

**The Lockhart Independent School District
Board of Trustees
M.L. Cisneros Education Support Center Boardroom, 2nd Floor, Room 200, 419 Bois D'Arc Street,
Lockhart, TX 78644
Regular Meeting, February 28, 2022 – 6:30 PM**

Notice is hereby given that on February 28, 2022, the Board of Trustees of the Lockhart Independent School District will hold a Regular meeting at 6:30 PM in the M.L. Cisneros Education Support Center Boardroom, 2nd Floor, Room 200, 419 Bois D'Arc Street, Lockhart, TX 78644. The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. Call to Order
2. Presentation of Colors by JROTC
3. Invocation
4. Recognitions
 - A. Tay Andrews - U.S. Military Academy at West Point
 - B. Common Sense Media School Honorees
5. Public Comment
6. COMMUNICATION:
 - A. Presentation regarding Redistricting of Single Member Trustee Districts 4
7. CLOSED SESSION:
 - A. Adjourned to Closed Session: Pursuant to Texas Government Code Section 551.071 (Consultation with Attorney); Texas Government Code Section 551.072 (Deliberation Regarding Real Property); Texas Government Code Section 551.074, (Personnel, to deliberate regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee); Texas Government Code Section 551.076 (Deliberation regarding implementation of security personnel or devices) specifically to discuss:
 1. Consultation with the District's legal counsel regarding legal issues related to the redistricting process for single member trustee districts Tex. Gov't Code § 551.071.
 2. Superintendent's Mid-Year Formative Evaluation
8. BUSINESS: CONSENT AGENDA
 - A. Approval of Minutes:
 1. January 18, 2022 6
 - B. Approve Local District Policy Update 118: CFD(LOCAL): ACCOUNTING - ACTIVITY FUNDS MANAGEMENT; CQB(LOCAL): TECHNOLOGY RESOURCES -CYBERSECURITY; DFE(LOCAL):TERMINATION OF EMPLOYMENT - RESIGNATION; DP(LOCAL): PERSONNEL POSITIONS; EHAA(LOCAL): BASIC INSTRUCTIONAL PROGRAM - REQUIRED INSTRUCTION (ALL LEVELS); EHBC(LOCAL): SPECIAL PROGRAMS-COMPENSATORY/ACCELERATED SERVICES; EIE(LOCAL): ACADEMIC ACHIEVEMENT - RETENTION AND PROMOTION; FDE(LOCAL): ADMISSIONS - SCHOOL SAFETY TRANSFERS; FEA(LOCAL): ATTENDANCE - COMPULSORY ATTENDANCE; FEC(LOCAL): ATTENDANCE - ATTENDANCE FOR CREDIT; FFG(LOCAL): STUDENT WELFARE - CHILD ABUSE AND NEGLECT; FL(LOCAL): STUDENT RECORDS 10
 - C. Approve Germicidal UVC System RFP
 - D. Approve Budget Amendments 38
 - E. Review Tax Collection Report 41
 - F. Review Cash Investments Report 44
9. COMMUNICATION:
 - A. Progress Monitoring Data on District Achievement¹ Targets 47

B. Career and Technical Education (CTE) Program Report	49
C. 2021-2022 Budget Update	51
D. Staff Housing Project	53
E. Food Service Management Bid	55
10. COMMUNICATION/ACTION:	
A. Consider and/or Approve Proclamation of March as Celebrate Texas Public Schools Month	57
B. Consider and/or Approve 2022-2023 Academic Calendar	60
C. Consideration and Possible Action to Adopt Board Resolution Authorizing Payment of Employees during Emergency Closure	62
D. Consider and/or Approve Resolution to Pay Staff for February 24, 2022 and February 25, 2022; 2 hour Weather-Related Delay	65
E. Consider and/or Approve Lockhart ISD COVID-19 Substitute Teacher Stipend Resolution	68
F. Consider and/or Approve Revisions to COVID-19 Response Matrix	72
11. BOARD AND STAFF COMMENTS - ITEMS OF COMMUNITY INTEREST*	
12. BENEDICTION	
13. ADJOURNMENT	

*BOARD AND STAFF COMMENTS - ITEMS OF COMMUNITY INTEREST: Items of community interest are limited to: 1) expressions of thanks, congratulations or condolence; 2) information regarding holiday schedules; 3) an honorary or salutary recognition of a public official, public employee, or other citizen, except that a discussion regarding a change in the status of a person's public office or public employment is not an honorary or salutary recognition for purposes of this subdivision; 4) a reminder about an upcoming event organized or sponsored by the governing body; 5) information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the governing body that was attended or is scheduled to be attended by a member of the governing body or an official employee of the school district.

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

Texas Government Code Section:

551.071	Consultation with Attorney; Closed Meeting
551.072	Deliberation Regarding Real Property; Closed Meeting
551.073	Deliberation Regarding Prospective Gift; Closed Meeting
551.074	Personnel Matters; Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline or Dismissal of a Public Officer or Employee; Closed Meeting
551.075	Conference Relating to Investments and Potential Investments Attended by Board of Trustees of Texas Growth Fund; Closed Meeting
551.076	Deliberation Regarding Security Devices; Closed Meeting
551.082	School Children; School District Employees; Disciplinary Matter or Complaint
551.083	Certain School Boards; Closed Meeting Regarding Consultation with Representative of Employee Group
551.084	Investigation; Exclusion of Witness from Hearing

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

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or,

(b) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.

On this day of Friday, February 25, 2022, this Notice was mailed or faxed to news media who had previously requested such Notice and an original copy was posted on the display window in the School District Administration Building on said date.



Superintendent

Lockhart Independent School District Board of Trustees

Date of Board Meeting:

Agenda Item

AGENDA SECTION:

READING:

PREVIOUS BOARD REVIEW DATE:

TYPE OF ACTION

DEPARTMENT:

DISTRICT GOAL(S) ALIGNMENT:

1. Create a collaborative culture of contagious ambition.
2. Expect all staff to embrace growth opportunities.
3. Empower students to seize opportunities to achieve at high levels.

AGENDA TITLE:

BACKGROUND INFORMATION:

ATTACHMENT(S):

RECOMMENDATION:

RECOMMENDED MOTION:

Minutes of Regular Meeting

The Board of Trustees

Lockhart Independent School District

A Regular meeting of the Board of Trustees of Lockhart Independent School District was held Tuesday, January 18, 2022, beginning at 6:30 PM in the M.L. Cisneros Education Support Center Boardroom, 2nd Floor, Room 200, 419 Bois D'Arc Street, Lockhart, TX 78644.

1. Call to Order was at 6:30 P.M. by Board President Michael Wright. Other members present were Sam Lockhart, Rene Rayos, Dr. Barbara Sanchez, Warren Burnett, and Rebecca Pulliam. Tom Guyton arrived at 6:33 p.m.
2. Pledge of Allegiance
3. Invocation was given by Trustee Burnett
4. Recognitions
 - A. January is School Board Recognition Month - "Rising Above"
 1. President Michael Wright - Lockhart High School and Clear Fork Elementary
 2. Vice President Warren Burnett - Lockhart Junior High School and Navarro Elementary
 3. Secretary Tom Guyton - Bluebonnet Elementary
 4. Trustee Sam Lockhart - Carver Early Education Center
 5. Trustee Rene Rayos - Plum Creek Elementary
 6. Trustee Dr. Barbara Sanchez - Alma Brewer Strawn Elementary School
 7. Trustee Rebecca Pulliam - PRIDE High School
5. Public Comment

None.

6. CLOSED SESSION:
 - A. Adjourned to Closed Session: Pursuant to Texas Government Code Section 551.072, (Deliberation Regarding Real Property), Texas Government Code Section 551.074, (Personnel, to deliberate regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee); Texas Government Code Section 551.076 (Deliberation regarding implementation of security personnel or devices) specifically to discuss:
 1. Consideration of Superintendent's recommendation to report to TEA certified educator(s) who abandoned contract
 2. Plan for Superintendent's Formative Evaluation
 3. Superintendent's Monthly Performance Review

The Board of Trustees on Tuesday, January 18, 2022 convened at 6:42 PM in closed session in accordance with the Texas Open Meetings Act for the purposes of discussing items listed

under the Texas Government Code Section 551.072 (Deliberation Regarding Real Property); Texas Government Code Section 551.074 (Personnel to deliberate regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee) and Texas Government Code Section 551.076 (Deliberation regarding implementation of security personnel or devices). The Board ended its closed session at 7:33 PM on Tuesday, January 18, 2022. No votes, decisions, or actions were taken while in closed session.

7. Business: Consent Agenda

A. Approval of Minutes:

1. December 13, 2021

B. Approve Revised Special education co-op interlocal agreement

C. Approve Adult Meal Price Increase

D. Approve Budget Amendments

E. Review Tax Collection Report

F. Review Quarterly Investments Report

Trustee Burnett made the motion to approve the business consent agenda as presented. Trustee Sanchez seconded the motion. The motion carried, 7-0.

8. COMMUNICATION:

A. Progress Monitoring Data on District Achievement Targets

This presentation was given by the Assistant Superintendent of Curriculum & Instruction, Dr. Stephaine Camarillo. No action was taken.

B. Gifted and Talented Program Update

This update was given by the Coordinator of Special Programs, Beth Henrichs. No action was taken.

C. 2022-2023 Academic Calendar

This presentation was given by the Deputy Superintendent, Kim Raymond. No action was taken.

D. Review Local District Policy Update 118: CFD(LOCAL): ACCOUNTING - ACTIVITY FUNDS MANAGEMENT; CQB(LOCAL): TECHNOLOGY RESOURCES - CYBERSECURITY; DFE(LOCAL): TERMINATION OF EMPLOYMENT - RESIGNATION; DP(LOCAL): PERSONNEL POSITIONS; EHAA(LOCAL): BASIC INSTRUCTIONAL PROGRAM - REQUIRED INSTRUCTION (ALL LEVELS); EHBC(LOCAL): SPECIAL PROGRAMS-COMPENSATORY/ACCELERATED SERVICES; EIE(LOCAL): ACADEMIC ACHIEVEMENT - RETENTION AND PROMOTION; FDE(LOCAL): ADMISSIONS - SCHOOL SAFETY TRANSFERS; FEA(LOCAL): ATTENDANCE - COMPULSORY ATTENDANCE; FEC(LOCAL):

ATTENDANCE - ATTENDANCE FOR CREDIT; FFG(LOCAL): STUDENT WELFARE - CHILD ABUSE AND NEGLECT; FL(LOCAL): STUDENT RECORDS

This update was given by the Deputy Superintendent, Kim Raymond. No action was taken.

E. District of Innovation (DOI) Plan Renewal

This presentation was given by the Assistant Superintendent of Curriculum & Instruction, Dr. Stephaine Camarillo. No action was taken.

F. Review Germicidal UVC System RFP

This presentation was given by the Assistant Superintendent of Operations & Technology, Adam Galvan. No action was taken.

G. Staffing Update

This update was given by the Deputy Superintendent, Kim Raymond and the Assistant Superintendent of Operations & Technology, Adam Galvan. No action was taken.

H. 2021-2022 Budget Update

This update was given by the CFO, Nicole Dean. No action was taken.

9. COMMUNICATION/ACTION:

A. Consider and/or Approve Purchase of Technology Items

Trustee Sanchez made the motion that the Board approve the Technology items with Apple Computer, Inc not to exceed \$138,000 using ESSER Funds. Trustee Guyton seconded the motion. The motion carried, 7-0.

B. Consideration and possible action regarding Superintendent's recommendation to report to TEA certified educator(s) who abandoned contract

Trustee Sanchez made the motion that the Board of Trustees find that there was not good cause under Texas Education Code section 21.105(c)(2), 21.160(c)(2) or 21.210(c)(2) for Zachary Bramlett to resign from his 2021-2022 employment contract, and further authorize the Superintendent to report this employee to the Texas Education Agency for contract abandonment. Trustee Burnett seconded the motion. The motion carried, 7-0.

Trustee Sanchez made the motion that the Board of Trustees find that there was not good cause under Texas Education Code section 21.105(c)(2), 21.160(c)(2) or 21.210(c)(2) for Mallorie Carney to resign from her 2021-2022 employment contract, and further

authorize the Superintendent to report this employee to the Texas Education Agency for contract abandonment. Trustee Burnett seconded the motion. The motion carried, 7-0.

C. Consideration and possible action to adopt Board Resolution to increase local leave days for employees due to COVID-19.

Trustee Guyton made the motion that the Board of Trustees adopts the Board Resolution to increase local leave days for employees due to COVID-19, as presented, and authorize the Superintendent to take the steps reasonably necessary to fulfill the purposes of this Resolution. Trustee Sanchez seconded the motion. The motion carried, 7-0.

10. BOARD AND STAFF COMMENTS - ITEMS OF COMMUNITY INTEREST*
11. BENEDICTION was given by Trustee Guyton
12. ADJOURNMENT was at 9:43 p.m. by Board President Michael Wright.

Michael Wright, Board President

Tom Guyton, Board Secretary

Lockhart Independent School District Board of Trustees

Date of Board Meeting:

Agenda Item

AGENDA SECTION:

READING:

PREVIOUS BOARD REVIEW DATE:

TYPE OF ACTION

DEPARTMENT:

DISTRICT GOAL(S) ALIGNMENT:

1. Create a collaborative culture of contagious ambition.
2. Expect all staff to embrace growth opportunities.
3. Empower students to seize opportunities to achieve at high levels.

AGENDA TITLE:

BACKGROUND INFORMATION:

ATTACHMENT(S):

RECOMMENDATION:

RECOMMENDED MOTION:



(LOCAL) Policy Comparison Packet

This packet is generated by an automated process that compares the updated policy to the district's current policy as found in TASB records.

In this packet, you will find:

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

Annotations are shown as follows.

- *Deletions* are shown in a red strike-through font: ~~deleted text~~.
- *Additions* are shown in a blue, bold font: **new text**.
- Blocks of text that have been *moved* without alteration are shown in green, with double underline and double strike-through formatting to distinguish the text's destination from its origin: ~~moved text~~ becomes moved text.
- *Revision bars* appear in the right margin, as above.

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

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

Contact:	School Districts and Education Service Centers	Community Colleges
	policy.service@tasb.org	colleges@tasb.org
	800.580.7529 512.467.0222	800.580.1488 512.467.3689

**Fiduciary
Responsibility**

The Superintendent, principal, and sponsor, as applicable, shall be responsible for the proper administration of District and campus activity funds and student activity funds in accordance with state law and local policy, District-~~approved~~ accounting practices and procedures, and the [Texas Education Agency \(TEA\) Financial Accountability System Resource Guide](#).

**Student Activity
Funds**

The Superintendent ~~or designee~~ shall ensure that student activity accounts are maintained to manage all class funds, ~~organization funds~~, and ~~any~~ other funds raised and collected by [student clubs or organizations from students](#) for a school-related purpose. The principal or designee shall issue receipts for all funds prior to their deposit into the appropriate District account at the District depository.

Student activity funds shall be included in the annual audit of the District's fiscal accounts. [See CFC]

Use and
Expenditure

Funds collected by student groups shall be used only for ~~activities aligned with the goals and~~ purposes [authorized by](#) the student club or organization. ~~or upon approval of the sponsor~~. The ~~sponsor and~~ principal ~~and sponsor~~ ~~or designee~~ shall [manage and](#) approve all disbursements. All funds raised by student organizations must be expended for the benefit of the students.

**District and Campus
Activity Funds**

The Superintendent shall [ensure District accounting practices and procedures address](#) ~~establish regulations governing~~ the expenditure of District and campus activity funds generated from vending machines, rentals, gate receipts, concessions, and other local sources of revenue over which the District has direct control. Funds generated from such sources shall be expended for the benefit of the District or its students and shall be related to the District's educational purpose.

Approval

Approval from the immediate supervisor or designee shall be obtained prior to a disbursement being made to any employee, including the principal.

Carryover Funds

All funds shall be left in the appropriate account and each sponsoring group shall retain the carryover funds for the next fiscal year. If ~~a club or an~~ organization ceases to function or exist, the unexpended funds ~~of the organization~~ shall be credited to the appropriate administrative activity account.

Senior Class Funds

Any senior class having funds remaining in a class account at the end of its senior year, after all outstanding bills have been paid, shall make a recommendation to the principal as to the disbursement of these funds. If no recommendation is made prior to the last day of regular classes, the remaining funds shall be credited to the incoming senior class fund account. The outgoing senior class

shall no longer have proprietary interest in the funds after the last day of regular classes.

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

Coordinator The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency (TEA) in cybersecurity matters ~~and as required by law report to TEA breaches of system security.~~

Training The Board delegates to the Superintendent the authority to:

1. Determine the cybersecurity training program to be ~~used in the District; annually completed by each employee and Board member; and~~
2. Verify and report compliance with ~~staff~~ training requirements in accordance with guidance from the Department of Information Resources; ~~and~~
- ~~2.3.~~ Remove access to the District's computer systems and databases for noncompliance with training requirements as appropriate.

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

Security Breach Notifications Upon discovering or receiving notification of a breach of system security, the District shall disclose the breach to affected persons or entities in accordance with the time frames established by law. The District shall give notice by using one or more of the following methods:

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

The ~~District~~ ~~District's cybersecurity coordinator~~ shall disclose a breach involving sensitive, protected, or confidential student information ~~as required by TEA and parents in accordance with~~ law.

TERMINATION OF EMPLOYMENT
RESIGNATION

DFE
(LOCAL)

General Requirements

All resignations shall be submitted in writing to the Superintendent or other person designated by Board action in accordance with this policy ~~designee~~. The employee shall give reasonable notice and shall include in the letter a statement of the reasons for resigning. A prepaid certified or registered letter of resignation shall be considered submitted upon mailing.

At-Will Employees

The Superintendent ~~or designee~~ shall be authorized to accept the resignation of an at-will employee at any time. The Superintendent may delegate to other administrators the authority to accept a resignation of an at-will employee.

Contract Employees

The Superintendent or other person designated by Board action ~~designee~~ shall be authorized to receive a contract employee's resignation effective at the end of the school year or submitted after the last day of the school year and before the penalty-free resignation date. If an employee provides a resignation to a supervisor who has not been designated by the Board to accept resignations, the supervisor shall instruct the employee to submit the resignation to the Superintendent or other person designated by Board action. The resignation requires no further action by the District and is accepted upon receipt by the Superintendent or other person designated by Board action.

The Superintendent or other person designated by Board action shall be authorized to accept a contract employee's resignation submitted or effective at any other time. If an employee provides a resignation to a supervisor who has not been designated by the Board to accept resignations, the supervisor shall instruct the employee to submit the resignation to the Superintendent or other person designated by Board action. The Superintendent or other person designated by Board action ~~The Superintendent or other Board designee~~ shall either accept the resignation or submit the matter to the Board in order to pursue sanctions allowed by law.

Withdrawal of Resignation

Once submitted and accepted, the resignation of a contract employee may not be withdrawn without consent of the Board.

**Principal
Qualifications**

In addition to the minimal certification requirement, ~~athe~~ principal shall have at least:

1. Working knowledge of curriculum and instruction;
2. The ability to evaluate instructional program and teaching effectiveness;
3. The ability to manage ~~budgets~~budget and personnel and to coordinate campus functions;
4. The ability to explain policy, procedures, and data;
5. Strong communications, public relations, and interpersonal skills;
- ~~6. Three years' experience as a classroom teacher;~~
- ~~7.6.~~ Prior experience in instructional leadership roles; and
1. Other qualifications deemed necessary by the Board and included in the job description.

School Counselors

In accordance with law, a school counselor shall spend 80 percent of the counselor's work time on duties that are components of a comprehensive school counseling program (CSCP). [See FFEA]

- ~~8.7.~~ If the Board approves a determination by the administration that due to District or campus staffing needs or other reasons a school counselor is prevented from spending 80 percent of the counselor's work time on duties that are components of a CSCP, the Board shall direct the Superintendent to develop a revised job description for the school counselor that addresses the percentage of the school counselor's time that shall be spent on duties related to the components of a CSCP and the duties the school counselor is expected to perform in the remaining work time. The Superintendent shall report to the Board regarding adjustments to a school counselor's duties under this provision. ▸

**Human Sexuality
Instruction**

The following process shall apply regarding the adoption of curriculum materials for the district's human sexuality instruction:

1. The Board shall adopt a resolution convening the District's school health advisory council (SHAC) to recommend curriculum materials for the instruction.
2. The SHAC shall hold at least two public meetings on the curriculum materials before adopting recommendations to present to the Board.
3. The SHAC recommendations must comply with the instructional content requirements in law, be suitable for the subject and grade level for which the materials are intended, and be reviewed by academic experts in the subject and grade level for which the materials are intended.
4. The SHAC shall present its recommendations to the Board at a public meeting.
5. After the Board ensures the recommendations from the SHAC meet the standards in law, the Board shall take action on the recommendations by a record vote at a public meeting.

**Each
student Accelerated/
Compensatory
Services**

~~Students at all grade levels~~ who ~~has~~have been identified as being at risk of dropping out of school, who ~~is~~are not performing at grade level, or who did not perform satisfactorily on a state-mandated assessment; shall be provided accelerated and/or compensatory educational services.

**Accelerated
Instruction**

The District shall provide accelerated instruction in accordance with law if a student fails to perform satisfactorily ~~based~~ on a state-mandated ~~needs~~ assessment. ~~The principal shall ensure that each identified student is receiving services.~~

**Accelerated
Learning Committee**

When a student fails to perform satisfactorily on a math or reading state-mandated assessment in grades 3, 5, or 8, an accelerated learning committee shall develop a written educational plan in accordance with law. If a parent requests that the student be assigned to a particular teacher the following school year, the request shall be addressed in accordance with the District's administrative procedures.

A parent complaint about the content or implementation of the educational plan shall be filed in accordance with FNG.

~~The services provided each student shall be consistent with the goals and strategies established in the District and campus improvement plans and shall be reviewed for effectiveness at the close of each grading period. Parents shall be encouraged to participate in the planning of educational services for their child and shall be kept informed regarding the child's progress toward educational goals.~~

~~Parents of students who are not successful in meeting requirements for promotion shall be informed of any available options, such as an extended year program or summer school.~~

~~[See EIE]~~

Local Criteria

In addition to the criteria listed in law, a student who has five or more unexcused absences during the first nine weeks of the school term shall also be considered at-risk.

Curriculum Mastery

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

Students Receiving
Special Education
Services

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

**Standards for
Mastery**

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

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

Grades 1–8

In grades 1–8, promotion to the next grade level shall be based on an overall average of 70 on a scale of 100 based on course-level, grade-level standards (essential knowledge and skills) for all subject areas and a grade of 70 or above in three of the following areas: language arts, mathematics, science, and social studies.

Grades 9–12

Grade-level advancement for students in grades 9–12 shall be earned by course credits. [See EI]

**Accelerated
Instruction**

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

**Grade Advancement
Testing**

~~Except when a student will be assessed in reading or mathematics above his or her enrolled grade level, students in grades 5 and 8 must meet the passing standard on the applicable state-mandated assessments in reading and mathematics to be promoted to the~~

	<p>next grade level, in addition to the District's local standards for mastery and promotion.</p>
<p>Definition of "Parent"</p>	<p>For purposes of this policy and decisions related to grade advancement requirements, a student's "parent" shall be defined to include either of the student's parents or guardians; a person designated by the parent, by means of a power of attorney or an authorization agreement as provided in Chapter 34 of the Family Code, to have responsibility for the student in all school-related matters [see FD]; a surrogate parent acting on behalf of a student with a disability; a person designated by the parent or guardian to serve on the grade placement committee (GPC) for all purposes; or in the event that a parent, guardian, or designee cannot be located, a person designated by the Superintendent or designee to act on behalf of the student. [See EIE(LEGAL)]</p>
<p>Alternate Assessment Instrument</p>	<p>The Superintendent or designee shall select from the state-approved list, if available, for each applicable subject an alternate assessment instrument that may be used for the third testing opportunity. Each student's GPC shall decide whether he or she shall be given the statewide assessment instrument or the applicable alternate instrument for the third testing opportunity. The committee's decision shall be based on a review of the student's performance in the previous testing opportunities, local assessments, and any other circumstances it deems appropriate.</p>
<p>Standards for Promotion Upon Appeal</p>	<p>If a parent initiates an appeal of his or her child's retention following the student's failure to demonstrate proficiency after the third testing opportunity, the GPC shall review all facts and circumstances in accordance with law.</p> <p>The student shall not be promoted unless:</p> <ol style="list-style-type: none">1. All members of the GPC agree that the student is likely to perform on grade level if given additional accelerated instruction during the following school year in accordance with the educational plan developed by the GPC; and2. The student has completed required accelerated instruction in the subject area for which the student failed to demonstrate proficiency. <p>Whether the GPC decides to promote or to retain a student in this manner, the committee shall determine an accelerated instruction plan for the student for the following school year, providing for interim reports to the student's parent and opportunities for the parent to consult with the teacher or principal as needed. The principal or designee shall monitor the student's progress during the follow-</p>

~~ing school year to ensure that he or she is progressing in accordance with the plan.~~

~~Transfer Students~~

~~When a student transfers into the District having failed to demonstrate proficiency on applicable assessment instruments after two testing opportunities, a GPC shall convene for that student. The GPC shall review any available records of decisions regarding testing and accelerated instruction from the previous district and determine an accelerated instruction plan for the student.~~

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

Assignment of Retained Students

~~A student not promoted to the next grade level shall remain at the same campus or shall be assigned to a similar campus setting.~~

Reducing Student Retention

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

Safe Schools Data

The Superintendent shall ensure that the District complies with Texas Education Agency (TEA) guidelines for the collection and maintenance of data regarding:

1. Mandatory expellable offenses committed at school or at a school-related or school-sponsored activity, on or off school property [see FOD]; and
2. Any student who becomes a victim of one of the following violent criminal offenses, as defined by the Penal Code, while on the premises of the school the student attends or while attending a school-sponsored or school-related activity, on or off school property:
 - a. Attempted murder;
 - b. Indecency with a child;
 - c. Aggravated kidnapping;
 - d. Aggravated assault on someone other than a District employee or volunteer;
 - e. Sexual assault or aggravated sexual assault against someone other than a District employee or volunteer;
 - f. Aggravated robbery; or
 - g. Continuous sexual abuse of a young child or [disabled individual children](#).

School Safety Transfers

The parent of a student who becomes a victim of a violent criminal offense as described in the state guidance for unsafe school choice options or who is assigned to a campus identified by TEA as persistently dangerous shall be offered a transfer to a safe public or charter school within the District.

For each transfer requested, the District shall explore transfer options, as appropriate. Options may include a transfer agreement with another school district.

From a Persistently Dangerous School

The parent of a student attending a school identified as persistently dangerous shall be provided notification of his or her right to request a transfer. Notification shall occur at least 14 days prior to the start of the school year or, for a student enrolling subsequently, upon the student's enrollment.

The parent must submit to the Superintendent an application for transfer. The Superintendent shall complete the transfer prior to the beginning of the school year, if applicable, or within 14 calendar days of the request for a subsequently enrolling student.

Any transfer arranged for a student from a campus identified by TEA as persistently dangerous shall be renewed so long as the campus from which the student transferred retains that designation.

The District shall maintain, in accordance with the District's record retention schedule, documentation of notification to parents of the transfer option, transfer applications submitted, and action taken.

For a Victim of a
Violent Criminal
Offense

Within 14 calendar days after a violent criminal offense described above occurs in or on the premises of the school the student attends or while attending a school-sponsored or school-related activity, on or off school property, the District shall notify the parent of a student who is a victim of the offense of the parent's right to request a transfer. The parent must submit to the Superintendent an application for transfer. The Superintendent shall approve or disapprove the request within 14 calendar days of its submission.

Any transfer arranged for a student who was a victim of a violent crime as described above shall be renewed so long as the threat to the student exists at the campus to which the student would typically be assigned.

For each offense, the District shall maintain for at least five years documentation of the nature and date of the offense, notification to the parent of the transfer option, transfer applications submitted, action taken, and other relevant information regarding the offense.

**Additional Transfer
Options**

In circumstances described by Education Code 25.0341, a parent of a student who has been the victim of a sexual assault, regardless of whether the offense occurred on or off school property, may request a transfer of the parent's child or the student assailant from the same campus.

[For other transfer provisions, see also FDA and FDB.]

Students in violation of the compulsory attendance law shall be reported to the District attendance officer, who may institute court action as provided by law.

Excused Absences

In addition to excused absences required by law, the District shall excuse absences for the following purposes. [A student shall be required to submit verification of these absences in accordance with administrative regulations.](#)

Higher Education Visits

The District shall excuse a student for up to two days during the student's junior year and up to two days during the student's senior year to visit an accredited institution of higher education. ~~A student shall be required to submit verification of such visits in accordance with administrative regulations.~~

Armed Services Enlistment

The District shall excuse a student 17 years of age or older for up to four days during his or her enrollment in high school for activities related to pursuing enlistment in a branch of the U.S. Armed Services or Texas National Guard. ~~A student shall be required to submit verification of such activities in accordance with administrative regulations.~~

Early Voting or Election Clerk

The District shall excuse a student for up to two days per school year to serve as an early voting or election clerk. ~~A student shall be required to submit verification of service in accordance with administrative regulations.~~

Learner or Driver's License

The District shall excuse a student 15 years of age or older for one day during his or her enrollment in high school for each of the following:

- Visiting a driver's license office to obtain a learner license; or
- Visiting a driver's license office to obtain a driver's license.

[For extracurricular activity absences, see FM.]

Withdrawal for Nonattendance

The District may initiate withdrawal of a student under the age of 19 for nonattendance under the following conditions:

1. The student has been absent ten consecutive school days; and
2. Repeated efforts by the attendance officer and/or principal to locate the student have been unsuccessful.

[For District-initiated withdrawal of students 19 or older, see FEA(LEGAL).]

Students Attending Homeschools

Students who are homeschooled are exempt from the compulsory attendance law to the same extent as students enrolled in other private schools.

ATTENDANCE
COMPULSORY ATTENDANCE

FEA
(LOCAL)

Adequate documentation of homeschooling for withdrawal shall consist of either a statement of withdrawal in accordance with FD(LOCAL) indicating the date homeschooling began, or a signed and dated letter from a parent or guardian indicating that his or her child is being homeschooled and the date the homeschooling began.

The District may request from a parent or guardian a letter of assurance that a child is being educated using a curriculum designed to meet basic education goals of reading, spelling, grammar, mathematics, and a study of good citizenship.

Enforcing
Compulsory
Attendance

If a parent or guardian refuses to submit a requested statement or letter, or if the District has evidence that a school-aged child is not being homeschooled within legal requirements, the District may investigate further and, if warranted, shall pursue legal action to enforce the compulsory attendance law.

This policy shall apply to a student who has not been in attendance for 90 percent of the days the class is offered.

Consideration of All Absences Considered

Except as otherwise provided by law, all absences incurred while enrolled in the District ~~All absences~~ shall be considered in determining whether a student has attended the required percentage of days under this policy.

Attendance Committees

The Board shall establish an attendance committee or as many committees as necessary for efficient implementation of Education Code 25.092.

The Superintendent ~~or designee~~ shall make the specific appointments in accordance with legal requirements.

Parental Notice of Excessive Absences

A student and the student's parent or guardian shall be given written notice prior to and at such time when a student's attendance in any class drops below 90 percent of the days the class is offered. When a student's attendance drops below 90 percent of the days the class is offered, the student, parent, or representative may request award of credit or a final grade by submitting a written petition to the appropriate attendance committee.

Petitions for credit or a final grade may be filed at any time the student receives notice but, in any event, no later than 30 days after the last day of classes.

The attendance committee shall review the student's entire attendance record and the reasons for absences and shall determine whether to award credit or a final grade. The attendance committee may also, whether a petition is filed or not, review the records of all students whose attendance drops below 90 percent of the days the class is offered.

~~A student~~ ~~Students~~ who ~~has~~~~have~~ lost credit or ~~has~~~~have~~ not received a final grade because of excessive absences may regain credit or be awarded a final grade by fulfilling the requirements established by the attendance committee.

Personal Illness

~~The~~ ~~When a student's absence for personal illness exceeds three consecutive days, the~~ principal or attendance committee may require ~~verification~~ ~~that the student present a statement~~ from a ~~physician or health-care provider in accordance with administrative regulations~~ ~~clinic verifying the illness or condition that caused the student's extended absence from school~~ as a condition of classifying ~~an~~ ~~the~~ absence for personal illness as one for which there are extenuating circumstances.

Best Interest Standard

In reaching consensus regarding ~~if a student's~~ ~~student has established a questionable pattern of~~ absences and how, the student

can be awarded credit ~~principal~~ or a final grade, the attendance committee shall attempt to ensure ~~may require~~ that its decision is in the best interest of the ~~a~~ student. The Superintendent shall develop administrative regulations to document the attendance committee's decision ~~present a physician's or clinic's statement of illness after a single day's absence as a condition of classifying the absence as one for which there are extenuating circumstances.~~

**Guidelines on
Extenuating
Circumstances**

The attendance committee shall consider whether a student has mastered the essential knowledge and skills and maintained passing grades in the course or subject. ~~adhere to the following guidelines to determine attendance for award of credit or a final grade:~~

~~When~~ Days of
Attendance

1. ~~If~~ makeup work is completed satisfactorily, the attendance committee shall consider extracurricular absences and other excused absences ~~as that are allowed under compulsory attendance requirements shall be considered~~ days of attendance for award of credit or a final grade. [See FEA] ~~(LEGAL) at EXCUSED ABSENCES FOR COMPULSORY ATTENDANCE DETERMINATIONS.]~~

Transfers / Migrant
Students

2. ~~A transfer or migrant student incurs absences only after his or her enrollment in the District.~~

Documentation

3. ~~The attendance committee shall consider the acceptability and authenticity of documented reasons for the student's absences.~~

Consideration of
Control

4. ~~The~~ committee shall consider whether the reasons for the absences were ~~for reasons~~ out of the ~~student's or parent's or student's~~ control and.

Student's Academic
Record

5.2. ~~The committee shall consider~~ whether documentation ~~for or not the absence is acceptable~~ student has completed assignments, mastered the essential knowledge and skills, and maintained passing grades in the course or subject.

Information from
Student or Parent

6.3. The student or parent shall be given an opportunity to present any information to the committee about the absences and to discuss ways to earn or regain credit or be awarded a final grade.

~~Best Interest
Standard~~

~~In reaching consensus regarding a student's absences, the committee shall attempt to ensure that its decision is in the best interest of the student. The Superintendent or designee shall develop administrative regulations addressing the committee's documentation of the decision.~~

**Imposing Conditions
for Awarding Credit
or a Final Grade**

The attendance committee shall consider the student's unique circumstances and, if necessary, shall ~~may~~ impose ~~any of the following~~ conditions for ~~awarding students with excessive absences to regain~~ credit or ~~be awarded~~ a final grade that permit the student to meet the instructional requirements of the class rather than assigning a student to attend a specified program for an amount of time equivalent to the student's absences. Conditions may include:

1. Maintaining attendance standards for the rest of the semester.
1. Completing additional assignments, as specified by the committee or teacher.
2. Attending tutorial sessions as scheduled, ~~which may include Saturday classes or before and after school programs.~~
2. Completing other instructional programs, as specified by the committee.
- ~~3. Maintaining the attendance standards for the rest of the semester.~~
- ~~4.3.~~ Taking an examination to earn credit. [See EHDB]
- ~~5. Attending a flexible school day program.~~
- ~~6. Attending summer school.~~

In all cases, the student must ~~also~~ earn a passing grade in order to receive credit.

Appeal Process

A parent or student may appeal the decision of the attendance committee in accordance with FNG(LOCAL).

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

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

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

Training

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

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

**Reporting Child
Abuse and Neglect**

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

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

The following individuals have an additional legal obligation to submit a written or oral report within 48 hours of learning of the facts giving rise to the suspicion of abuse or neglect:

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

A person is required to make a report if the person has **reasonable** cause to believe that an adult was a victim of abuse or neglect as a child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

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

Restrictions on Reporting

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

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

Making a Report

Reports may be made to any of the following:

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

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

An individual does not fulfill his or her responsibilities under the law by only reporting suspicion of abuse or neglect to a campus princi-

pal, school counselor, or another District staff member. Furthermore, the District is prohibited from requiring an employee to first report his or her suspicion to a District or campus administrator.

Confidentiality

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

Immunity

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

Failing to Report Suspected Child Abuse or Neglect

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

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

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

Responsibilities Regarding Investigations

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

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

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

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

Comprehensive System

The Superintendent shall develop and maintain a comprehensive system of student records and reports dealing with all facets of the school program operation and shall ensure through reasonable procedures that records are accessed by authorized persons only, as allowed by this policy. These data and records shall be stored in a safe and secure manner and shall be conveniently retrievable for use by authorized school officials.

Cumulative Record

A cumulative record shall be maintained for each student from entrance into District schools until withdrawal or graduation from the District.

This record shall move with the student from school to school and be maintained at the school where currently enrolled until graduation or withdrawal. Records for nonenrolled students shall be retained for the period of time required by law. No permanent records may be destroyed without explicit permission from the Superintendent. [See CPC]

Custodian of Records

The principal is custodian of all records for currently enrolled students. The chief financial officer is the custodian of records for students who have withdrawn or graduated. The student handbook made available to all students and parents shall contain a listing of the addresses of District schools, as well as the Superintendent's business address.

Types of Education Records

The record custodian shall be responsible for the education records of the District. These records may include:

1. Admissions data, personal and family data, including certification of date of birth.
2. Standardized test data, including intelligence, aptitude, interest, personality, and social adjustment ratings.
3. All achievement records, as determined by tests, recorded grades, and teacher evaluations.
4. All documentation regarding a student's testing history and any accelerated instruction he or she has received, including any documentation of discussion or action by [an accelerated learning](#)~~a-grade placement~~ committee convened for the student.
5. Health services record, including:
 - a. The results of any tuberculin tests required by the District.
 - b. The findings of screening or health appraisal programs the District conducts or provides. [See FFAA]

- c. Immunization records. [See FFAB]
6. Attendance records.
7. Student questionnaires.
8. Records of teacher, school counselor, or administrative conferences with the student or pertaining to the student.
9. Verified reports of serious or recurrent behavior patterns.
10. Copies of correspondence with parents and others concerned with the student.
11. Records transferred from other districts in which the student was enrolled.
12. Records pertaining to participation in extracurricular activities.
13. Information relating to student participation in special programs.
14. Records of fees assessed and paid.
15. Records pertaining to student and parent complaints.
16. Other records that may contribute to an understanding of the student.

Access by Parents

The District shall make a student's records available to the student's parents, as permitted by law. The records custodian or designee shall use reasonable procedures to verify the requester's identity before disclosing student records containing personally identifiable information.

Records may be reviewed in person during regular school hours without charge upon written request to the records custodian. For in-person viewing, the records custodian or designee shall be available to explain the record and to answer questions. The confidential nature of the student's records shall be maintained at all times, and records to be viewed shall be restricted to use only in the Superintendent's, principal's, or school counselor's office, or other restricted area designated by the records custodian. The original copy of the record or any document contained in the cumulative record shall not be removed from the school.

Copies of records are available at a per copy cost, payable in advance. Copies of records must be requested in writing. Parents may be denied copies of records if they fail to follow proper procedures or pay the copying charge. If the student qualifies for free or

reduced-price lunches and the parents are unable to view the records during regular school hours, upon written request of a parent, one copy of the record shall be provided at no charge.

A parent may continue to have access to his or her child's records under specific circumstances after the student has attained 18 years of age or is attending an institution of postsecondary education. [See FL(LEGAL)]

Access by School Officials

A school official shall be allowed access to student records if he or she has a legitimate educational interest in the records.

For the purposes of this policy, "school officials" shall include:

1. An employee, Board member, or agent of the District, including an attorney, a consultant, a contractor, a volunteer, a school resource officer, and any outside service provider used by the District to perform institutional services.
2. An employee of a cooperative of which the District is a member or of a facility with which the District contracts for placement of students with disabilities.
3. A contractor retained by a cooperative of which the District is a member or by a facility with which the District contracts for placement of students with disabilities.
4. A parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
5. A person appointed to serve on a team to support the District's safe and supportive school program.

All contractors provided with student records shall follow the same rules as employees concerning privacy of the records and shall return the records upon completion of the assignment.

A school official has a "legitimate educational interest" in a student's records when he or she is:

1. Working with the student;
2. Considering disciplinary or academic actions, the student's case, or an individualized education program for a student with disabilities;
3. Compiling statistical data;
4. Reviewing an education record to fulfill the official's professional responsibility; or

5. Investigating or evaluating programs.

**Transcripts and
Transfers of Records**

The District may request transcripts from previously attended schools for students transferring into District schools; however, the ultimate responsibility for obtaining transcripts from sending schools rests with the parent or student, if 18 or older.

For purposes of a student's enrollment or transfer, the District shall promptly forward in accordance with the timeline provided in law education records upon request to officials of other schools or school systems in which the student intends to enroll or enrolls. [See FD(LEGAL), Required Documentation] The District may return an education record to the school identified as the source of the record.

**Records
Responsibility for
Students in Special
Education**

The director of special services shall be responsible for ensuring the confidentiality of any personally identifiable information in records of students in special education.

A current listing of names and positions of persons who have access to records of students in special education is maintained at the office of the director of special services.

**Procedure to Amend
Records**

Within 15 District business days of the record custodian's receipt of a request to amend records, the District shall notify the parents in writing of its decision on the request and, if the request is denied, of their right to a hearing. If a hearing is requested, it shall be held within ten District business days after the request is received.

Parents shall be notified in advance of the date, time, and place of the hearing. An administrator who is not responsible for the contested records and who does not have a direct interest in the outcome of the hearing shall conduct the hearing. The parents shall be given a full and fair opportunity to present evidence and, at their own expense, may be assisted or represented at the hearing.

The parents shall be notified of the decision in writing within ten District business days of the hearing. The decision shall be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision. If the decision is to deny the request, the parents shall be informed that they have 30 District business days within which to exercise their right to place in the record a statement commenting on the contested information and/or stating any reason for disagreeing with the District's decision.

**Directory
Information**

Directory information for District students has been classified into two separate categories:

1. Items for use only for school-endorsed purposes; and
2. Items for all other purposes.

School-Endorsed
Purposes

For ~~the following~~ school-endorsed purposes, directory information shall include student name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; degrees, honors, and awards received; dates of attendance; grade level; most recent educational institution attended; participation in officially recognized activities and sports; weight and height of members of athletic teams; and enrollment status.

All Other Purposes

For all other purposes, directory information shall include student name and address.

Lockhart Independent School District Board of Trustees

Date of Board Meeting:

Agenda Item

AGENDA SECTION:

READING:

PREVIOUS BOARD REVIEW DATE:

TYPE OF ACTION

DEPARTMENT:

DISTRICT GOAL(S) ALIGNMENT:

1. Create a collaborative culture of contagious ambition.
2. Expect all staff to embrace growth opportunities.
3. Empower students to seize opportunities to achieve at high levels.

AGENDA TITLE:

BACKGROUND INFORMATION:

ATTACHMENT(S):

RECOMMENDATION:

RECOMMENDED MOTION:

Lockhart ISD
Budget Amendments
February 28, 2022

									New
							21-22	DR (CR)	21-22
FND	FN	OBJ	SO	ORG	YR-PIC	Code Description	Appropriation	Amendment	Appropriation
1. To amend the budget between functions for Legal Fees related to the 2020 Property Value Study:									
199	41	6211	18	701	099000	Contracted Services	20,000	40,805	60,805
199	21	6119	00	999	099N00	Professional Salaries	65,910	(40,805)	25,105
							85,910	-	85,910
2 To amend the budget between functions for Parking Lot Addition at ABS:									
199	11	6397	00	999	099000	Supplies for Headphones	52,000	(19,700)	32,300
199	81	6619	93	106	099000	Parking Lot Project	36,000	19,700	55,700
							88,000	-	88,000
							Submitted by:		
							Nicole Dean		
							Chief Financial Officer		

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LOCKHART I.S.D. BOARD

Tax Collection Report

JANUARY 2022

	January	Prior Months	TOTAL	PRIOR YEAR
2021 Tax Collection	\$9,313,986.14	\$12,348,140.50	\$21,662,126.64	\$17,809,299.66
2020 & Prior Collection	\$182,740.19	\$650,781.79	\$833,521.98	\$499,511.51
Total Tax Collection =	\$9,496,726.33	\$12,998,922.29	\$22,495,648.62	\$18,308,811.17

note: Above figures include penalties and interest collected

2021 Original Levy \$24,181,481.20

January 31, 2022 Percent of 2021 Tax Collected 89.79%

January 31, 2021 Percent of 2020 Tax Collected 88.19%

January 31, 2020 Percent of 2019 Tax Collected 90.11%

January 31, 2022 - Balance of Delinquent Tax \$2,001,304.91

January 31, 2021 - Balance of Delinquent Tax \$1,559,850.42

January 31, 2020 - Balance of Delinquent Tax \$1,436,774.94

Corrections made to Current Tax Roll (\$9,744.05)

Corrections made to Delinquent Tax Roll (\$1,832.13)

NOTE:

Caldwell County Appraisal District has collected and disbursed Attorney Fees in the amount of \$7,493.61

Submitted by:

Shanna Ramzinski

Shanna Ramzinski
 Chief Appraiser
 Caldwell County Appraisal District

Lockhart Independent School District Board of Trustees

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**Lockhart ISD
Cash Investments Report
As of January 31, 2022**

	Texas Term	Texpool	First Lockhart	District Funds Total
General Fund	\$ 284,062	\$ 22,230,694	\$ 2,664,714	\$ 25,179,470
Redemption Fund			\$ 2,163	\$ 2,163
Interest & Sinking Fund	\$ 455,513	\$ 4,625,713	\$ 664,594	\$ 5,745,820
Payroll			\$ 1,121,455	\$ 1,121,455
School Nutrition	\$ 6,669	\$ 2,299,602	\$ 182,905	\$ 2,489,176
Maintenance Debt Service			\$ 123	\$ 123
District Funds	\$ 746,245	\$ 29,156,009	\$ 4,635,955	\$ 34,538,208
C.D. Marshall JHS Scholarship		\$ 30,719		\$ 30,719
G.F. Hudnall Scholarship		\$ 15,576		\$ 15,576
J.M. Moore Scholarship		\$ 24,961		\$ 24,961
L. White Scholarship		\$ 14,099		\$ 14,099
Mary Barron Canning Sanders Schol.		\$ 6,006		\$ 6,006
Fiduciary Funds			\$ 17,949	\$ 17,949
Hazelett Scholarship		\$ 655		\$ 655
Roland Endowment Scholarship			\$ 20,492	\$ 20,492
Canning Engineering Scholarship		\$ 24,583		\$ 24,583
Mohle Scholarship		\$ 10		\$ 10
Top Ten Scholarship	\$ 374		\$ 171,084	\$ 171,458
Scholarship Funds	\$ 374	\$ 116,608	\$ 209,525	\$ 326,507
Monthly rate in Bank/Pool:	0.10%	0.80%	0.25%	

Earnings from Temporary Investment Budget Amount (General Fund)	\$ 125,000.00
Earnings Realized	\$ 13,030
Budget Balance (Interest received in excess of budget)	\$ 111,970

Lockhart Independent School District Board of Trustees

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3. Empower students to seize opportunities to achieve at high levels.

AGENDA TITLE:

BACKGROUND INFORMATION:

ATTACHMENT(S):

RECOMMENDATION:

RECOMMENDED MOTION:

Lockhart Independent School District Board of Trustees

Date of Board Meeting:

Agenda Item

AGENDA SECTION:

READING:

PREVIOUS BOARD REVIEW DATE:

TYPE OF ACTION

DEPARTMENT:

DISTRICT GOAL(S) ALIGNMENT:

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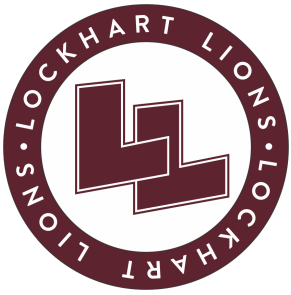
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Celebrate Texas Public Schools Proclamation 2022



WHEREAS, the foundation of a strong and competitive Texas rests in the strength of its public schools; AND

WHEREAS, the Lockhart Independent School District is committed to ensuring all students are challenged, healthy, engaged, safe, and supported to provide the best learning experience; AND

WHEREAS, the dedicated efforts of parents, educators, and community leaders provide the necessary support and strength to our public schools, providing our children a quality education and a passport to opportunities; AND

WHEREAS, the district commits to 1.5 years of growth for every student each year in reading and math and holds high expectations of staff, students, parents, and the community to achieve this; AND

WHEREAS, the district remains focused on having a LockHeart for People, being Locked on Excellence, and UnLocking Potential of every student and staff; AND

WHEREAS, students in Lockhart ISD are at an advantage because they attend LISD public schools;

AND

THEREFORE, I, Board President Michael Wright of Lockhart Independent School District, do hereby proclaim March 2022 as the month to Celebrate Texas Public Schools.

We urge all citizens to take the time to share with others why they choose public education.

Michael Wright
President
Lockhart ISD Board of Trustees

Lockhart Independent School District Board of Trustees

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**LOCKHART ISD BOARD RESOLUTION
REGARDING SCHOOL CLOSURE**

WHEREAS, the Lockhart Independent School District (“Lockhart ISD” or “the District”) was closed on January 24-25, 2022 as a result to staff shortages due to the COVID 19 pandemic which made it impossible to conduct District operations;

WHEREAS, the District employs approximately _____ individuals, some of whom are employed on a contract basis and others at will, each of whom contributes to the District’s work to educate the approximately _____ students who attend our schools and who we are charged to keep safe;

WHEREAS, the Board of Trustees has determined that it serves the public purpose of the District that all employees who were scheduled to work during an emergency closure be compensated as usual during emergency school closures, as doing so will safeguard the health of our children, our families, our staff, and our community;

WHEREAS Lockhart ISD Board Policy DEA (Local) provides that the Board may choose to pay employees during an emergency closure for which the workdays are not scheduled to be made up at a later date; and,

WHEREAS, the Lockhart ISD Administration will take appropriate and available measures to ensure an expedient and safe return to normal school operations, as well as careful stewardship of the District’s financial resources during this time; as such, appropriate controls are in place to ensure the public purpose of the District is secured;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Lockhart Independent School District that at an open meeting held on the 28th day of February 2022, the Board of Trustees voted, by a vote of ___ “for,” ___ “against,” and ___ abstaining, to approve continued compensation for all employees who were scheduled to work during an emergency closure according to normal work and salary schedules during any period of closure associated with the District’s response to the COVID 19 pandemic.

Adopted this 28th day of February 2022, by the Lockhart Independent School District Board of Trustees.

Signed:

Attest:

Michael Wright, President

Tom Guyton, Secretary

Lockhart Independent School District Board of Trustees

Date of Board Meeting:

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RECOMMENDED MOTION:

LOCKHART ISD BOARD RESOLUTION

**THE STATE OF TEXAS,
THE COUNTY OF CALDWELL**

**RESOLUTION REGARDING
A AUTHORIZATION OF LEAVE ADJUSTMENTS FOR
FEBRUARY 24, 2022 AND FEBRAURY 25, 2022,
A TWO-HOUR DELAY
FOR WEATHER-RELATED CLOSURE**

WHEREAS, the Lockhart Independent School District (“Lockhart ISD” or “the District”) on February 24, 2022 and February 25, 2022, had a two-hour delay opening schools due to inclement weather;

WHEREAS, the District employs the following categories: exempt administrators; educators, as that term is defined by Chapter 21 of the Texas Education Code; contractual employees who are not educators as that term is defined by Chapter 21 of the Texas Education Code; and non-contractual, at will employees;

WHEREAS, the Board of Trustees has determined that it serves the public purpose of the District that all categories of employees who were originally scheduled to work during the dates and times of the closure be awarded appropriate paid leave for the missed instructional time on February 24, 2022 and February 25, 2022 which was a two-hour delay, as doing so will be beneficial to employee morale, will engender employee loyalty, and will underscore the importance that the safety of its students, parents, employees, and school community members holds for the Lockhart ISD; and

WHEREAS, the Lockhart ISD Administration will take all necessary steps to make leave adjustments as necessary to ensure that employees are not adversely affected by this day of school closure and to ensure that all employees are treated equitably in furtherance of the District’s public purpose on this matter;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Lockhart Independent School District that at an open meeting held on the 28th day of February, 2022, the Board of Trustees voted, by a vote of _____ for and _____ against and _____ abstaining, to authorize appropriate leave adjustments to all categories of employees and direct the LISD Administration to make the appropriate leave adjustments.

Adopted this 28th day of February, 2022 by the Lockhart Independent School District Board of Trustees.

Signed:

Attest:

Michael Wright, President

Tom Guyton, Secretary

Lockhart Independent School District Board of Trustees

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**A RESOLUTION OF THE
LOCKHART INDEPENDENT SCHOOL DISTRICT
BOARD OF TRUSTEES**

WHEREAS, the Lockhart Independent School District (the “District”) has always been and will remain committed to providing the best possible educational opportunities for its students while at the same time being good stewards of its resources;

WHEREAS, the COVID-19 global pandemic has resulted in a high level of instructional employee absences due to personal illness, care of a close family member or minor child with the virus, or being quarantined due to a close contact with an individual who has a lab-confirmed positive case of the virus;

WHEREAS, instructional staff who test positive or who have been in close contact with an individual who has a lab-confirmed positive case of the virus will likely be absent, at a minimum, ten instructional days;

WHEREAS, the District has been unable to secure quality substitute teachers necessary to ensure continued supervisor and quality instruction of District students;

WHEREAS, the District recognizes the need to maintain quality instruction for all students when a class’s teacher of record is absent for numerous days;

WHEREAS, these challenges and a number of other factors have contributed to the need for District instructional employees to perform additional duties not contemplated or agreed upon under the instructional employees’ current employment contracts;

WHEREAS, the Lockhart Independent School District Board of Trustees believes that the District’s educational mission and thus its public purpose is served by current committed, experienced and skilled instructional employees providing substitute coverage when their colleagues are absent, in addition to the employee’s current contractual duties; and,

WHEREAS, the Lockhart Independent School District Board of Trustees finds that establishing a COVID-19 Substitute Stipend for instructional staff who perform extra substitute duties will further the District’s stated public purpose, and as set forth herein, and will establish sufficient controls to ensure that this public purpose and the attendant benefit to the District is achieved.

NOW, THEREFORE, BE IT RESOLVED :

1. That the daily rate of pay for substitute teachers who are not currently permanent, full-time instructional employees of the District shall receive an additional \$50 per day from January 26, 2022 to March 11, 2022.

BE IT FINALLY RESOLVED that the Superintendent of Schools is authorized by the Board to take such actions necessary and appropriate to implement the intent of this Resolution.

PASSED, APPROVED, AND ADOPTED BY THE BOARD OF TRUSTEES OF THE LOCKHART INDEPENDENT SCHOOL DISTRICT, this 28th day of February 2022 as follows:

Ayes: _____ Nays: _____ Abstentions: _____

Signed: _____

Michael Wright, President

Attested to: _____

Tom Guyton, Secretary

Lockhart Independent School District Board of Trustees

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Level 1	Level 2	Level 3	Campus Closure
<i>Actively tracking data and activity</i>	<i>Metrics that reflect need for intensive mitigation increase</i>	<i>Metrics that reflect situation to pare down to the essentials</i>	<i>Metrics that reflect conditions preventing reasonable quality and/or safe function of in-person instruction</i>
0 – 0.9% of campus students and staff with active COVID cases	1.0 – 2.9% of campus students and staff with active COVID cases	3.0 – 9.9% of campus students and staff with active COVID cases	>10% of campus students and staff with active COVID cases and/or inability to adequately staff schools
Protocol Overview: Heightened awareness and recommended protocols as outlined in the Leading Forward document	Protocol Overview: Noticeable reaction and potential changes to regular school day	Protocol Overview: School activities modified to minimize large group interactions indoors, canceling some events / Prepare for possible closure	Protocol Overview: Temporary campus closure (1-10 days)
Mitigation Strategies: <i>General COVID protocols, including:</i>	Mitigation Strategies: <i>Level 1 tools, plus:</i>	Mitigation Strategies: <i>Level 1 & 2 tools, plus:</i>	Mitigation Strategies: <i>Remote Conferencing instruction for entire campus</i>
Personal Safety Protocols: <ul style="list-style-type: none">Health messaging for personal prevention – hygiene, mask & vaccine informationNotification of positive cases by classroomsUnvaccinated student and staff quarantined for household cases	Personal Safety Protocols: <ul style="list-style-type: none">Mask recommendedIncrease PPE supplies & monitoringMonitoring of personal hygiene efforts (hand washing, hand sanitizer, etc.)	Personal Safety Protocols: <ul style="list-style-type: none">Masks strongly encouraged	Personal Safety Protocols: <ul style="list-style-type: none">Remote conferencing instruction for entire campus
Building Status <ul style="list-style-type: none">Daily disinfecting of campus and additional cleaning of classrooms of identified positive casesAntimicrobial application sprayed on all surfaces monthly	Building Status <ul style="list-style-type: none">Limit student movement in buildingClosed lunches and essential or limited volunteers and visitors onlyAdditional spraying in Gyms, Restrooms, Nurse and Cafeteria areasIonized Hydrogen Peroxide Air Treatment to be used in classroom and programs with identified clusters	Building Status <ul style="list-style-type: none">Enhanced weekend cleaningCustodians running sprayers in all classrooms and common areas nightly	Building Status <ul style="list-style-type: none">Deep cleaning of entire campus, additional custodians on site with 100% spraying the entire building
Instruction & Extracurriculars <ul style="list-style-type: none">In-person instructionNormal day-to-day campus operating proceduresRemote conferencing for eligible students	Instruction & Extracurriculars <ul style="list-style-type: none">In-person events, modified for spacing and masks recommendedReview student travel requests, possible limitations to travel and eventsPE outside (weather permitting)Limited indoor audiences & in-person events/meetingsReview extracurricular protocols	Instruction & Extracurriculars <ul style="list-style-type: none">Bring home supplies daily (Chromebooks and iPads)No travel, no events outside of the district unless UIL required participation or certification requirementsPossible closing of an individual classroom(s) or programConsider virtual options for student activities (programs, concerts, etc.)	Instruction & Extracurriculars <ul style="list-style-type: none">Distribution of classroom supplies, Chromebooks, iPads and any other required instructional materialCombination of asynchronous and synchronous instruction will occur with attendance required at the official attendance time set by the districtNo extracurricular events otherwise noted by UILTechnology Helpdesk provided (passwords, wifi)District employees will still report to assigned work site
Food Services <ul style="list-style-type: none">Normal day-to-day campus operating procedures	Food Services <ul style="list-style-type: none">Expanded lunch locations on campus (ex: lunch in classrooms, outside, etc.) to allow for social distancing	Food Services <ul style="list-style-type: none">Expanded lunch locations on campus (ex: lunch in classrooms, outside, etc.) to allow for social distancing	Food Services <ul style="list-style-type: none">Curbside food service & delivery expanded for all students

IMPORTANT NOTES REGARDING IMPLEMENTATION

- In order to ensure proper staffing and to track Indicators for potential Increased safety measures, the HR Department is monitoring staff absences for campuses, programs, and services including transportation, child nutrition, Cub House, after-school programming, substitutes, and custodial staff.
- There is no cut-and-dry movement from one tier to another. Situations progress, as do responses that may be implemented. Listed responses in each tier are akin to a toolkit of possible tools to use, not a recipe to follow.
- Scenario monitoring and decisions for responses are implemented BY CAMPUS (not district-wide), or could even be implemented only within a program (e.g. only for band, only for football).
- District dashboard is updated instantaneously for review.
- Decisions are made with the best information available at the time and are subject to change. Changes in state or county guidelines may also impact response protocols.

