRICT TRANSFERS

FDA
(LOCAL)

Authority

The Superintendent is authorized to accept or reject any transfer requests, provided that such action is without regard to race, religion, color, sex, disability, national origin, or ancestral language.

Transfer Requests

Out of District (interdistrict) transfers apply to students living outside Wichita Falls Independent School District (WFISD). Approved interdistrict transfers are granted for the grade span of the campus. An approved elementary transfer does not guarantee a specific secondary school.

Interdistrict transfers will be accepted and reviewed by the student assignment office throughout the school year. Prior to approving or denying an interdistrict transfer the student assignment office will review the applicant's previous academic, disciplinary, and attendance records. If the requested campus is at capacity or not available due to mileage the student assignment office will work with the applicant to select an alternate campus.

The following criteria will also be considered before approving an interdistrict transfer:

- Student must be a Texas resident
- Distance to school requested
- Available space at the school requested
- Prior academic, disciplinary, and attendance history in WFISD or current school district.
- Balanced Enrollment
- Individual needs of the student and reason for the transfer
- Legal requirements affecting student transfer process
- Special course requests
- Medical reason(s) with physician's statement explaining the specific medial need
- Siblings attending a WFISD school
- Other factors WFISD deems relevant to the request

Transportation

WFISD does not provide transportation for transfer students unless otherwise required by law or specified District specialized programs. Parents whose transfer requests are approved will be responsible for providing transportation to and from the campus.

**Transfer
Agreements**

A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulations of the District.

ADMISSIONS
INTERDISTRICT TRANSFERS

FDA
(LOCAL)

Violation of the terms of the agreement may result in immediate revocation.

Proof of Residence

Proof of residence for interdistrict transfers requires a two-step verification process:

- Step One: A current lease agreement, recent property tax statement, or mortgage statement proving residence outside of Wichita Falls ISD.
- Step Two: Provide two of the following documents with addresses matching the statement in step one:
 - Utility bill (gas, electric, water)
 - Driver's license or government issued identification
 - Voter Registration certificate

Revocations

Transfers are considered a privilege. Transfers may be revoked by the receiving principal with the approval of the Superintendent or designee for any of the following reasons:

- Student becomes a disruption to school operations;
- Student becomes a detriment to the learning of other students;
- Student has persistent disciplinary or attendance problems;
- Lack of parental cooperation and support. Documentation of these events must be shared with the Director of Student Services for verification prior to revocation;
- Changes in the facility and/or instructional capacity at the campus;
- Falsification of residence, transfer, or enrollment documents; or
- Other relevant factors as determined by the building principal.

Change of Residence

An interdistrict student who moves into WFISD but outside his or her approved campus and wishes to complete the remainder of the academic year may do so with principal approval. However, to stay at the campus for subsequent years will require a submitted transfer request and approval by the District Transfer Committee.

An interdistrict student who changes primary residence but remains outside of WFISD must update the new address with the campus registrar.

Using a false address or refusing to update an address is grounds for an immediate revocation by the campus principal.

ADMISSIONS
INTERDISTRICT TRANSFERS

FDA
(LOCAL)

Honors

High school students transferring their senior year only cannot be considered for valedictorian or salutatorian. A student must have been enrolled in the same high school in the District at the end of his or her junior year and for his or her entire senior year immediately preceding graduation to be considered. [See EIC(LOCAL)]

Athletic Eligibility

A student may not transfer for the purpose of participation in extracurricular activities.

Transfer students are subject to all University Interscholastic League (UIL) eligibility requirements. All transfer students who wish to participate in varsity competition must complete the UIL Previous Athletic Participation Form. All Previous Athletic Participation forms will be reviewed by the UIL District Executive Committee (DEC). Varsity eligibility or length of ineligibility will be determined by the DEC. All student athletes are subject to a minimum of two home visits per year conducted by members of the coaching staff. All findings will be shared with the Director of Athletics and any possible UIL violations or falsifying of addresses will be reported to the Director of Student Assignment and the District Executive Committee for UIL.

**Academic and
Performing Arts**

To be eligible for other extracurricular activities, transfer students must be enrolled and attending the transfer school 15 calendar days prior to the application deadline for tryouts or election.

Falsifying Addresses

Student or families who falsify their address to attend another school or seek a transfer with false information will be removed from the campus of attendance and return to their assigned attendance zone or school district.

If it is discovered a student is attending a school under false information the campus principal and their designee will give the family 10 business days to update their address and provide an accurate proof of residence according to FDA (LOCAL) prior to moving the student back to their home campus.

Falsifying information is a violation of the Texas Penal Code and Texas Education Code.

- Texas Penal Code: Section 37.10 — Tampering with Government Records: Class A Misdemeanor punishable by up to one year in jail, a fine of up to \$4,000, or both jail time and a fine.
- Texas Education Code: Section 25.001(h) — In addition to the penalty provided by Section 37.10, Texas Penal Code, a person who knowingly falsifies information on a form required for enrollment of a student in a school district is liable to the

ADMISSIONS
INTERDISTRICT TRANSFERS

FDA
(LOCAL)

district if the student is not eligible for enrollment but is enrolled based on the false information. The person is liable for the period during which the ineligible student is enrolled, for the greater of: (1) The maximum tuition fee the district may charge under Section 25.038 of this code; or (2) The amount the district has budgeted for each student as maintenance and operating expenses.

Tuition

If the District charges tuition, the amount shall be set by the Board, within statutory limits.

Waivers

The Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian. [See FP]

Nonpayment

The District may initiate withdrawal of students whose tuition payments are delinquent.

Appeals

Level I Appeal

A written petition submitted by the parent will be considered within 15 days of the decision. Parents are asked to provide a written petition to the ~~assistant superintendent~~ **executive director of operations** stating the extenuating circumstances that they wish to be considered in requesting a change in the decision. The written petition and supporting documentation must be submitted in person to the ~~assistant superintendent~~ **executive director of operations** at 1104 Broad St., Wichita Falls, TX 76301.

The Level I Appeal decision will be issued on or before the end of the fifth business day following the receipt of the written petition.

If a parent is not satisfied with the decision of the Level I Appeal, the parent may file a Level II Appeal to the WFISD Board of Trustees.

Level II Appeal

A written request for an Appeal to the Board must be filed with the office of the Superintendent no later than the fifth (5th) business day following the parent's receipt of the Level I Appeal decision.

The written request for appeal to the Board may be submitted in any format, including email directed to the Superintendent's secretary or by filing a hard copy of the same with the Office of Student Assignment, at 1104 Broad St., Wichita Falls, TX 76301. The appeal will be considered by the WFISD Board of Trustees.

The Board will consider each written petition and evidence submitted in support of the same, as well as the findings of the Level I Appeal. The Board's review will be limited to the information considered on the Level I Appeal. Any action on the Appeal will be taken in Open Session.

ADMISSIONS
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB
(LOCAL)

A student shall be assigned to a school in the attendance area in which he or she resides.

Class Changes

The campus principal shall be authorized to investigate and approve the transfer of a student from one classroom to another on that campus.

Transfers Between Schools

The District Transfer Committee shall be authorized to investigate and approve transfers between schools. A student's intradistrict transfer request shall be evaluated on a case-by-case basis and in accordance with administrative regulations. Guidelines can be found in FDB(REGULATION).

Note: For the transfer of a student who is the victim of bullying or who engaged in bullying, see FDB(LEGAL). For the transfer of a student who attends a persistently dangerous school, becomes a victim of a violent criminal offense, or becomes a victim of sexual assault see FDE.

Please refer to FDB(REGULATION) for updates on:

- Updated dates regarding transfer window dates;
- Where Centralized Programs are located;
- Explanation of secondary versus high school transfers for the graduating classes of 2029, 2030, 2031; and
- Special circumstances for transfers related to the closure and consolidation of campuses.

**All Students
Currently Enrolled
on a Transfer**

The transfer request must be submitted during the general transfer window in January each year.

A granted transfer is a privilege. An approved transfer to a specific elementary school does not guarantee approval to a secondary school. Elementary transfers take place during kindergarten-grade 4. Secondary transfers take place during fifth grade. The first opportunity to apply for a secondary transfer occurs during January of a student's fifth grade year. Once a student enters sixth grade secondary transfers are not allowed. Transfers in accordance with state law, Board policy, and for the International Baccalaureate (IB) Program at Legacy High School will still be reviewed by the Transfer Committee. Any intradistrict secondary transfer made after the eighth grade will result in a one-year loss of varsity eligibility. This applies to employees, military families, and peace officers. IB transfers will follow guidelines published in the University Interscholastic League Constitution and Contest Rules.

ADMISSIONS
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB
(LOCAL)

Renewal

All transfers are granted for the grade span at the campus. An approved transfer to an elementary school does not guarantee approval to a particular secondary school.

Beginning with the graduating class of 2032, high school transfers shall not be permitted. The District requires students to apply for a secondary transfer, which places a student in a middle school feeder system where they shall remain through graduation. Any subsequent transfer or return to home campus shall result in loss of athletic eligibility for all transfer students including military, district employees, and IB transfers.

District Transfer Committee

Beginning January 1, 2023, all student transfers will be reviewed, approved, or denied by the District Transfer Committee made up of seven members:

- Superintendent or designee(s)
- Elementary School Campus Administrator
- Middle School Campus Administrator
- High School Campus Administrator
- Director of Student Services
- Director of Student Assignment

Transfer Procedures

[Transfer request forms](#)¹ are available on the District's website during the transfer window.

Elementary transfers apply to students entering kindergarten-grade 5. All transfers must meet academic, attendance, and discipline requirements established in FDB(LOCAL).

Secondary transfers apply to students entering sixth grade. Once a student is established at a middle school they remain in their feeder pattern. Any approved subsequent transfer will result in a loss of varsity eligibility in UIL activities including athletics and fine arts.

Transfers open annually in the month of January. The Transfer Committee will review all applications and notify families of the decision.

Transfers will not be approved for transportation, convenience to parental employment, friendship groups, sports teams, or any other school established organization.

If the transfer is approved, it is the responsibility of family to provide all required proof of residence to the campus the student is approved to attend. Failure to provide the required documents will

ADMISSIONS
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB
(LOCAL)

result in the approved transfer being revoked by the campus principal.

Proof of residence for intradistrict transfers requires a two-step verification process.

- Step 1: A current lease agreement, recent property tax statement, or mortgage statement proving residence in Wichita Falls ISD.
- Step 2: Provide two of the following documents with addresses matching the statement in step 1:
 - Utility bill (gas, electric, water)
 - Driver's license or government-issued identification
 - Voter registration certificate

The principal or designee can request at any time for a family to update or provide additional proof of residence.

Employee Student Transfers

Any District employee's students will be considered for a student transfer. As a benefit of employment, employee student transfers will be considered.

WFISD employees are required to use the transfer period for all requests. New employees or employees changing campus assignments have 30 days to request a transfer for their student.

Employee transfer requests outside of the transfer period will be reviewed as an administrative transfer. Employee transfers must meet all grade, attendance, and behavioral requirements included in FDB(LOCAL).

Extenuating Circumstances Transfers

An extenuating circumstances transfer may be considered by the District Transfer Committee.

Administrative Transfers

An administrative transfer to another appropriate school setting may be made at any time when it is in the best interest of the student. An example of an administrative transfer could be documented bullying. All University Interscholastic League (UIL) eligibility rules apply to an administrative transfer.

Level I Appeal

A written petition submitted by the parent will be considered within 15 days of the committee decision. Parents are asked to provide a written petition to the ~~assistant superintendent~~ **executive director of operations** stating the extenuating circumstances that they wish to be considered in requesting a change in assignment. The written petition may be submitted in any format. The request should include the student's current assigned campus, the student's

ADMISSIONS
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB
(LOCAL)

assigned campus for the following school year, the requested campus, the name of the student and parent, current home address, phone number, and email address. The request may also include any documentation that would support the request for a change in campus assignment.

The written petition and supporting documentation must be submitted in person to the ~~assistant superintendent~~ **executive director of operations** at 1104 Broad St., Wichita Falls, TX 76301.

The Level I Appeal decision will be issued on or before the end of the fifth (5th) business day following the receipt of the written petition.

If a parent is not satisfied with the decision of the Level I Appeal, the parent may file a Level II Appeal to the WFISD Board of Trustees.

Level II Appeal

A written request for an appeal to the Board must be filed with the office of the Superintendent no later than the fifth (5th) business day following the parent's receipt of the Level I Appeal decision. The written request for appeal to the Board may be submitted in any format, including email directed to the Superintendent's secretary or by filing a hard copy of the same with the Office of Student Assignment, at 1104 Broad St., Wichita Falls, TX 76301.

The appeal will be considered by the WFISD Board of Trustees. The Board will consider each written petition and evidence submitted in support of the same, as well as the findings of the Level I Appeal. The Board's review will be limited to the information considered on the Level I Appeal. Any action on the appeal will be taken in open session.

Note: Appeals under FDB(LOCAL) follow an expedited timeline.

**Specialized District
Program Placements**

Specialized Program Campuses are updated each year in FDB(REGULATION).

Services Provided
at All Grade Levels

All other special education and related services are offered to eligible students according to their individualized education programs (IEPs). Students whose IEPs specify services through the Bridging Academics & Character (BAC), Social Skills, Academic Study Skills, Speech, and related services including Occupational Therapy, Physical Therapy, and other services determined by the admission, review, and dismissal (ARD) committee, are provided these services at all schools.

ADMISSIONS
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB
(LOCAL)

The Functional Program is offered at Fowler and Franklin Elementaries and at all secondary schools.

Siblings of District Centralized Programs students must meet criteria established in FDB(LOCAL) and will be reviewed as an administrative transfer. School capacity and all other transfer requirements will be considered prior to approval.

- Early Childhood Programs placement by the Coordinator of Early Childhood
- Early Childhood Special Education (ECSE) at Brook Village Early Learning, Haynes Early Learning, and Cunningham Elementary
- Prekindergarten at Brook Village Early Learning, Burgess Elementary, Cunningham Elementary, Fain Elementary, Fowler Elementary, McNiel Elementary, Milam Elementary, Scotland Park Elementary, Sheppard Elementary
- Head Start at Haynes Early Learning or Brook Village Early Learning

**International
Baccalaureate
Transfer**

International Baccalaureate (IB) at Legacy High School must be approved by the District's IB Coordinator and the Superintendent's designee. IB students must enroll in the required honors courses in grades 9-10 and IB courses in grades 11-12. Failure will result in removal from the IB program and being sent to home campus.

Considerations

The following factors will be considered before approving transfers:

- Available space
- Teacher allocation
- Balanced enrollment
- Student behavior and discipline record
- Attendance
- Tardies

Other factors may include but are not limited to:

- Individual needs of the student and reason for transfer;
- Legal requirements affecting student transfer requests;
- Effect the transfer will have on the home school and receiving school;
- Special course request;

ADMISSIONS
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB
(LOCAL)

- Medical reason(s) with physician's statement explaining the specific medical need (must accompany the transfer request form);
- Desire to keep families together (when similar age siblings are currently attending different schools) when space is available; and
- Other factors the administration deems relevant to the request.

If a school reaches capacity, transfer requests may be denied.

Transportation

WFISD does not provide transportation for transfer students unless otherwise required by law or specified District specialized programs. Parents whose transfer requests are approved will be responsible for providing transportation to and from the campus.

Revocation

Transfers are considered a privilege. These transfers may be revoked by the receiving principal with the approval of the Superintendent or designee for any of the following reasons:

- Student becomes a disruption to school operations;
- Student becomes a detriment to the learning of other students;
- Student has persistent disciplinary or attendance problems;
- Lack of parental cooperation and support. Documentation of these events must be shared with the Director of Student Services for verification prior to revocation;
- Changes in the facility and/or instructional capacity at the campus;
- Falsification of residence, transfer, or enrollment documents; or
- Other relevant factors as determined by the building principal.

Once a transfer is revoked, the student must return to his or her home school. Except when deemed necessary by the Superintendent or designee, no further transfer request will be granted for this student.

**Change of
Residence**

A student who moves within WFISD but outside his or her original attendance area and wishes to remain at the campus of origin for the remainder of the school year may do so with principal approval. However, to stay at the campus for subsequent years will require a submitted transfer request and approval by the District Transfer Committee. The same criteria will be used as stated previously.

ADMISSIONS
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB
(LOCAL)

Honors

High school students transferring their senior year only cannot be considered for valedictorian or salutatorian. A student must have been enrolled in the same high school in the District at the end of his or her junior year and for his or her entire senior year immediately preceding graduation to be considered. [See Extenuating Circumstances above]

**Athletic and
Extracurricular
Participation**

A student may not transfer for the purpose of participation in extracurricular activities.

To maintain UIL varsity eligibility a student must transfer at the first opportunity. This is the transfer period during January of fifth grade. Any subsequent intradistrict transfer after the first opportunity will result in the loss of UIL varsity eligibility for one calendar year. This applies to Military, Peace Officers and WFISD Employees as well.

Athletics

Transfer students are subject to all University Interscholastic League (UIL) eligibility requirements. All transfer students who wish to participate in varsity competition must complete the UIL Previous Athletic Participation Form. All Previous Athletic Participation forms will be reviewed by the UIL District Executive Committee (DEC). Varsity eligibility or length of ineligibility will be determined by the DEC.

All student athletes are subject to a minimum of two home visits per year conducted by members of the coaching staff. All findings will be shared with the Director of Athletics and any possible UIL violations or falsifying of addresses will be reported to the Director of Student Assignment and the District Executive Committee for UIL.

**Academic
Performing Arts
Programs**

To be eligible for other extracurricular activities, transfer students must be enrolled and attending the transfer school 15 calendar days prior to the application deadline for tryouts or election.

**Falsifying
Addresses**

Student or families who falsify their address to attend another school or seek a transfer with false information will be removed from the campus of attendance and return to their assigned attendance zone.

If it is discovered a student is attending a school under false information the campus principal and their designee will give the family 10 business days to update their address and provide an accurate proof of residence according to FDB(LOCAL) prior to moving the student back to their home campus.

Falsifying information is a violation of the Texas Penal Code and Texas Education Code.

ADMISSIONS
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB
(LOCAL)

- Texas Penal Code: Section 37.10 — Tampering with Government Records: Class A Misdemeanor punishable by up to one year in jail, a fine of up to \$4,000, or both jail time and a fine.
- Texas Education Code: Section 25.001(h) — In addition to the penalty provided by Section 37.10, Texas Penal Code, a person who knowingly falsifies information on a form required for enrollment of a student in a school district is liable to the district if the student is not eligible for enrollment but is enrolled on the basis of the false information. The person is liable for the period during which the ineligible student is enrolled, for the greater of: (1) The maximum tuition fee the district may charge under Section 25.038 of this code; or (2) The amount the district has budgeted for each student as maintenance and operating expenses.

¹ District's Transfer Request Forms:

<https://www.wfisd.net/departments/student-services/student-transfers>

STUDENT ACTIVITIES

FM
(LOCAL)

**Use of District
Facilities**

School-sponsored student groups may use District facilities with prior approval of the appropriate administrator. Other student groups may use District facilities in accordance with policy FNAB.

**Extracurricular
Activity Absences**

The District shall make no distinction between absences for UIL activities and absences for other extracurricular activities approved by the Board. A student shall be allowed in a school year a maximum of 10 extracurricular absences not related to post-district competition, a maximum of five absences for post-district competition prior to state, and a maximum of two absences for state competition. Additional absences may be granted in accordance with administrative procedures.

Testing and
Scheduling

The Board recommends that staff members and the administration avoid the scheduling of an extracurricular activity or performance to occur on the day and evening immediately preceding the day on which International Baccalaureate (IB), Advanced Placement (AP), or PSAT tests are administered.

UIL Eligibility

The Board shall not grant eligibility to any student in violation of UIL rules.

Beginning with the 2018-19 school year, the following provisions regarding UIL eligibility shall apply:

*Attendance Zone
Students*

Students are eligible for UIL athletic competition in the attendance zone they live in. If a student transfers at first opportunity, and it is approved by the District's transfer committee according to FDB(LOCAL), their varsity eligibility remains in place. Any subsequent transfer or a transfer after first opportunity will require the loss of varsity eligibility for a minimum of 365 days and possibly more in accordance with UIL rules. Athletes are required to "play where they live." Any time an athlete changes their home address it should be reported to the athletic staff and campus registrar immediately to ensure the athlete's eligibility is not affected.

*Intradistrict
Transfers*

All intradistrict transfers shall occur at first opportunity for varsity eligibility to remain. First opportunity is defined in FDB(LOCAL) as entering sixth grade. The eighth grade students in the 2027-28 school year are the final class that will be allowed a first opportunity transfer during their eighth grade year.

[See FDB(LOCAL) for detailed intradistrict transfer policies.]

*Interdistrict
Transfers*

A student transferring from out of District shall meet all WFISD requirements to enroll and all UIL rules shall apply. If the student athlete's PAPF is approved for varsity competition the athlete may be required to file a residence waiver with the UIL.

[See FDA(LOCAL) for detailed interdistrict transfer policies.]

STUDENT ACTIVITIES

FM
(LOCAL)

Extracurricular
Participation
Eligibility

A student in grades 7-12 may participate in extracurricular activities at the beginning of the school year if the student has earned the cumulative number of units in state-approved courses as indicated below:

1. Beginning at the seventh grade year, a student must have been promoted from the sixth grade to the seventh.
2. Beginning at the eighth grade year, a student must have been promoted from the seventh grade to the eighth.
3. Beginning at the ninth grade year, a student must have been promoted from the eighth grade to the ninth.
4. Beginning at the tenth grade year, a student must have earned at least 5 units toward graduation.
5. Beginning at the eleventh grade year, a student must have earned at least 10 units toward graduation.
6. Beginning at the twelfth grade year, a student must have earned at least 15 units toward graduation.

[See EIE and EIF]

[For eligibility of private school students, including homeschool students, to participate in extracurricular activities, see FD(LOCAL).]

**Eligibility Appeals
Committee**

A student who is ruled ineligible to participate in UIL activities due to circumstances completely beyond his or her control may appeal to the eligibility appeals committee. This committee shall be composed of the principal of the school the student had been attending, the principal of the school the student will be attending, the director of athletics, the director of student services, and the ~~assistant superintendent~~ **executive director of operations**.

The appeal and reason must be submitted to the athletic office in writing and dated and signed by the parent/guardian. A hearing shall be scheduled with the parent(s), student, and committee. Within 10 days after the hearing, the committee shall send its decision in writing to the parent and both principals.

If the outcome of the conference with the eligibility appeals committee is not to the student's or parent's satisfaction, the student or parent may appeal the decision in accordance with FNG(LOCAL).

WICHITA FALLS ISD BOARD OF TRUSTEES
October 19, 2026

Agenda Item:	Applicant Pool
Administrator Responsible:	Jennifer Spurgers, Director of Human Resources
Attachments:	Applicant Pool
<u> X </u> Action Needed <u> </u> Future Action <u> </u> Presentation <u> </u> Report	

Administrative Recommendation:

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