

**Medina Valley Independent School District  
Board of Trustees  
Special Meeting on Monday, November 7, 2022 at 6:00 PM .  
Medina Valley ISD Central Office Board Room**

**A Special Board Meeting of the MVISD Board of Trustees was held on Monday, November 7, 2022, beginning at 6:00 PM at/on Medina Valley ISD Central Office Board Room.**

**I. First Order of Business**

A Establish a Quorum

B Pledge of Allegiance to the Flag followed by a moment of silence

2

**II. Public Comment**

3

*At Regular Board Meetings the Board shall permit public comment on any topic. At all other Board Meetings public comments will be limited to items on the agenda posted with the notice of the meeting. All Public Comments are limited to 5 minutes.*

**III. Discussion and Possible Action Items**

A Consider adopting policy changes to MVISD Local

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Policies: AE, AF, BBB, BE, BQA, BQB, CB, CDC, CH,CI, CO, CRD, CV, , DC, DEA, DEC, DFBB, DHE, , EEB,EHA  
D, EIC, EIF, FD, FDA, FDC, FEC, FEE, FEF, FFA, FFAC, FL, FM, FMG, FNAA, FNAB, FNCE, GKD, GKDA and  
CW(EXHIBIT) and DNA(REGULATION)

**IV. Closed Session**

94

A Personnel Matters (TX Govt. Code Section 551.074)

- Professional Contracts
- Roles and Responsibilities of a Public Officer

**V. Continued Discussion and Possible Action Items**

A Consider professional contract recommendations

**VI. MVISD Team of 8 Training**

**VII. Adjournment**

(Items do not have to be taken in the same order as shown on the meeting agenda.)



# Public Comments

### PROPOSED REVISIONS

**Mission Statement**

~~Medina Valley Independent School District will provide its students with a superior and diverse education that inspires excellence, promotes accountability and values, and encourages all students to achieve their highest potential.~~ The District exists to develop, cultivate, and inspire self-directed critical thinkers and life-long learners who strive to achieve their highest potential.

**Vision Statement**

The District shall empower students to exhibit the attributes of the District's profile of a graduate.

## PROPOSED REVISIONS

In accordance with state law, the District has completed all requirements for designation as an innovation district, and the Board has adopted an [innovation plan](#).<sup>1</sup>

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<sup>1</sup> Innovation Plan:

[https://www.mvisd.com/apps/pages/index.jsp?uREC\\_ID=2205251&type=d&pREC\\_ID=2193600](https://www.mvisd.com/apps/pages/index.jsp?uREC_ID=2205251&type=d&pREC_ID=2193600)<https://www.mvisd.com/domain/2901>

### PROPOSED REVISIONS

<b>Court Order</b>	The District shall conduct its Board member elections in accordance with the Agreed Settlement in LULAC v. Medina Valley ISD, CA. No. SA-93-0454, United States District Court, Western District of Texas, San Antonio Division, as long as such court order or other binding legal determination is in effect. A copy of the court order or other binding legal determination may be obtained from the Superintendent's office.
<b>Membership</b>	The Board shall consist of seven members.
<b>Method of Election</b>	Election of Board members shall be a combination of at large and by single-member districts.
<b>Election Date</b>	General election of Board members shall be on the May uniform election date.
<b>Terms and Election Schedule</b>	Two Board members shall be elected at large for three-year terms, with elections conducted annually, as follows:
At Large	The election of two Board members shall be held in <del>2020</del> , 2023, 2026, <u>2029</u> , and in three-year intervals thereafter.
Single-Member Districts	Five Board members shall be elected by single-member districts for three-year terms, with elections conducted annually, as follows:
<i>Districts 1 and 2</i>	The election for single-member district numbers 1 and 2 shall be held in <del>2018, 2021</del> , 2024, <u>2027, 2030</u> , and in three-year intervals thereafter.
<i>Districts 3 and 4</i>	The election for single-member district numbers 3 and 4 shall be held in <del>2019, 2022</del> , 2025, <u>2028, 2031</u> , and in three-year intervals thereafter.
<i>District 5</i>	The election for single-member district number five shall be held in <del>2020</del> , 2023, 2026, <u>2029</u> , and in three-year intervals thereafter.
<b>Method of Voting</b>	The at-large candidates receiving the highest number of votes for the number of positions with expiring terms shall be elected.
At Large	
<i>Plurality</i>	
Single-Member Districts	To be elected, a single-member district candidate must receive more votes than any other candidate for the single-member district.
<i>Plurality</i>	

## PROPOSED REVISIONS

### Meeting Place and Time

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

### Regular Meetings

Regular meetings of the Board shall normally be held on the ~~third Monday~~fourth Monday of each month at 6:30 p.m. When determined necessary and for the convenience of Board members, the Board President may change the date, time, or location of a regular meeting with proper notice.

### Special or Emergency Meetings

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

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

### Agenda

#### Deadline

The deadline for submitting items for inclusion on the agenda is ~~the seventh calendar~~the seventh business day before regular meetings and ~~the third calendar~~the third business day before special meetings.

#### Preparation

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

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

### Notice to Members

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

### Closed Meeting

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

BOARD MEETINGS

BE  
(LOCAL)

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

**Order of Business**

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

**Rules of Order**

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

Voting

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

Consent Agenda

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

**Minutes**

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

The official minutes of the Board shall be retained on file in the office of the Superintendent and shall be available for examination during regular office hours.

**Discussions and Limitation**

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

The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item, and that time limit has expired. Aside from these limitations, the Board President

shall not interfere with debate so long as members wish to address themselves to an item under consideration.

## PROPOSED REVISIONS

### District-Wide Advisory Committee

In compliance with law, the District shall establish a District-wide advisory committee (DWAC) to advise the Board or its designee in establishing and reviewing the District improvement plan [see BQ], as well as the District's educational goals, performance objectives, and major District-wide classroom instructional programs.

The committee shall approve District-wide staff development. [See DMA]

~~In compliance with Education Code 11.251, the District-wide Advisory Committee (DWAC) shall advise the Board or its designee in establishing and reviewing the District's educational goals, objectives, and major District wide classroom instructional programs identified by the Board or its designee. The committee shall serve exclusively in an advisory role except that the committee shall approve staff development of a District-wide nature.~~

### Board's Designee Chairperson

The Superintendent shall serve as the Board's designee and shall regularly consult with the committee.

~~The Superintendent shall be the Board's designee and shall name the chairperson of the committee from among the committee's members. The Superintendent shall meet with the committee periodically.~~

### Meetings

The chairperson of the committee shall set its agenda and shall schedule at least ~~four~~ two meetings per year, including the public meeting required by law; ~~additional meetings may be held at the call of the chairperson.~~

### Communications

The Superintendent shall ensure that the District-level committee establishes communication strategies to periodically obtain broad-based community, parent, and staff input and provide information to those persons regarding the recommendations of the committee~~The Superintendent or designee shall ensure that the DWAC obtains broad-based community, parent, and staff input and provides information to those persons on a systematic basis. Methods of communication may include, but are not limited to:~~

- ~~1. Articles regarding the work of the committee in District and campus publications or on the District website.~~
- ~~2. News releases to the local media regarding the work of the committee.~~
- ~~3.1. Periodic reports on the work of the committee that may be posted on campus bulletin boards.~~

PLANNING AND DECISION-MAKING PROCESS  
DISTRICT-LEVEL

BQA  
(LOCAL)

**Composition**

The committee shall be composed of members who shall represent campus-based professional staff, District-level professional staff, parents, businesses, and the community. When practicable, professional staff representation shall include a representative with the primary responsibility for educating students with disabilities. For purposes of this policy, District-level professional staff shall be defined as professionals who have responsibilities at more than one campus including, but not limited to, central office staff.

Selected  
Representatives

Parent, community member, and business representatives shall be selected in accordance with this policy and administrative regulations.

~~Professional Staff~~

~~Classroom teacher representatives shall be nominated and elected by classroom teachers assigned to each campus and shall comprise at least two-thirds of the total professional staff representation on the committee.~~

~~At least one campus-based nonteaching professional representative shall be nominated and elected by the campus-based nonteaching professional staff.~~

~~At least one District-level professional staff member, other than the Superintendent, shall be nominated and elected by the District-level professional staff.~~

*Parents*

The committee shall include at least two parents of students currently enrolled in the District, ~~selected in accordance with administrative procedures.~~ The Superintendent shall, through various channels, inform all parents of District students about the committee's duties and composition and shall solicit volunteers. ~~[See BQA(LEGAL)]~~

*Community  
Members*

The committee shall include at least two community members selected by a process that provides for adequate representation of the community's diversity, ~~in accordance with administrative procedures.~~ The Superintendent shall use several methods of communication to ensure that community residents are informed of the committee and are provided the opportunity to participate and shall solicit volunteers. Community representatives must reside in the District.

*Business  
Representatives*

The committee shall include at least two business representatives selected by a process that provides for adequate representation of the community's diversity, ~~in accordance with administrative procedures.~~ The Superintendent shall use several methods of communication to ensure that area businesses are informed of the committee and are provided the opportunity to participate and shall solicit volunteers. Business representatives need not reside in nor operate businesses in the District.

<u>Professional Staff Elections</u>	<u>Professional staff representatives shall be nominated and elected in accordance with this policy and administrative regulations.</u>
	<del>Classroom teacher representatives shall be nominated and elected by classroom teachers assigned to each campus and shall comprise at least two-thirds of the total professional staff representation on the committee and shall be nominated and elected by classroom teachers assigned to each respective campus.</del>
	<del>At least one campus-based nonteaching professional representative shall be nominated and elected by the campus-based nonteaching professional staff</del> <u>the campus-based nonteaching professional staff.</u>
	<del>At least one District-level professional staff member, other than the Superintendent, shall be nominated and elected by the District-level professional staff.</del>
<b>Elections</b>	An employee's affiliation or lack of affiliation with any organization or association shall not be a factor in either the nomination or election of the employee to the committee. [See DGA]
	<u>A nominee must consent before the person's name may appear on a ballot. Election of the committee shall be held at a time determined by the Board or its designee.</u>
	<del>The consent of each nominee shall be obtained before the person's name may appear on the ballot. Election of the committee shall be held in the fall of each school year at a time determined by the Board or its designee. Nominations and elections shall be conducted in accordance with this policy and administrative regulations.</del>
<b>Terms</b>	<u>All R</u> epresentatives shall serve staggered <del>three</del> <u>two</u> -year terms and <u>shall not be limited as to the number of consecutive terms they may serve on the committee</u> <del>shall be limited to two consecutive terms on the committee.</del>
<b>Vacancy</b>	<u>A vacancy during a term shall be filled for the remainder of the term by election or selection as appropriate for the category.</u>
	<del>If a vacancy occurs among the representatives, nominations shall be solicited and an election held or selection made for the unexpired term in the same manner as for the annual election.</del>
<b>Other Advisory Groups</b>	<del>The existence of the DWAC shall not affect the authority of the Board or its designee to appoint or establish other advisory groups or task forces to assist it in matters pertaining to District instruction.</del>

## PROPOSED REVISIONS

### Campus-Level Committees

In compliance with law, each campus shall establish a campus-level committee to ensure that effective planning and site-based decision-making occur to direct and support the improvement of student performance for all students. The committees shall assist the principal, as the Board's designee, in establishing and reviewing the goals, performance objectives, and major classroom instructional programs of each campus.

Each committee shall assist with the development, evaluation, and revision of the respective campus improvement plan and shall approve campus staff development needs identified in the campus improvement plan [see BQ and DMA].

### Meetings

The principal shall be responsible for the agenda and shall schedule at least two meetings per year, including the public meeting required by law.

### Communications

Each principal or designee shall ensure that the campus-level committee establishes communication strategies to periodically obtain broad-based community, parent, and staff input and provide information to those persons regarding the recommendations of the committee.

### Composition

The committee shall be composed of members who shall represent campus-based professional staff, District-level professional staff, parents, businesses, and the community. When practicable, professional staff representation shall include a representative with the primary responsibility for educating students with disabilities. For purposes of this policy, District-level professional staff shall be defined as professionals who have responsibilities at more than one campus, including, but not limited to, central office staff.

#### Selected Representatives

Parent, community member, and business representatives shall be selected in accordance with this policy and administrative regulations.

#### Parents

The committee shall include at least two parents of students currently enrolled in the District. The principal shall, through various channels, inform all parents of campus students about the committee's duties and composition and shall solicit volunteers.

#### Community Members

The committee shall include at least two community members selected by a process that provides for adequate representation of the community's diversity. The principal shall use several methods of communication to ensure that community residents are informed of the committee and are provided the opportunity to participate and shall solicit volunteers. Community representatives must reside in the District.

PLANNING AND DECISION-MAKING PROCESS  
CAMPUS-LEVEL

BQB  
(LOCAL)

<u>Business Representatives</u>	<u>The committee shall include at least two business representatives selected by a process that provides for adequate representation of the community's diversity. The principal shall use several methods of communication to ensure that area businesses are informed of the committee and are provided the opportunity to participate and shall solicit volunteers. Business representatives need not reside in nor operate businesses in the District.</u>
<u>Professional Staff Elections</u>	<u>Professional staff representatives shall be nominated and elected in accordance with this policy and administrative regulations.</u> <u>Classroom teacher representatives shall comprise at least two-thirds of the professional staff representation on the committee and shall be nominated and elected by classroom teachers assigned to the campus.</u> <u>At least one campus-based nonteaching professional representative shall be nominated and elected by nonteaching professional staff assigned to the campus.</u> <u>At least one District-level professional representative shall be nominated and elected by District-level professional staff.</u> <u>An employee's affiliation or lack of affiliation with any organization or association shall not be a factor in either the nomination or election of the employee to the committee. [See DGA]</u> <u>A nominee must consent before the person's name may appear on the ballot. Election of the committee shall be held at a time determined by the Board or its designee.</u>
<u>Terms</u>	<u>All representatives shall serve staggered two-year terms and shall not be limited as to the number of consecutive terms they may serve on the committee.</u>
<u>Vacancy</u>	<u>A vacancy during a term shall be filled for the remainder of the term by election or selection as appropriate for the category.</u>
<del>Campus Performance Objectives Committee</del>	<del>A campus performance objectives committee (CPOC) shall be established on each campus to assist the principal. The committee shall meet for the purpose of implementing planning processes and site-based decision making in accordance with Board policy and administrative procedures and shall be chaired by the principal.</del> <del>The committee shall serve exclusively in an advisory role except that each campus committee shall approve staff development of a campus nature.</del>
<del>Campus Performance Objectives</del>	<del>Each principal shall be responsible for the development of campus performance objectives. These objectives shall be formulated annually in accordance with a schedule established by the District,</del>

PLANNING AND DECISION-MAKING PROCESS  
CAMPUS-LEVEL

BQB  
(LOCAL)

~~shall support the District's educational goals and objectives, and shall be specific to the academic achievement of students served by the campus. The Board shall review and approve campus performance objectives.~~

**Waivers**

~~The principal shall be responsible for ensuring that no campus-initiated decision violates rule, law, or policy, unless the campus has obtained a waiver. [See BQB(LEGAL) and BF]~~

~~Except as prohibited by law [see BF], a campus may apply to the Board for a waiver of a local policy. An application for a waiver must state the achievement objectives of the campus and the reasons for requesting the waiver.~~

**Communications**

~~The principal or designee shall ensure that the CPOC obtains broad-based community, parent, and staff input and provides information to those persons on a systematic basis. Methods of communication may include, but are not limited to:~~

- ~~1. Articles regarding the work of the committee in District or campus publications and on the District or campus website.~~
- ~~2. News releases to the local media regarding the work of the committee.~~
- ~~3. Periodic reports on the work of the committee that may be posted on campus bulletin boards.~~

**Composition**

~~The committee shall be composed of members who shall represent District and campus-based professional staff, parents, businesses, and the community. At least two-thirds of the District and campus professional staff representatives shall be classroom teachers. The remaining employee representatives shall be professional non-teaching District and campus-level staff. For purposes of this policy, District-level professional staff shall be defined as professionals who have responsibilities at more than one campus including, but not limited to, central office staff.~~

~~Classroom  
Teachers~~

~~Classroom teachers shall be nominated and elected by all professional staff assigned to that campus.~~

~~Campus-Based  
Nonteaching  
Professionals~~

~~Campus-based nonteaching professionals shall be nominated and elected by nonteaching professionals assigned to that campus.~~

~~District-Level  
Professionals~~

~~District-level professionals shall be nominated and elected by District-level professional staff.~~

~~Parents~~

~~The committee shall include at least two parents of students currently enrolled at the campus, selected in accordance with administrative procedures. The principal shall, through various channels,~~

PLANNING AND DECISION-MAKING PROCESS  
CAMPUS-LEVEL

BQB  
(LOCAL)

	<del>inform all parents of campus students about the committee's duties and composition and shall solicit volunteers. [See BQB(LEGAL)]</del>
<b>Community Members</b>	<del>The committee shall include at least two community members selected by a process that provides for adequate representation of the community's diversity, in accordance with administrative procedures. The principal shall use several methods of communication to ensure that community residents are informed of the committee and are provided the opportunity to participate and shall solicit volunteers. Community representatives must reside in the District.</del>
<b>Business Representatives</b>	<del>The committee shall include at least two business representatives selected by a process that provides for adequate representation of the community's diversity, in accordance with administrative procedures. The principal shall use several methods of communication to ensure that area businesses are informed of the committee and are provided the opportunity to participate and shall solicit volunteers. Business representatives need not reside in nor operate businesses in the District.</del>
<b>Elections</b>	<del>An employee's affiliation or lack of affiliation with any organization or association shall not be a factor in either the nomination or election of the employee to the committee. [See DGA] Nominated employees shall give their consent to serve on the committee before they are eligible for election. Nominations and elections shall be conducted in accordance with this policy and administrative regulations.</del>
<b>Terms</b>	<del>Representatives shall serve staggered three-year terms and shall be limited to two consecutive terms on the committee.</del>
<b>Vacancy</b>	<del>A vacancy during a term shall be filled for the remainder of the term by election or selection as appropriate for the category.</del>
<b>Meetings</b>	<del>The committee shall meet at the call of the principal. The principal shall set the agenda for each meeting.</del>

### PROPOSED REVISIONS

#### Grants and Awards

The Superintendent shall be authorized to:

1. Apply, on behalf of the Board, for any and all special federal and state grants and awards as deemed appropriate for the District's operations;
2. Approve commitment of District funds for matching, cost sharing, cooperative, or jointly funded projects up to the amounts specifically allowed under the District budget approved by the Board; and
3. Approve grant and award amendments as necessary.

The District shall comply with all requirements for state and federal grants and awards imposed by law, the awarding agency, or an applicable pass-through entity. The Superintendent shall develop and enforce financial management systems, internal control procedures, procurement procedures, and other administrative procedures as needed to provide reasonable assurance that the District is complying with requirements for state and federal grants and awards.

[See CAA, CBB]

#### Federal Awards

##### Public Notice and Input

The District shall provide public notice of federal grant applications through an information item at a Board meeting and by publishing information on the District's website. The District shall make available opportunities for public input as required by law or the granting agency.

##### Plan Approval

Approval of required grant and award plans shall be by the assistant superintendent for finance and operations.

#### Conflict of Interest

Each employee, Board member, or agent of the District who is engaged in the selection, award, or administration of a contract supported by a federal grant or award and who has a potential conflict of interest as defined at Code of Federal Regulations, title 2, section 200.318, shall disclose to the District, in writing, any conflict that meets the disclosure threshold in Chapter 176 of the Local Government Code. [See CBB]

In addition, each employee, Board member, or agent of the District shall comply with any other conflict of interest requirements imposed by the granting agency or a pass-through entity.

For purposes of this policy, "immediate family member" shall have the same meaning as "family member" as described in Chapter 176 of the Government Code. [See BBFA]

STATE AND FEDERAL REVENUE SOURCES

CB  
(LOCAL)

For purposes of this policy, “partner” shall have the same meaning as defined in Business Organizations Code Chapter 1, Subchapter A.

An employee, Board member, or agent of the District who is required to disclose a conflict in accordance with the provisions above shall not participate in the selection, award, or administration of a contract supported by a federal grant or award.

Gifts and Gratuities

Employees, Board members, and agents of the District shall not solicit any gratuities, favors, or items from a contractor or a party to a subcontract for a federal grant or award and shall not accept:

1. Any single item with a value at or above \$50; or
2. Items from a single contractor or subcontractor that have an aggregate monetary value exceeding \$100 in a 12-month period.

[See BBFA, BBFB, CBB, DBD. In the event of a violation of these requirements, see CAA and DH.]

## PROPOSED REVISIONS

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**Note:** For purposes of this policy, the terms “gift” and “donation” have the same meaning.

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### Unsolicited Gifts

#### Authority to Accept

The Board delegates to the Superintendent the authority to accept unsolicited gifts on behalf of the District. ~~However, any gift with a cost or market value of \$501 or more.~~ However, any gift that the potential donor has expressly made conditional upon the District's use for a specified purpose, or any gift of real property shall require Board approval.

#### Criteria for Acceptance

Once accepted, a gift becomes the sole property of the District.

The District shall not accept any gift that would violate or conflict with policies of or actions by the Board or with federal or state law.

Before the Superintendent accepts a gift or recommends acceptance of a gift to the Board, as applicable, the Superintendent shall consider whether the gift:

1. Has a purpose consistent with the District's educational philosophy, goals, and objectives;
2. Places any restrictions on a campus or District program;
3. Would support a program that the Board may be unable or unwilling to continue when the donation of funds is exhausted;
4. Would result in ancillary or ongoing costs for the District;
5. Requires employment of additional personnel;
6. Requires or implies the endorsement of a specific business or product [see GKB for advertising opportunities];
7. Would result in inequitable funding, equipment, or resources among District schools or programs;
8. Obligates the District or a campus to engage in specific actions; or
9. Affects the physical structure of a building or would require extensive maintenance on the part of the District.

### Solicitations

An employee who solicits gifts on behalf of the District or for use in the fulfillment of his or her professional responsibilities shall obtain prior approval from an administrator and comply with relevant state and federal law and any District administrative regulations.

OTHER REVENUES  
GIFTS AND SOLICITATIONS

CDC  
(LOCAL)

All donations solicited on behalf of the District, including solicitations in the name of the District or a campus, or donations solicited using District or campus resources, become the sole property of the District.

Web-Based  
Solicitations

An employee shall not solicit web-based donations of money or items for use by the employee in fulfilling his or her professional responsibilities or for the District's use, including "crowdfunding."

### PROPOSED REVISIONS

**Purchasing  
Authority**

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

Exception for  
Emergency  
Contracts

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

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

**Purchasing  
Procedures**

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

Micro-purchase  
Threshold

The Board delegates to the Superintendent the authority to self-certify the micro-purchase threshold for federally funded purchases up to the lesser of the amount of purchasing authority delegated to the Superintendent above or to the extent allowed by law. [See CBB(LEGAL)] Purchases must be approved in accordance with the provisions at Purchasing Authority, above.

**Purchasing Method**

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

*Competitive  
Bidding*

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

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

PURCHASING AND ACQUISITION

CH  
(LOCAL)

<i>Competitive Sealed Proposals</i>	<p>If competitive sealed proposals are chosen as the purchasing method, the Superintendent shall prepare the request for proposals and/or specifications for items to be purchased. All proposals shall be in accordance with administrative regulations, and the submission of any electronic proposals shall also be in accordance with Board-adopted rules. Proposals received after the specified time shall not be considered. Proposals shall be opened at the time specified, and all proposers shall be invited to attend the proposal opening. Proposals may be withdrawn prior to the scheduled time of opening. Changes in the content of a proposal, and in prices, may be negotiated after proposals are opened.</p> <p>The District may reject any and all proposals in accordance with state or federal law, as applicable.</p>
Electronic Bids or Proposals	<p>Bids or proposals that the District has chosen to accept through electronic transmission shall be administered in accordance with Board-adopted rules. Such rules shall safeguard the integrity of the competitive procurement process; ensure the identification, security, and confidentiality of electronic bids or proposals; and ensure that the electronic bids or proposals remain effectively unopened until the proper time.</p>
<b>Responsibility for Debts</b>	<p>The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with the adopted budget, state law, Board policy, and the District's purchasing procedures. [See CE] The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. Persons making unauthorized purchases shall assume full responsibility for all such debts.</p>
<b>Purchase Commitments</b>	<p>All purchase commitments shall be made by the Superintendent in accordance with administrative procedures, including the District's purchasing procedures.</p>
<b>Personal Purchases</b>	<p>District employees shall not be permitted to make purchases for personal use through the District's business office.</p>

### PROPOSED REVISIONS

The Superintendent ~~or designee~~ is authorized to declare District materials, equipment, personal property such as vehicles, and supplies to be unnecessary and shall dispose of unnecessary materials, equipment, personal property such as vehicles, and supplies for fair market value. If the unnecessary property has no value, the Superintendent ~~or designee~~ may dispose of such property according to administrative discretion.

~~Items~~ Instructional materials shall be disposed of in accordance with law. [See CMD(LEGAL)]

Property obtained with federal funds or as federal surplus shall be managed ~~according to~~ in accordance with federal ~~regulations.~~  
law.

### PROPOSED REVISIONS

#### Food Donation

The Superintendent shall be authorized to develop regulations for the District to donate or otherwise dispose of leftover food in accordance with law.

#### Meal Charges

##### State Law

As established by the Board, a student with an exhausted or insufficient balance on his or her meal card or meal account shall be allowed to continue to purchase up to ~~three meals~~ \$10. The Superintendent shall develop administrative regulations for this grace period to address:

1. The District's processes for parent notification during the grace period, including a schedule for repayment; and
2. Whether the student will be limited to certain foods or beverages during this grace period, and, if so, the District's efforts to minimize overt identification of the student.

No fees or interest shall be charged by the District for meals purchased during the grace period.

##### Federal Law

For each campus that participates in the federal school breakfast or lunch programs under which students may incur a meal charge, the District's administrative regulations shall also address procedures for a student who has insufficient funds to purchase a meal following exhaustion of the grace period described above. The procedures shall address:

1. The parameters under which meals shall be served to the student;
2. The District's efforts to minimize overt identification of the student; and
3. How the District will attempt to collect unpaid debt in order to maintain the financial integrity of the food service account.

## PROPOSED REVISIONS

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**Note:** ~~This local policy has been revised in accordance with the District's innovation plan.<sup>4</sup>~~

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### **Group Health Benefits**

~~In accordance with the District's innovation plan, the District is exempt from the requirements of the Education Code regarding group health benefits for school employees and the prohibition on making group health coverage available after coverage under TRS ActiveCare has begun.~~

### **District Contribution**

The Board annually shall determine the District's contribution to employee health insurance premiums as part of the budget development and adoption process.

### **Continuation Coverage**

The District shall continue its contribution toward the cost of the employee's group health insurance coverage while the employee is on paid leave or, if applicable, while the employee is on family and medical leave. [See DEC]

The District shall not otherwise expend public funds for group health insurance coverage of an employee who is not on paid leave status. However, an employee who is not on paid leave status or FMLA leave shall be allowed to continue group health insurance coverage, at his or her own expense, for the period specified in the District's group health insurance plan.

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<sup>4</sup> Innovation Plan: <https://www.mvisd.com/domain/2901>

### PROPOSED REVISIONS

**Compliance with Law**

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

**Construction Contracts**

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

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

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

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**Change Orders**

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

**Project Administration**

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

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

**Final Payment**

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

**DELETE EXHIBIT**

PROPOSED NAME FOR FACILITY

This form will be used by persons nominating names for new or existing facilities according to CW(LOCAL). Please submit the completed form to the District by established deadlines.

Remember to review CW(LOCAL) for specific guidelines for naming an elementary campus, a middle school campus, and a high school campus.

The responsibility for naming facilities rests with the Board.

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**Note:** Classroom buildings that are part of a campus will not be assigned separate names. Requests to name specific facilities on a campus (e.g., libraries, band halls, courtyards, amphitheaters, athletic facilities, and the like) will be considered on a case-by-case basis. Names previously assigned to such facilities will remain in use.

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I, \_\_\_\_\_ (*print name*),  
propose that the \_\_\_\_\_ (*designation of building  
and/or location*) be named \_\_\_\_\_.

Please state the reason or rationale for your proposed name.

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### PROPOSED REVISIONS

<b>Personnel Duties</b>	The Superintendent shall define the qualifications, duties, and responsibilities of all positions and shall ensure that job descriptions are current and accessible to employees and supervisors.
<b>Posting Vacancies</b>	The Superintendent or designee shall establish guidelines for advertising employment opportunities and posting notices of vacancies. These guidelines shall advance the Board's commitment to equal opportunity employment and to recruiting well-qualified candidates. Current District employees may apply for any vacancy for which they have appropriate qualifications.
<b>Applications</b>	All applicants shall complete the application form supplied by the District. Information on applications shall be confirmed before a contract is offered for a contractual position and before hiring or as soon as possible thereafter for a noncontractual position.  [For information related to the evaluation of criminal history records, see DBAA.]
<b>Employment of Contractual Personnel</b>	The Superintendent has sole authority to make recommendations to the Board regarding the selection of contractual personnel.  The Board retains final authority for employment of contractual personnel.
<b>Exception</b>	<del>The Board may delegate to the Superintendent the final authority for employment of contractual personnel in certain circumstances. The Superintendent shall personally interview any candidate before exercising any authority granted by the Board and shall report to the Board any persons offered a contract under this authority.</del>  [See DCA, DCB, DCC, and DCE as appropriate]
<b>Employment of Noncontractual Personnel</b>	The Board delegates to the Superintendent final authority to employ and dismiss noncontractual employees on an at-will basis. [See DCD]
<b>Employment Assistance Prohibited</b>	No District employee shall assist another employee of the District or of any school district in obtaining a new job if the employee knows, or has probable cause to believe, that the other employee engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition. [See CJ for prohibitions relating to contractors and agents and DH(EXHIBIT) for the Educators' Code of Ethics.]

### PROPOSED REVISIONS

The Superintendent shall recommend an annual compensation plan for all District employees. The compensation plan may include wage and salary structures, stipends, benefits, and incentives. [See also DEAA] The recommended plan shall support District goals for hiring and retaining highly qualified employees. The Board shall review and approve the compensation plan to be used by the District. The Board shall also determine the total compensation package for the Superintendent. [See BJ series]

#### Pay Administration

The Superintendent shall implement the compensation plan and establish procedures for plan administration consistent with the budget. The Superintendent or designee shall classify each job title within the compensation plan based on the qualifications, duties, and market value of the position.

#### ~~Superintendent~~

~~The Superintendent's salary shall be reviewed annually at the completion of the appraisal review process in January and shall be negotiated by the Board and Superintendent.~~

#### Annualized Salary

The District shall pay all salaried employees over 12 months in equal monthly or bimonthly installments, regardless of the number of months employed during the school year. Salaried employees hired during the school year shall be paid in accordance with administrative regulations.

#### Pay Increases

The Superintendent shall recommend to the Board an amount for employee pay increases as part of the annual budget. The Superintendent or designee shall determine pay adjustments for individual employees, within the approved budget following established procedures.

#### *Mid-Year Pay Increases*

Contract  
Employees

A contract employee's pay may be increased after performance on the contract has begun only if authorized by the compensation plan of the District or there is a change in the employee's job assignment or duties during the term of the contract that warrants additional compensation. Any such changes in pay that do not conform with the compensation plan shall require Board approval. [See DEA(LEGAL) for provisions on pay increases and public hearing requirements]

Noncontract  
Employees

The Superintendent may grant a pay increase to a noncontract employee after duties have begun because of a change in the employee's job assignment or to address pay equity. The Superintendent shall report any such pay increases to the Board at the next regular meeting.

#### Pay During Closing

If the Board chooses to pay employees during an emergency closure for which the workdays are not scheduled to be made up at a

COMPENSATION AND BENEFITS  
COMPENSATION PLAN

DEA  
(LOCAL)

later date, then that authorization shall be by resolution or other Board action and shall reflect the purpose served by the expenditure. [See EB for the authority to close schools]

### PROPOSED REVISIONS

**Leave  
Administration**

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

**Definitions**

The term “immediate family” is defined as:

Immediate Family

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

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

Family Emergency

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

Leave Day

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

School Year

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

Catastrophic Illness  
or Injury

A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee’s immediate family that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Such conditions typically require prolonged hospitalization or recovery or are expected to result in disability or death. Conditions relating to pregnancy or childbirth shall be considered catastrophic if they meet the requirements of this paragraph.

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

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**Availability**

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

**State Leave Proration**

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

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

**Medical Certification**

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

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

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

**State Personal Leave**

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

**Nondiscretionary Use**

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

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

**Discretionary Use**

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

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

<i>Request for Leave</i>	<p>In deciding whether to approve or deny a request for discretionary use of state personal leave, the supervisor shall not seek or consider the reasons for which an employee requests to use leave. The supervisor shall, however, consider the duration of the requested absence in conjunction with the effect of the employee's absence on the educational program and District operations, as well as the availability of substitutes.</p> <p>Discretionary use of state personal leave <u>or local leave</u> shall not exceed <del>three</del> <u>five</u> consecutive workdays.</p>
<b>Local Leave</b>	<p>Each employee shall earn five, six, or seven paid local leave days per school year in accordance with administrative regulations.</p> <p>Local leave shall accumulate without limit.</p> <p>Local leave shall be used according to the terms and conditions of state personal leave. [See State Personal Leave, above]</p>
<b>Sick Leave Bank</b>	<p>The District shall establish a sick leave bank that employees may join through contribution of local leave.</p> <p>Leave contributed to the bank shall be solely for the use of participating employees. An employee who is a member of the bank may request leave from the bank if the employee experiences a catastrophic illness or injury and has exhausted all paid leave and any applicable compensatory time.</p> <p>The Superintendent shall develop regulations for the operation of the sick leave bank that address the following:</p> <ol style="list-style-type: none"><li>1. Membership in the sick leave bank, including the number of days an employee must contribute to become a member;</li><li>2. Procedures to request leave from the sick leave bank;</li><li>3. The maximum number of days per school year a member employee may receive from the sick leave bank;</li><li>4. The committee or administrator authorized to consider requests for leave from the sick leave bank and criteria for granting requests; and</li><li>5. Other procedures deemed necessary for the operation of the sick leave bank.</li></ol>
Appeal	<p>An employee may appeal a decision regarding the sick leave bank in accordance with DGBA(LOCAL), beginning with the Superintendent or appropriate administrator.</p>
<b>Family and Medical Leave</b>	<p>FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable.</p>

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

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**Note:** See DECA(LEGAL) for provisions addressing FMLA.

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Twelve-Month Period	For purposes of an employee's entitlement to FMLA leave, the 12-month period shall begin on the first duty day of the school year.
Combined Leave for Spouses	When both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks.
Intermittent or Reduced Schedule Leave	The District shall not permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee.
Certification of Leave	When an employee requests leave, the employee shall provide certification, in accordance with FMLA regulations, of the need for leave.
Fitness-for-Duty Certification	In accordance with administrative regulations, when an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification.
Leave at the End of Semester	When a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester.
<b>Temporary Disability Leave</b>	<p>Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]</p> <p>An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent as a request for temporary disability leave.</p> <p>The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.</p>
<b>Workers' Compensation</b>	<p><b>Note:</b> Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance.</p>

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COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

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

**No Paid Leave  
Offset**

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

**Court Appearances**

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

**Payment for  
Accumulated Leave  
Upon Separation**

The following leave provisions shall apply to local leave accumulated beginning on the original effective date of this program.

An employee who separates from employment with the District shall be eligible for payment for accumulated local leave under the following conditions:

1. The employee's separation from employment is voluntary, i.e., the employee is retiring or resigning and is not being discharged or nonrenewed.
2. The employee provides advance written notice of intent to separate from employment. Contract employees must provide written notice at least 90 days before the last day of employment. Noncontract employees must provide written notice at least two weeks before the last day of employment.
3. The employee has at least ten years of service with the District.
4. The employee has at least 15 days of available local leave.

The employee shall receive payment for each day of accumulated local leave, to a maximum of \$5,000. If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

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

## PROPOSED REVISIONS

### Reasons

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

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

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

16. Conviction of or deferred adjudication for any felony, any crime involving moral turpitude, or other offense listed at DH(LOCAL); or conviction of a lesser included offense pursuant to a plea when the original charged offense is a felony. [See DH]
17. Failure to comply with reasonable District requirements regarding advanced coursework or professional improvement and growth.
18. Disability, not otherwise protected by law, that prevents the employee from performing the essential functions of the job.
19. Any activity, school-connected or otherwise, that, because of publicity given it, or knowledge of it among students, faculty, or the community, impairs or diminishes the employee's effectiveness in the District.
20. Any breach by the employee of an employment contract or any reason specified in the employee's employment contract.
21. Failure to maintain an effective working relationship, or maintain good rapport, with parents, the community, or colleagues.
22. A significant lack of student progress attributable to the educator.
23. Behavior that presents a danger of physical harm to a student or to other individuals.
24. Assault on a person on District property or at a school-related function, or on an employee, student, or student's parent regardless of time or place.
25. Use of profanity in the course of performing any duties of employment, whether on or off school premises, in the presence of students, staff, or members of the public, if reasonably characterized as unprofessional.
26. Falsification of records or other documents related to the District's activities.
27. Falsification or omission of required information on an employment application.
28. Misrepresentation of facts to a supervisor or other District official in the conduct of District business.

29. Failure to fulfill requirements for state licensure or certification, including passing certification or licensing examinations required by state or federal law or by the District, for the employee's assignment.
30. Failure to maintain licensing and certification requirements, including the completion of required continuing education hours, for the employee's assignment.
31. Failure to complete certification or permit renewal requirements, or failure to fulfill the requirements of a deficiency plan, under an Emergency Permit or a Temporary Classroom Assignment Permit.
32. Any attempt to encourage or coerce a child to withhold information from the child's parent or from other District personnel.
33. Any reason that makes the employment relationship void or voidable, such as a violation of federal, state, or local law.
34. Any reason constituting good cause for terminating the contract during its term.

Recommendations  
from Administration

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

Superintendent's  
Recommendation

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

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

Notice of Proposed  
Nonrenewal

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

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

### **Request for Hearing**

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

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

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

### **Hearing by the Board**

#### ~~Hearing Procedures~~

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

#### Hearing Procedures

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

1. After consultation with the parties, the presiding officer shall impose reasonable time limits for presentation of evidence and closing arguments.
2. The hearing shall begin with the administration's presentation, supported by such proof as it desires to offer.
3. The employee may cross-examine any witnesses for the administration.
4. The employee may then present such testimonial or documentary proof, as desired, to offer in rebuttal or general support of the contention that the contract be renewed.
5. The administration may cross-examine any witnesses for the employee and offer rebuttal to the testimony of the employee's witnesses.
6. Closing arguments may be made by each party.

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

Board Decision

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

Hearing by an  
Attorney Designated  
by the Board

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

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

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

Board Review

The Board shall consider the record of the hearing and the attorney's recommendation at the first Board meeting for which notice can be posted, unless the parties agree in writing to a different date. The Board shall notify the employee of the meeting date as soon as it is set. At the meeting, the Board shall allow each party an equal amount of time to present oral arguments. The Board shall notify the employee in writing of the Board's decision on renewal not later than the 15th day after the date of the meeting.

**No Hearing**

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

### PROPOSED REVISIONS

**Reasonable  
Suspicion Searches**

The District reserves the right to conduct searches when the District has reasonable suspicion to believe that a search will uncover evidence of work-related misconduct. The District may search the employee, the employee's personal items, work areas, lockers, and private vehicles parked on District premises or worksites or used in District business. Searches that reveal a violation of the District's standards of conduct may result in disciplinary action. [See DH]

**Reasonable  
Suspicion Alcohol  
and Drug Testing**

The District may remove an employee from duty and require testing if there is reasonable suspicion that the employee is under the influence of alcohol or drugs used in violation of District policy. The determination of reasonable suspicion may be based on specific observations of the appearance, behavior, speech, or body odors of the employee whose motor ability, emotional equilibrium, or mental acuity seems to be impaired while on duty or other relevant information. Any employee who is asked to submit to drug or alcohol testing shall be given the opportunity to provide relevant information about prescription or nonprescription medications that may affect the screening.

A District employee who refuses to comply with a directive to submit to testing based upon reasonable suspicion shall be subject to disciplinary action, up to and including termination.

A District employee confirmed to have violated the District's policy pertaining to alcohol or drugs may be subject to disciplinary action. [See DF series and DH]

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**Note:** The following provisions apply to employees who are covered by the federal Department of Transportation (DOT) rules.

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**Federally Required  
DOT Testing  
Program**

In accordance with DOT rules, the District shall establish an alcohol and controlled substances testing program to help prevent accidents and injuries resulting from the misuse of alcohol and controlled substances by the drivers of commercial motor vehicles, including school buses. The primary purpose of the testing program is to prevent impaired employees from performing safety-sensitive functions.

The Superintendent shall designate a District official who shall be responsible for ensuring that information is disseminated to employees covered under this testing program regarding prohibited driver conduct, alcohol and controlled substances tests, and the consequences that follow positive test results.

EMPLOYEE STANDARDS OF CONDUCT  
SEARCHES AND ALCOHOL/DRUG TESTING

DHE  
(LOCAL)

Drug-Related  
Violations

The following constitute drug-related violations under the DOT rules:

1. Refusing to submit to a required test for alcohol or controlled substances.
2. Providing an adulterated, diluted, or a substituted specimen on an alcohol or controlled substances test.
3. Testing positive for alcohol, at a concentration of 0.04 or above, in a post-accident test.
4. Testing positive for controlled substances in a post-accident test.
5. Testing positive for alcohol, at a concentration of 0.04 or above, in a random test.
6. Testing positive for controlled substances in a random test.
7. Testing positive for alcohol, at a concentration of 0.04 or above, in a reasonable suspicion test.
8. Testing positive for controlled substances in a reasonable suspicion test.

An employee who operates a commercial motor vehicle, including a bus, and commits a drug-related DOT violation as defined above shall not be eligible for reinstatement as a driver.

Alcohol Results  
Between 0.02 and  
0.04

In accordance with DOT rules, a driver tested under this policy and found to have an alcohol concentration of 0.02 or greater, but less than 0.04, shall be suspended from driving duties for at least 24 hours.

[In the event of a [subsequent](#) positive test result for alcohol of 0.02 or greater [but less than 0.04](#), see the disciplinary consequences at District-Imposed Consequences, below.]

Reasonable  
Suspicion DOT  
Testing

Only supervisors specifically trained in accordance with federal regulations may, based upon reasonable suspicion, remove a driver from a safety-sensitive position and require testing for alcohol and/or controlled substances. The determination of reasonable suspicion shall be based on specific observations of the appearance, behavior, speech, or body odors of the driver whose motor ability, emotional equilibrium, or mental acuity seems to be impaired. Such observations must take place just preceding, during, or just after the period of the workday that the driver is on duty.

The observations may include indication of the chronic and withdrawal effects of controlled substances. Within 24 hours of the observed behavior, the supervisor shall provide a signed, written

EMPLOYEE STANDARDS OF CONDUCT  
SEARCHES AND ALCOHOL/DRUG TESTING

DHE  
(LOCAL)

record documenting the observations leading to a controlled substance reasonable suspicion test.

**District-Defined  
Violations**

~~An employee violates District policy if he or she tests positive for alcohol at a concentration of 0.02 or greater.~~

**District-Imposed  
Consequences**

In addition to the consequences established by federal law, a District employee confirmed to have violated the District's policy pertaining to alcohol or controlled substances, including a second or subsequent positive test result for alcohol of 0.02 or greater but less than 0.04, shall be subject to District-imposed discipline, as determined by his or her supervisor and the Superintendent. Such discipline may include any appropriate action from suspension without pay during the period of removal from safety-sensitive functions, up to and including termination of employment. [See DF series]

In cases where a driver is also employed in a nondriving capacity by the District, disciplinary action imposed for violation of alcohol and controlled substances policies shall apply to the employee's functions and duties that involve driving. Additionally, upon recommendation of the employee's supervisor, disciplinary measures up to and including termination of employment with the District may be considered.

## DELETE REGULATION

All District teachers will be observed using the Teacher Evaluation and Support System (T-TESS) Evaluation Rubric. Principals will train teachers on the T-TESS in August and any new teachers throughout the year. The T-TESS training must be documented on the Go-Sign-Me-Up system for audit purposes. Training must be completed before an observation may be conducted.

### Appraisal

Teachers will be formally observed engaged in classroom instruction by trained administrators using the T-TESS research-based rubric that covers multiple dimensions of instructional quality.

All teachers will be formally observed in the classroom one time, which is announced unless the evaluator or teacher deems an additional observation to be necessary. Teachers will be observed either during the fall or spring semester.

Teachers who are new to the District and to the T-TESS process may request a practice observation that will include a pre- and post-conference prior to completing a formal evaluation. Practice observations will cover a minimum of 45 minutes of instruction.

### Annual Observation Cycle

The annual observation cycle will be from September through April. In the event of a practice evaluation, it must precede the announced formal observation.

A classroom observation will be an instructional period or a complete lesson within an instructional period that consists of a minimum of 45 minutes.

### Announced Observations

All observations must include post-conference meetings.

Post-conferences will be required for all announced observations that are scheduled by date, time, and class period.

Pre-conferences are optional at the request of a new or veteran teacher. The meeting will focus on pertinent questions regarding the lesson plan to be presented and information about students who will be present during the observation.

A time and date that is mutually acceptable to both the observer and the teacher will need to be selected. There are no restrictions on the date and time of an announced observation, provided that it is agreed to by both parties.

The teacher may not waive an announced observation.

After each classroom/lesson observation, the teacher who was observed must complete and submit a self-evaluation within five working days of the actual observation.

After each classroom/lesson observation, the teacher observed will receive a written summary including oral feedback from the individual T-TESS evaluator in a post-conference meeting within ten working days of the actual observation.

The practice observation for teachers who are new to the District and rubric evaluation process will be an announced observation that is scheduled by date, time, and class period.

**End-of-Year Conference**

An end-of-year conference will be held at least 15 days prior to the last day of school to discuss overall performance for the year. End-of-year conferences cannot be waived.

The end-of-year conference will review the teacher's progress in following his or her professional development plan to include, but not be limited to, a review of the formal classroom observation(s); progress of the teacher's Goal-Setting and Professional Development (PD) plan; student performance information such as grades, formative and summative assessments, and student portfolios; written walk-through information; and other relevant cumulative data.

**Collecting and Maintaining Evidence**

The T-TESS Observation Sheets and Goal-Setting Form must be submitted to the department of human resources within two weeks of the last instructional day.

**Scoring**

After the post-conference and the review of all documentation from the four dimensions within the fourth domain, the goal-setting form, and progress of the PD plan, the appraiser will then score the final domain.

**Appeal Process**

In the event a teacher participating in the T-TESS process disagrees with the evaluation scores for individual performance on the performance standards, the teacher may appeal within ten working days of the post-conference.

The site-based appeal process will follow the procedures listed below:

1. The completion of an appeal request letter must state the specific nature of the discrepancy, full disclosure of evidence of performance, and a statement of expected performance evaluation.
2. The appraiser will consider the additional evidence provided and will meet with the teacher to review the information related to performance in an effort to achieve mutual agreement.

3. In the event of non-agreement, a different T-TESS evaluator from the same school will reassess the evaluation materials regarding the teacher's performance by reviewing existing evidence.
4. After reviewing the information, the second T-TESS evaluator will make a recommendation in writing regarding the T-TESS score for the teacher.
5. A second appraisal can also be requested by the teacher within ten days.

The Board has established a formal employee grievance procedure found at DGBA in the event that the T-TESS appeal process does not resolve concerns.

**Other Guidelines**

Deferment of the Professional Development and Appraisal System (PDAS) does not apply to the T-TESS. All teachers will participate in the T-TESS process.

Teachers must provide evidence for the Professional Practices and Responsibilities domain (Goal-Setting Form) of the T-TESS rubric to the principal prior to the end-of-year conference.

Walk-through visits will be conducted throughout the year. The walk-through visits will be unannounced, brief, and informal, lasting approximately 15 minutes.

Cumulative documentation that may impact a teacher's evaluation must be shared with the teacher within ten working days. If the teacher wishes to respond to documentation, it must be done within ten working days.

Post-conferences following each observation cannot be waived.

### PROPOSED REVISIONS

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

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#### **Class Size Ratio**

In accordance with the District's innovation plan, the District is exempt from state law requiring a district not to enroll more than 22 students in a [pre](#)kindergarten–grade 4 class. If enrollment in a [pre](#)kindergarten–grade 4 class exceeds 24 students, the District shall notify parents of students in that classroom.

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<sup>1</sup> Innovation Plan: <https://www.mvisd.com/domain/2901>

## DELETE POLICY

### Hunter Education

Hunter education instructors shall be permitted to bring unloaded firearms onto school premises for instructional purposes upon strict compliance with the following procedures:

1. The instructor shall obtain written authorization from the campus principal listing each time a firearm will be brought onto school premises. This authorization shall include both the instructor's and the principal's names and signatures; specify the number, types, and serial numbers of firearms to be used for instructional aides; and indicate when the firearms may be used and when they must be removed from campus.
2. The instructor shall carry the authorization when firearms are on school premises.
3. A copy of each authorization shall be maintained on file in the campus administrative office.
4. The instructor shall ensure that no live ammunition is brought onto school premises.

### Notification

The principal shall notify local law enforcement officials when a hunter education program is offered at the campus and that instructors are authorized to be in possession of unloaded firearms on school premises.

## PROPOSED REVISIONS

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~~**Note:** The following provisions shall apply to students who entered grade 9 prior to the 2018–19 school year.~~

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### Calculation

~~For students who entered grade 9 prior to the 2018–19 school year, class rank shall be calculated by averaging semester grades earned in high school credit courses taken in grades 9–12 in English language arts, mathematics, science, social studies, and languages other than English, as outlined in the foundation program for graduation. Final grade point average (GPA) and class rank shall be calculated after the posting of final grades.~~

~~Class rank shall be determined by accumulated grade points divided by the number of courses used for the class rank calculation.~~

~~Class rank shall be calculated by averaging semester grades earned in high school credit courses taken in grades 9–12.~~

~~Beginning with students who enter grade 9 in the 2016–17 or 2017–18 school year, grades earned in Algebra I or Algebra I Honors taken at a middle school shall be included in class rank calculations.~~

~~Regardless of the year in which a student enters grade 9, grades earned in high school credit courses by a middle school student, but at the high school campus, shall also be included.~~

### Exclusions

~~The calculation of class rank shall exclude grades earned in distance learning courses; local credit courses; nonaccredited instructional settings; or through credit by examination, with or without prior instruction. Grades earned while enrolled in an alternative campus setting shall not be included in class rank calculations.~~

### Weighted Grade Scale

~~Courses shall be divided into the following two tiers:~~

~~1. Tier 1 shall be composed of Advanced Placement (AP), Pre-AP, Advanced, dual credit, gifted and talented (G/T), and International Baccalaureate (IB) courses.~~

~~2. Tier 2 shall be composed of all other eligible regular courses.~~

~~Courses recognized as Pre-AP/Advanced shall include those designated as Pre-AP, Advanced Precalculus, Physics, languages other than English III and above, and Anatomy and Physiology.~~

~~Courses that have been modified by the student's admission, review, and dismissal (ARD) committee as to the required content of the Texas Essential Knowledge and Skills (TEKS) and reflected in the student's individualized education program (IEP) shall receive~~

~~pass/fail credit. Passing grades in pass/fail courses shall be converted to a 70 on Tier 2.~~

The weighted grade scale is as follows:

<b>Grade</b>	<b>Tier 1</b>	<b>Tier 2</b>
100	5.0	4.0
99	4.9	3.9
98	4.8	3.8
97	4.7	3.7
96	4.6	3.6
95	4.5	3.5
94	4.4	3.4
93	4.3	3.3
92	4.2	3.2
91	4.1	3.1
90	4.0	3.0
89	3.9	2.9
88	3.8	2.8
87	3.7	2.7
86	3.6	2.6
85	3.5	2.5
84	3.4	2.4
83	3.3	2.3
82	3.2	2.2
81	3.1	2.1
80	3.0	2.0
79	2.9	1.9
78	2.8	1.8
77	2.7	1.7
76	2.6	1.6
75	2.5	1.5
74	2.4	1.4
73	2.3	1.3
72	2.2	1.2
71	2.1	1.1

<b>Grade</b>	<b>Tier 1</b>	<b>Tier 2</b>
70	2.0	1.0
Below 70	0	0

**Transfer Credit**

~~Students transferring into the District shall receive the numerical grade earned in any course at another school. Letter grades shall be recorded as follows:~~

**Conversion Scale**

- ~~A = 95~~
- ~~B = 85~~
- ~~C = 75~~
- ~~D = 70~~
- ~~F = 60~~

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

**Local Graduation Honors**

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

~~For the purpose of applications to institutions of higher education, the District shall also calculate class rank as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for the purpose of automatic admission under state law. [See EIC(LEGAL)]~~

~~Valedictorian and Salutatorian~~

~~The valedictorian and salutatorian shall be the eligible students with the highest and second-highest rank as determined by the District's class rank procedure described in this policy. To be eligible for this local graduation honor, a student must:~~

- ~~1. Have completed the Recommended Program, the Advanced/Distinguished Achievement Program, or the foundation program with the distinguished level of achievement;~~
- ~~2. Have been continuously enrolled in the District high school for the four semesters immediately preceding graduation; and~~

~~3. Be graduating after exactly eight semesters of enrollment in high school.~~

~~*Ties*~~

~~In cases of a tie in weighted GPAs after calculation to the ten-thousandths place, the District shall apply the following methods, in this order, to determine recognition as valedictorian or salutatorian:~~

- ~~1. Count the number of weighted courses taken by each student involved in the tie.~~
- ~~2. Calculate a weighted GPA using only eligible grades in weighted courses taken by each student involved in the tie.~~
- ~~3. If a tie still exists, compare the scores on college entrance tests for each student involved in the tie.~~

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

**Recognized  
Graduates**

~~District-recognized graduates at the graduation ceremony shall meet a minimum of one of the following criteria:~~

- ~~1. Have earned a cumulative GPA of 4.0 or above;~~
- ~~2. Have completed the Advanced/Distinguished Achievement Program regardless of GPA;~~
- ~~3. Have completed the Recommended Program with a GPA of 3.8 or above; or~~

~~Have completed the foundation program with at least one endorsement with a GPA of 3.8 or above.~~

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

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**Consistent  
Application for  
Graduating Class**

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

**Calculation**

~~For the graduating class of 2022 and thereafter,~~ The District shall include in the calculation of class rank ~~shall be calculated by averaging~~ semester grades earned in high school core-credit courses taken in grades 9–12 only, unless excluded below, and only in the following subject areas: English language arts, mathematics, science, and social studies, as outlined in the foundation program for graduation.

~~Class rank shall be determined by accumulated grade points divided by the number of courses used for the class rank calculation.~~

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

The calculation shall include failing grades until a failing grade is replaced with a passing grade.

Exclusions

The calculation of class rank shall exclude grades earned in distance learning courses; local credit courses; nonaccredited instructional settings; any course for which a pass/fail grade is assigned; or through credit by examination, with or without prior instruction. ~~Grades earned while enrolled in an alternative campus setting shall not be included in class rank calculations.~~

**Weighted Grade Scale System**

Categories

The District shall categorize and weight eligible courses as Tier 14 and Tier 12 in accordance with provisions of this policy and as designated in appropriate District publications.

*Tier I*

Eligible ~~core~~ Advanced Placement (AP) courses, honors, dual credit courses, Prep-AP, and other courses locally designated as advanced honors courses shall be categorized and weighted as Tier 14 courses.

*Tier II*

All other eligible ~~core~~ courses shall be categorized and weighted as Tier 12 courses.

~~Courses that have been modified by the student's ARD committee as to the required content of the TEKS and reflected in the student's IEP shall receive pass/fail credit. Passing grades in modified courses shall be converted to a 70 on Tier 2.~~

Weighted Grade Point Average

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

~~The weighted grade scale is as follows:~~

Grade	Tier I	Tier II
100	5.0	4.0
99	4.9	3.9
98	4.8	3.8
97	4.7	3.7
96	4.6	3.6

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CLASS RANKING

EIC  
(LOCAL)

Grade	Tier I	Tier II
95	4.5	3.5
94	4.4	3.4
93	4.3	3.3
92	4.2	3.2
91	4.1	3.1
90	4.0	3.0
89	3.9	2.9
88	3.8	2.8
87	3.7	2.7
86	3.6	2.6
85	3.5	2.5
84	3.4	2.4
83	3.3	2.3
82	3.2	2.2
81	3.1	2.1
80	3.0	2.0
79	2.9	1.9
78	2.8	1.8
77	2.7	1.7
76	2.6	1.6
75	2.5	1.5
74	2.4	1.4
73	2.3	1.3
72	2.2	1.2
71	2.1	1.1
70	2.0	1.0
Below 70	0	0

Transferred Grades

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

When a student transfers semester grades for courses that would be eligible to receive additional weight under the District's weighted

grade system, the District shall assign additional weight to the grades based on the categories and grade weight system used by the District.

**Transfer Credit**

~~Students transferring into the District shall receive the numerical grade earned in any course at another school. Letter grades shall be recorded as follows:~~

**Conversion Scale**

- ~~A = 95~~
- ~~B = 85~~
- ~~C = 75~~
- ~~D = 70~~
- ~~F = 60~~

~~When a student transfers semester grades that would be eligible to receive additional weight under the District's weighted grade system, the District shall assign additional weight to the grades based on the categories and grade weight system used by the District.~~

**Local Graduation Honors**

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

For the purpose of applications to institutions of higher education, the District shall also calculate class rank as required by state law. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for the purpose of automatic admission under state law. [See EIC(LEGAL)]

Valedictorian and  
Salutatorian

The valedictorian and salutatorian shall be the eligible students with the highest and second-highest rank, respectively as determined by the District's class rank procedure described in this policy. To be eligible for this local graduation honor, a student must:

1. Have been continuously enrolled in the District high school for ~~the entirety of~~ the four semesters immediately preceding graduation; ~~and~~
- 1.2. Be graduating after exactly eight semesters of enrollment in high school; and
- 2.3. Have completed the foundation program with the distinguished level of achievement.

Breaking Ties

In cases of a tie in weighted GPAs, after calculation to the ~~ten-thousandths~~fourth decimal place, to determine recognition as valedictorian or salutatorian, the District shall ~~apply the following methods, in this order, to determine recognition as valedictorian or salutatorian:~~

~~1. Calculate a weighted GPA using only eligible grades in weighted-Tier I courses taken by each student involved in the tie.~~

~~2. If the tie is not broken after applying these methods, the District shall recognize all students involved in the tie as sharing the honor and title. If a tie still exists, all students involved with the tie shall share the honor and title. If the tie still exists for valedictorian, no salutatorian shall be named.~~

Recognized  
Graduates

District-recognized graduates at the graduation ceremony shall meet a minimum of one of the following criteria:

1. Have completed the ~~most Distinguished Graduation Plan~~foundation program with the distinguished level of achievement, ~~as defined by TEA;~~ and
2. Have met the following GPA requirements based on a weighted GPA, ~~(or using Tier 1 courses)~~ at the end of the seventh semester by the tenth decimal without rounding:
  - a. Cum laude: 4.0–4.49
  - b. Magna cum laude: 4.5–4.79
  - c. Summa cum laude: 4.8–5.0

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

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**Early Graduates**

~~Early graduates shall be those students who complete the graduation requirements in fewer than eight semesters.~~

~~To be eligible to graduate early, a student shall complete all coursework and testing required of the ninth grade class in which he or she begins high school.~~

~~If a student wishing to graduate early wants to be considered for recognized graduate status, the student shall complete a written application in the school counselor's office within the first four weeks of the school year in which the graduation requirements will be met.~~

ACADEMIC ACHIEVEMENT  
CLASS RANKING

EIC  
(LOCAL)

~~For purposes of local honors, early graduates shall be allowed to tie in rank with a four-year graduate but shall not be allowed to displace a four-year graduate in rank for eligibility to receive graduation ceremony honors. Early graduates shall not be eligible for the honor positions of valedictorian or salutatorian.~~

~~For purposes of the automatic admission statute, a student who completes the high school program requirements in fewer than eight semesters shall be ranked with the class graduating in that respective school year.~~

**Highest-Ranking Graduate**

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

### PROPOSED REVISIONS

<b>Course Requirements</b>	To graduate, a student must complete the courses required by the District in addition to the courses mandated by the state.
<b>Foundation Program</b>	The courses that satisfy District requirements under the foundation program, including courses for the distinguished level of achievement and courses for endorsements offered by the District, shall be listed in appropriate District publications.
Without an Endorsement	The District requires <u>no additional credits beyond completion of 2 credits in addition to</u> the number mandated by the state for graduation under the foundation program without an endorsement. Graduation under the foundation program without an endorsement shall be permitted only as authorized under state law and rules.
With an Endorsement	The District requires no additional credits beyond the number mandated by the state to graduate under the foundation program with an endorsement.
Distinguished Level of Achievement	The District requires no additional credits beyond the number mandated by the state to graduate under the foundation program with the distinguished level of achievement.
<b>No Fine Arts Substitutions</b>	The District shall not award state graduation credit in fine arts for participation in a community-based fine arts program.
<b>Physical Education Substitutions</b>	To the extent permitted by state rules, the District shall award state graduation credit in physical education for participation in approved activities and elective courses.
Activities and Courses	
No Private or Commercial Programs	The District shall not award state graduation credit in physical education for private or commercially sponsored physical activity programs conducted either on or off campus. [See also EHAC]
<b>Financial Aid Application Confirmation</b>	As confirmation of a student's completion and submission of a free application for federal student aid (FAFSA) or a Texas application for state financial aid (TASFA), the District shall accept the following: <ol style="list-style-type: none"><li>1. A screenshot that includes the processed date field in ApplyTexas Counselor Suite FAFSA data;</li><li>2. Notification, such as a copy of an email, from the United States Department of Education verifying completion of the FAFSA;</li><li>3. A copy or screenshot of the FAFSA acknowledgment page;</li></ol>

ACADEMIC ACHIEVEMENT  
GRADUATION

EIF  
(LOCAL)

4. A screenshot of the TASFA submission acknowledgment page (from those institutions that offer an electronic form);
5. An acknowledgment receipt from an institution of higher education (IHE); or
6. A copy of a financial aid award letter from an IHE.

[For students who choose not to complete and submit a FAFSA or a TASFA, see EIF(LEGAL).]

The District shall maintain individual student documentation of the financial aid application requirement as an education record. [See FL]

### PROPOSED REVISIONS

<b>Persons Age 21 and Over</b>	The District shall not admit into its public schools any person age 21 or over unless otherwise required by law.
<b>Registration Forms</b>	The student's parent, legal guardian, or other person having lawful control shall annually complete registration forms. A student who has reached age 18 shall be permitted to complete these forms.
Proof of Residency	At the time of initial registration and on an annual basis thereafter, the parent, guardian, or other person having lawful control of the student under order of a court shall present proof of residency in accordance with administrative regulations developed by the Superintendent. The District may investigate stated residency as necessary.
<b>Minor Living Apart</b>	A minor student residing in the District but whose parent, guardian, or other person having lawful control under a court order does not reside in the District shall present a power of attorney or an authorization agreement as provided in Chapter 34 of the Family Code assigning responsibility for the student in all school-related matters to an adult resident of the District.
Person Standing in Parental Relation	
Misconduct	A minor student living apart who has engaged in misconduct that results in any of the consequences found in Education Code 25.001(d) shall not be permitted to attend a District school.
Exceptions	Based on an individual student's circumstance, the Superintendent shall have authority to grant exceptions to the requirement for a power of attorney or authorization agreement and to the exclusion for misconduct.
Extracurricular Activities	The Superintendent shall determine whether a minor student living apart is present in the District for the primary purpose of participating in extracurricular activities.
<b>Nonresident Student in Grandparent's After-School Care</b>	The parent and grandparent of a nonresident student requesting admission under Education Code 25.001(b)(9) shall provide to the Superintendent the required information on the grandparent's residency and complete a form provided by the District describing the extent of after-school care to be provided by the grandparent.
	The Superintendent shall have authority to approve or deny such admissions requests in accordance with <del>criteria approved by the Board</del> <a href="#">this policy</a> .
<u>Substantial After-School Care</u>	<u>For the purpose of admission under this provision, a substantial amount of after-school care shall consist of at least six hours per school day for five days during the regular school week.</u>

[A student enrolled under this provision may continue in enrollment so long as the grandparent provides this level of care.](#)

[The Superintendent shall have authority to waive these requirements on the basis of a student's extenuating circumstances.](#)

**“Accredited” Defined**

For the purposes of this policy, “accredited” shall be defined as accreditation by TEA, an equivalent agency from another state, or an accrediting association recognized by the commissioner of education.

**Grade-Level Placement**

Accredited Schools

The parent, guardian, or other person having lawful control of a student enrolling in a District school from an accredited public, private, or parochial school shall provide evidence of the prior schooling outside the District. The student shall be placed initially at the grade level reached elsewhere, pending observation by the classroom teacher, guidance personnel, and the principal. On the basis of these observations and results of tests that may be administered by appropriate District personnel, the principal shall determine the final grade placement.

Nonaccredited Schools

A student enrolling in a District school from a nonaccredited public, private, or parochial school, including a homeschool, shall be placed initially at the discretion of the principal, pending observation by classroom teachers, guidance personnel, and the principal. Criteria for placement may include:

1. Scores on achievement tests, which may be administered by appropriate District personnel.
2. Recommendation of the sending school.
3. Prior academic record.
4. Chronological age and social and emotional development of the student.
5. Other criteria deemed appropriate by the principal.

**Transfer of Credit**

Accredited Texas Public Schools

Credit toward state graduation requirements earned in an accredited public school district in Texas shall be transferable and recognized by the District.

Other Accredited or Nonaccredited Schools

Before recognizing credit in a course earned in an accredited non-public school, an accredited school outside of Texas, or a nonaccredited school, appropriate personnel shall evaluate a student's records and transcript. The District may require the student to demonstrate mastery of the content or use alternative methods to verify course content for the award of credit.

Transition Assistance

In accordance with law, when a student who is identified as homeless or in substitute care enrolls in the District, the District shall assess the student's available records and other relevant information

to determine transfer of credit for subjects and courses taken prior to enrollment.

[See EI]

**Withdrawal**

A parent or guardian wishing to withdraw a minor student shall present a signed statement that includes the reason for the withdrawal. A student who is 18 or older may submit a withdrawal statement without a parent's or guardian's signature.

[For District withdrawal of students no longer in attendance, see FEA(LOCAL).]

## PROPOSED REVISIONS

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

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### **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.~~

### **No Interdistrict Transfers**

A nonresident student shall not be permitted to attend District schools except as provided below.

#### Exceptions

A resident student who becomes a nonresident during the course of a semester shall be permitted to continue in attendance for the remainder of the semester.

A student who becomes a nonresident and has completed his or her junior year as a resident shall be permitted to continue ~~tuition-free~~ in attendance as a for his or her senior year, on a tuition-free basis.

### **Transfer Requests**

A nonresident District employee may request that his or her child be admitted into District schools by filing an application with the Superintendent or designee. Transfers shall be granted on a tuition-free basis.

~~A nonresident student wishing to transfer into the District shall file an application for transfer each school year with the Superintendent or designee. Transfers shall be granted for one regular school year at a time.~~

### *Factors*

In approving transfers, the Superintendent or designee shall consider availability of space and instructional staff and the student's disciplinary history, ~~academic records~~, and attendance records.

~~The District shall follow applicable state and federal law when considering the transfer request of a student with a known disability including, but not limited to, a student who receives special education services.~~

### *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.

In accordance with the District's innovation plan, the District is exempt from state law requiring transfers to be for a one-year period. Therefore, violation of the terms of the agreement may result in revocation of the agreement during the school year or may result in a transfer request not being approved the following year.

<b>Transportation</b>	<del>The District shall not provide transportation for transfer students who reside in another school district. The parent or the student shall be responsible for transportation to and from the District school to which the student is assigned.</del>
<b>Tuition</b>	<del>If the District charges tuition, the amount shall be set by the Board, within statutory limits.</del>
<b>Waivers</b>	<del>The Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian. [See FP]</del>
<b>Nonpayment</b>	<del>The District may initiate withdrawal of students whose tuition payments are delinquent.</del>
<b>Appeals</b>	Any appeals shall be made in accordance with FNG(LOCAL) and GF(LOCAL), as appropriate.

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<sup>1</sup> Innovation Plan:

[https://www.mvisd.com/apps/pages/index.jsp?uREC\\_ID=2205251&type=d&pREC\\_ID=2193600](https://www.mvisd.com/apps/pages/index.jsp?uREC_ID=2205251&type=d&pREC_ID=2193600)

### PROPOSED REVISIONS

#### **Liaison for Homeless Students**

The Superintendent shall designate an appropriate staff person as the District liaison for students who are homeless. [See FFC]

The liaison shall receive and provide to appropriate staff members professional development regarding services required by law to identify and meet the needs of students who are homeless. In addition, the liaison shall regularly review with campus admissions personnel the laws and administrative procedures applicable to students who are homeless.

#### **Admissions**

The District shall not stigmatize or segregate a student who is homeless.

The principal and campus admissions staff shall notify the liaison for homeless students within one school day of admission of a student who is homeless ~~or potentially homeless.~~

#### **Enrollment in School of Origin**

In determining the best interest of the student for the purpose of continuing the student's education in the school of origin, as defined by law, the District shall presume that keeping the student in his or her school of origin is in the student's best interest, except when doing so is contrary to the request of the parent, guardian, or unaccompanied youth. The District shall also consider the best interests of the student with regard to the impact of moving schools on the student's achievement, education, health, and safety, including such relevant factors as:

1. Continuity of instruction;
2. Age and grade placement of the student;
3. Distance of the commute and its impact on the student's education or special needs;
4. Personal safety of the student;
5. The student's eligibility and need for any specialized services and supports, such as Section 504, special education and related services, or bilingual or English as a second language services;
6. Length of anticipated stay in a temporary shelter or other temporary location, if applicable;
7. Likely area of the family's or youth's future housing;
8. Time remaining in the school year; and
9. School placement of siblings.

Services, including transportation, that the District is required to provide shall not be considered in determining the student's school of attendance.

**Continuation of  
Transportation**

The District shall provide transportation to a student who is homeless to and from the school of origin, as provided by law. If such a student ceases to be homeless and if requested by the parent, guardian, or unaccompanied youth, the District shall continue to provide transportation to and from the school of origin through the end of the school year. [See CNA]

**Dispute Resolution  
Process**

If the District determines that it is not in the student's best interest to attend the school of origin or the requested school, the District shall provide a written explanation, in a manner and form that is understandable to the parent, guardian, or unaccompanied youth, of the reasons for the decision, including the right to appeal.

If the student, parent, or guardian has a complaint about eligibility, school selection, or enrollment decisions made by the District, that person shall use the complaint resolution procedures set out in FNG(LOCAL), beginning at Level Two. The District shall expedite local timelines in the District's complaint process, when possible, for prompt dispute resolution.

Pending final resolution of the dispute, the District shall immediately enroll the homeless student in the school in which enrollment is sought and permit the student to attend classes, receive the requested services, and participate fully in school activities.

When the principal becomes aware of a complaint, he or she shall notify the liaison for homeless students within one school day. At all times during the dispute resolution process, the liaison for homeless students or designee shall accompany and assist the student, parent, or guardian.

[See FNG(LOCAL) for all other complaints.]

## PROPOSED REVISIONS

	<p>This policy shall apply to a student who has not been in attendance for 90 percent of the days the class is offered.</p>
<b>Absences Considered</b>	<p>Except as otherwise provided by law, all absences incurred while enrolled in the District shall be considered in determining whether a student has attended the required percentage of days under this policy.</p>
<b>Attendance Committees</b>	<p>The Board shall establish an attendance committee or as many committees as necessary for efficient implementation of Education Code 25.092.</p> <p>The Superintendent shall make the specific appointments in accordance with legal requirements.</p>
<b>Parental Notice of Excessive Absences</b>	<p>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.</p>
<b>Methods for Regaining Credit or Awarding a Final Grade</b>	<p>When a student's attendance drops below 90 percent but remains at least at 75 percent of the days the class is offered, the student may earn credit for the class or a final grade by completing a plan approved by the principal. This plan must provide for the student to meet the instructional requirements of the class as determined by the principal.</p> <p>If the student fails to successfully complete the plan, or when a student's attendance drops below 75 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.</p> <p>Petitions for credit or a final grade may be filed at any time the student receives notice but, in any event, no later than <del>30 days after</del> the last day of classes.</p> <p>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.</p> <p>A student who has lost credit or has 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.</p>

**Personal Illness**

The principal or attendance committee may require verification from a health-care provider in accordance with administrative regulations as a condition of classifying an absence for personal illness as one for which there are extenuating circumstances.

**Best Interest Standard**

In reaching consensus regarding a student's absences and how the student can be awarded credit or a final grade, the attendance committee shall attempt to ensure that its decision is in the best interest of the student. The Superintendent shall develop administrative regulations to document the attendance committee's decision.

**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.

When makeup work is completed satisfactorily, the attendance committee shall consider extracurricular absences and other excused absences as days of attendance for award of credit or a final grade. [See FEA]

The attendance committee shall consider whether the reasons for the absences were out of the parent's or student's control and whether documentation for the absence is acceptable.

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.

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

The attendance committee shall consider the student's unique circumstances and, if necessary, shall impose conditions for awarding credit or 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.
2. Completing additional assignments, as specified by the committee or teacher.
3. Attending tutorial sessions as scheduled.
4. Completing other instructional programs, as specified by the committee.
5. Taking an examination to earn credit. [See EHDB]

In all cases, the student must 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).

### **DELETE POLICY**

**Leaving Campus  
During Lunch Time**

No student shall be permitted to leave campus during lunch except as approved by the principal, on a case-by-case basis in response to a parent's written request.

**All Students**

Students who leave campus during lunch or at any other time without administrative approval shall be subject to disciplinary action in accordance with the Student Code of Conduct.

### **DELETE POLICY**

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

#### **Private Lessons**

Students shall not be excused during school hours for private lessons of any nature.

### PROPOSED REVISIONS

The District shall support the general wellness of all students by implementing measurable goals to promote sound nutrition and student health and to reduce childhood obesity.

[See EHAA for information regarding the District's coordinated school health program.]

#### **Development, Implementation, and Review of Guidelines and Goals**

The local school health advisory council (SHAC), on behalf of the District, shall review and consider evidence-based strategies and techniques and shall develop nutrition guidelines and wellness goals as required by law. In the development, implementation, and review of these guidelines and goals, the SHAC shall permit participation by parents, students, representatives of the District's food service provider, physical education teachers, school health professionals, members of the Board, school administrators, and members of the public.

[See BDF for required membership of the SHAC.]

#### Wellness Plan

The SHAC shall develop a wellness plan to implement the District's nutrition guidelines and wellness goals. The wellness plan shall, at a minimum, address:

1. Strategies for soliciting involvement by and input from persons interested in the wellness plan and policy;
2. Objectives, benchmarks, and activities for implementing the wellness goals;
3. Methods for measuring implementation of the wellness goals;
4. The District's standards for foods and beverages provided, but not sold, to students during the school day on a school campus; and
5. The manner of communicating to the public applicable information about the District's wellness policy and plan.

The SHAC shall review and revise the plan on a regular basis and recommend revisions to the wellness policy when necessary.

#### **Nutrition Guidelines**

##### Foods and Beverages Sold

The District's nutrition guidelines for reimbursable school meals and all other foods and beverages sold or marketed to students during the school day shall be designed to promote student health and reduce childhood obesity and shall be at least as restrictive as federal regulations and guidance, except when the District allows an exemption for fundraising activities as authorized by state and federal rules. [See CO and FJ]

STUDENT WELFARE  
WELLNESS AND HEALTH SERVICES

FFA  
(LOCAL)

Foods and  
Beverages Provided

The District shall establish standards for all foods and beverages provided, but not sold, to students during the school day. These standards shall be addressed in the District's wellness plan.

**Wellness Goals**

Nutrition Promotion  
and Education

The District shall implement, in accordance with law, a coordinated school health program with a nutrition education component. [See EHAA] The District's nutrition promotion activities shall encourage participation in the National School Lunch Program, the School Breakfast Program, and any other supplemental food and nutrition programs offered by the District.

The District establishes the following goals for nutrition promotion:

1. The District's food service staff, teachers, and other District personnel shall consistently promote healthy nutrition messages in cafeterias, classrooms, and other appropriate settings.
2. The District shall share educational nutrition information with families and the general public to promote healthy nutrition choices and positively influence the health of students.

The District establishes the following goals for nutrition education:

- ~~1.~~ The District shall deliver nutrition education that fosters the adoption and maintenance of healthy eating behaviors.
- ~~2. The District shall make nutrition education a District wide priority and shall integrate nutrition education into other areas of the curriculum, as appropriate.~~

Physical Activity

The District shall implement, in accordance with law, a coordinated health program with physical education and physical activity components and shall offer at least the required amount of physical activity for all grades. [See BDF, EHAA, EHAB, and EHAC]

The District establishes the following goals for physical activity:

1. The District shall provide an environment that fosters safe, enjoyable, and developmentally appropriate fitness activities for all students, including those who are not participating in physical education classes or competitive sports.
2. The District shall make appropriate training and other activities available to District employees in order to promote enjoyable, lifelong physical activity for District employees and students.
3. The District shall encourage parents to support their children's participation, to be active role models, and to include physical activity in family events.

4. The District shall encourage students, parents, staff, and community members to use the District's recreational facilities, such as tracks, playgrounds, and the like, that are available outside of the school day. [See GKD]

**Other School-Based Activities**

The District establishes the following goals to create an environment conducive to healthful eating and physical activity and to promote and express a consistent wellness message through other school-based activities:

1. The District shall allow sufficient time for students to eat meals in cafeteria facilities that are clean, safe, and comfortable.
2. The District shall promote wellness for students and their families at suitable District and campus activities.
3. The District shall promote employee wellness activities and involvement at suitable District and campus activities.

**Implementation**

The ~~executive~~ director of curriculum, instruction, and assessment shall oversee the implementation of this policy and the development and implementation of the wellness plan and appropriate administrative procedures.

**Evaluation**

The District shall comply with federal requirements for evaluating this policy and the wellness plan.

**Public Notification**

The District shall annually inform and update the public about the content and implementation of the wellness policy, including posting on its website copies of the wellness policy, the wellness plan, and the required implementation assessment.

**Records Retention**

The District shall retain all the required records associated with the wellness policy, in accordance with law and the District's records management program. [See CPC and FFA(LEGAL)]

### PROPOSED REVISIONS

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

#### Medication Provided by Parent

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

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

#### Medication Provided by District

##### Emergency Basis

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

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

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

##### First-Aid

The District shall purchase certain topical nonprescription medications for use when administering first aid to students in accordance with administrative regulations.

The Superintendent shall designate the employees who are authorized to administer nonprescription medication under this provision.

##### Athletic Program

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

WELLNESS AND HEALTH SERVICES  
MEDICAL TREATMENT

FFAC  
(LOCAL)

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

Epinephrine

The District authorizes school personnel who have agreed in writing and been adequately trained to administer an unassigned epinephrine auto-injector in accordance with law and this policy. Administration of epinephrine shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing anaphylaxis.

*On Campus*

Authorized and trained individuals may administer an unassigned epinephrine auto-injector at any time to a person experiencing anaphylaxis on a school campus.

The District shall ensure that at each campus a sufficient number of authorized individuals are trained to administer epinephrine so that at least one trained individual is present on campus during all hours the campus is open. In accordance with state rules, the campus shall be considered open for this purpose during regular on-campus school hours and whenever school personnel are physically on site for school-sponsored activities.

*Off Campus*

Authorized and trained individuals may administer an unassigned epinephrine auto-injector to a person experiencing anaphylaxis at an off-campus school event or while in transit to or from a school event when an unassigned epinephrine auto-injector is available.

*Maintenance,  
Availability, and  
Training*

The Superintendent shall develop administrative regulations designating a coordinator to manage policy implementation and addressing annual training of authorized individuals in accordance with law; procedures for auto-injector use; and acquisition or purchase, maintenance, expiration, disposal, and availability of unassigned epinephrine auto-injectors at each campus, at off-campus events, and while in transit to and from a school event.

*Notice to Parents*

In accordance with law, the District shall provide notice to parents regarding the epinephrine program, including notice of any change to or discontinuation of this program.

Administration of  
Opioid Antagonist  
Medication

The District shall purchase and store opioid antagonist medication, such as Naloxone, to assist a person who may be experiencing an opioid-related drug overdose. Only a registered nurse or other designated and trained District employee shall be authorized to administer this medication and may do so only in accordance with a

[standing order or procedures approved by a physician licensed to practice medicine in the state of Texas.](#)

[The Superintendent shall develop administrative procedures addressing acquisition, maintenance, expiration, disposal, and availability of opioid antagonist medication in the District, as well as employee training and emergency notification requirements.](#)

**Psychotropics**

Except as permitted by law, an employee shall not:

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

**Medical Treatment**

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

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

## PROPOSED REVISIONS

### **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~~ Superintendent is custodian of all records for currently enrolled students. The ~~principal~~ Superintendent 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 committee convened for the student.
5. Health services record, including:
  - a. The results of any tuberculin tests required by the District.

STUDENT RECORDS

FL  
(LOCAL)

- 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 programs 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 programs](#)-~~office~~.

**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.

STUDENT RECORDS

FL  
(LOCAL)

**Directory  
Information**

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

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

School-Sponsored  
Purposes

For the following school-sponsored purposes—all District publications and announcements—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; ~~enrollment status; and student identification numbers or identifiers that cannot be used alone to gain access to electronic education records.~~

All Other Purposes

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

### PROPOSED REVISIONS

#### **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 15 extracurricular absences not related to post-district competition; however, a student shall be allowed unlimited absences for participation in post-district, state, or national competition.

~~A student shall be allowed in a school year ten extracurricular absences not related to post-district competition, five absences for post-district competition prior to state, and two absences for state competition.~~

~~The principal of a school may grant a student additional absences if the student is involved in more than one type of extracurricular activity and the student has satisfactory academic performance in the courses or subjects to be missed.~~

#### **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.

### **DELETE POLICY**

**Transportation for  
Student Travel**

Students who participate in school-sponsored trips shall be required to use transportation provided by the District to and from the event, except as otherwise permitted in administrative regulations.

**In-State Overnight  
Trips**

Any in-state overnight trips taken by student organizations and other student groups shall require approval from the Superintendent.

**Out-of-State Trips**

Any out-of-state trips taken by student organizations or other student groups shall require approval from the Board.

### PROPOSED REVISIONS

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by the District or by a District-affiliated school-support organization shall not be sold, circulated, distributed, or posted on any District premises by any District student, except in accordance with this policy.

The District shall not be responsible for, nor shall the District endorse, the contents of any nonschool literature distributed by students.

For purposes of this policy, "distribution" means the circulation of more than ~~five~~-ten copies of material from a source other than the District.

Materials distributed under the supervision of instructional personnel as a part of instruction or other authorized classroom activities shall not be considered nonschool literature and shall not be governed by this policy.

[For distribution of nonschool literature by nonstudents, see GKDA]

#### Limitations on Content

Nonschool literature shall not be distributed by students on District property if:

1. The materials are obscene, vulgar, or otherwise inappropriate for the age and maturity of the audience.
2. The materials endorse actions endangering the health or safety of students.
3. The materials promote illegal use of drugs, alcohol, or other controlled substances.
4. The distribution of such materials would violate the intellectual property rights, privacy rights, or other rights of another person.
5. The materials contain defamatory statements about public figures or others.
6. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action.
7. The materials are hate literature or similar publications that scurrilously attack ethnic, religious, or racial groups or contain content aimed at creating hostility and violence, and the materials would materially and substantially interfere with school activities or the rights of others.

STUDENT EXPRESSION  
DISTRIBUTION OF NONSCHOOL LITERATURE

FNA  
(LOCAL)

8. There is reasonable cause to believe that distribution of the nonschool literature would result in material and substantial interference with school activities or the rights of others.

**Prior Review**

All nonschool literature intended for distribution by students on school campuses or other District premises under this policy shall be submitted to the Superintendent ~~or designee~~ for prior review in accordance with the following:

1. Materials shall include the name of the person or organization sponsoring the distribution.
2. Using the standards found in this policy at Limitations on Content, the Superintendent ~~or designee~~ shall approve or reject submitted materials within two school days of the time the materials were received.

**Exceptions to Prior Review**

Prior review shall not be required for distribution of nonschool literature by District students only in the following circumstances:

1. Distribution of materials by a student to other attendees during a meeting of a noncurriculum-related student group authorized to meet at school during noninstructional time in accordance with FNAB(LOCAL); or
2. Distribution of nonschool materials in circumstances for which exceptions to prior review are authorized at GKDA(LOCAL).

Even when prior review is not required, all other provisions of this policy shall apply.

**Time, Place, and Manner Restrictions**

~~Each campus principal shall designate times, locations, and means by which nonschool literature that is appropriate for distribution, as provided in this policy, may be made available or distributed by students to students or others at the principal's campus.~~

The Superintendent ~~or designee~~ shall designate times, locations, and means for distribution of nonschool literature by students at District facilities ~~other than school campuses~~, in accordance with this policy.

**Violations of Policy**

Failure to comply with this policy regarding distribution of nonschool literature shall result in appropriate administrative action, including but not limited to confiscation of nonconforming materials, suspension of a noncurriculum-related student group's use of District facilities, and/or other disciplinary action in accordance with the Student Code of Conduct.

**Appeals**

Decisions made by the administration in accordance with this policy may be appealed in accordance with FNG(LOCAL).

### PROPOSED REVISIONS

For purposes of the Equal Access Act, the District has established a limited open forum for secondary school students enrolled in the District. Each District secondary school campus shall offer an opportunity for noncurriculum-related student groups to meet on school premises during noninstructional time.

The District has not established a limited public forum for elementary school students to meet as noncurriculum-related student groups on school premises during noninstructional time. [See GKD for community access]

#### Sponsorship

Noncurriculum-related student groups shall not be sponsored by the District and shall in no way imply to students or to the public that they are school-sponsored. All letterheads, flyers, posters, or other communications that identify the group shall contain a disclaimer of such sponsorship.

District personnel shall not promote, lead, or participate in the meetings of noncurriculum-related student groups.

[For student activities sponsored by the District and having subject matter and purposes directly related to the school's curriculum, see FM]

#### Requests

To receive permission to meet on school premises during noninstructional time, interested students shall file a written request with the principal ~~or other appropriate administrator~~ on a form provided by the District.

The students making the request shall indicate that they have read and understand the policies and rules governing nonsponsored, noncurriculum-related student groups and that the group will abide by those rules.

#### Approval

The principal ~~or other appropriate administrator~~ shall approve or reject the request within seven school days, subject to the availability of suitable meeting space and without regard to the religious, political, philosophical, or other content of the speech likely to be associated with the group's meetings.

Approval to meet as a nonsponsored, noncurriculum-related group shall be granted for one school year at a time, subject to the provisions of this policy.

#### Meetings

The principal shall designate noninstructional time for meetings of nonsponsored, noncurriculum-related student groups and shall assign each approved group an appropriate location and time.

STUDENT EXPRESSION  
USE OF SCHOOL FACILITIES FOR NONSCHOOL PURPOSES

FNAB  
(LOCAL)

- Employee Monitor** The principal shall assign a District employee to attend and monitor each student group meeting. Monitors shall be present at meetings and activities in a nonparticipatory capacity to maintain order and protect school property.
- No employee shall be required to monitor meetings at which the content of the speech would be objectionable to the employee.
- Announcements and Publicity** All nonsponsored, noncurriculum-related student groups shall be given access on the same basis for making announcements and publicizing their meetings and activities, in accordance with guidelines developed by the principal.
- [For distribution of nonschool materials, see FNAA]
- Violations** Failure of a student group to comply with applicable rules may result in loss of the right to meet on school premises.
- In addition, students who violate applicable rules are subject to disciplinary action in accordance with the Student Code of Conduct.
- Appeals** Decisions made by the administration in accordance with this policy may be appealed in accordance with FNG(LOCAL).

### PROPOSED REVISIONS

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**Note:** For searches of personal telecommunications devices or other personal electronic devices, see FNF.

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#### Personal Use

##### Telecommunications Devices

An authorized District employee may confiscate a personal telecommunications device, including a mobile telephone, used in violation of applicable campus rules.

A confiscated personal telecommunications device shall be released for a fee determined by the Board. In accordance with the student handbook, the student or the student's ~~parents~~parent may retrieve the device after paying the fee.

~~If a~~ The District shall not dispose of the personal telecommunications device ~~is~~. Devices that are not retrieved, ~~the District shall dispose of the device after providing notice required by law~~ shall be stored according to administrative regulations.

##### Other Electronic Devices

Guidelines regarding other personal electronic devices shall be addressed in the student handbook.

#### Instructional Use

A student shall obtain prior approval before using personal telecommunications or other personal electronic devices for on-campus instructional purposes. The student shall also acknowledge receipt and understanding of applicable regulations and shall sign the appropriate user agreements. [See CQ]

### PROPOSED REVISIONS

The District has established a limited open forum for nonschool use of District facilities in accordance with this policy.

The District shall provide equal access to youth groups designated in federal law, including the Boy Scouts, as it provides to other nonschool users of District facilities. [See Patriotic Societies in GKD(LEGAL)]

#### Scope of Use

The District shall permit nonschool use of designated District facilities for educational, recreational, civic, or social activities when these activities do not conflict with school use or with this policy.

Approval shall not be granted for any purpose that would damage District property or to any group that has damaged District property.

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**Note:** See the following policies for other information regarding facilities use:

- Use by employee professional organizations: DGA
- Use of facilities for school-sponsored and school-related activities: FM
- Use by noncurriculum-related student groups: FNAB
- Use by District-affiliated school-support organizations: GE

#### Nonprofit Fund-Raising

The District shall permit nonprofit organizations to conduct fund-raising events on District property when these activities do not conflict with school use or with this policy.

#### For-Profit Use

The District shall not permit individuals and for-profit organizations to use its facilities for financial gain ~~when these activities do not conflict with school use or with this policy.~~

#### Scheduling

Requests for nonschool use of District facilities shall be considered on a first-come, first-served basis.

~~Application to the appropriate administrator shall be made in advance.~~

Academic and extracurricular activities sponsored by the District shall always have priority when any use is scheduled. [See FM] The Superintendent ~~or designee~~ shall have authority to cancel a scheduled nonschool use if an unexpected conflict arises with a District activity.

#### Priorities

~~Priorities for scheduling the use of school facilities shall be as follows:~~

COMMUNITY RELATIONS  
NONSCHOOL USE OF SCHOOL FACILITIES

GKD  
(LOCAL)

- ~~1. The regularly scheduled educational program, including instructional activities; meetings, practices, and performances of school-sponsored groups; and staff meetings related to official school business.~~
- ~~2. Meetings and other activities of school support groups organized for the sole purpose of supporting the schools or school-sponsored activities [see GE].~~
- ~~3. Meetings and other activities of groups made up primarily of school-aged children.~~
- ~~4. Meetings of employee organizations [see DGA].~~
- ~~5. Meetings and activities of other groups on a first-come, first-served basis.~~

~~If a conflict occurs after the community organization has been approved for use of the facilities, the administration shall attempt to provide alternate District facilities for use by the community organization.~~

**Approval of Use**

The Superintendent ~~or designee~~ is authorized to approve use of any District facility.

Exception

No approval shall be required for nonschool-related recreational use of the District's unlocked, outdoor recreational facilities, such as the track, playgrounds, tennis courts, and the like, when the facilities are not in use by the District or for a scheduled nonschool purpose.

Emergency Use

In case of emergencies or disasters, the Superintendent or designee may authorize the use of school facilities by civil defense, health, or emergency service authorities.

**~~Facilities Not Available~~**

~~The following facilities shall not be available for recreational nonschool use:~~

- ~~1. Posted areas; and~~
- ~~2. Competition fields.~~

~~**Emergency Use**~~

~~In case of emergencies or disasters, the Superintendent or designee may authorize the use of school facilities by civil defense, health, or emergency service authorities.~~

**Use Agreement**

Any organization or individual approved for a nonschool use of District facilities shall be required to complete a written agreement indicating receipt and understanding of this policy and any applicable administrative regulations, and acknowledging that the District is not liable for any personal injury or damages to personal property related to the nonschool use.

**Fees for Use**

Nonschool users shall be charged a fee for the use of designated District facilities.

The Superintendent shall establish and publish a schedule of fees based on the cost of the physical operation of the facilities, as well as any applicable personnel costs for supervision, custodial services, food services, security, and technology services.

~~The District shall assess fees for the use of facilities except for use by school-sponsored and/or school support organizations designated as exempt from this policy (e.g., alumni associations, parent-teacher associations, student support organizations, and the like directly affiliated with the District.~~

~~The Board shall approve a schedule of fees based on the recommendation of the administration in order to cover expenses associated with facility use such as physical operation (utilities) and applicable personnel costs, including supervision, custodial services, food services, security, and technology services. The District shall publish the established schedule of fees for the use of facilities.~~

**Exceptions**

Fees shall not be charged when ~~school buildings~~ District facilities are used:

- ~~1. For public meetings sponsored by state or local governmental agencies; or~~
- ~~2. Fees shall not be charged for use by~~ District employee professional organizations. [See DGA]

**Required Conduct**

Persons or groups using ~~school~~ District facilities shall:

- Conduct business in an orderly manner.
- Abide by all laws and policies, including but not limited to, those prohibiting the use, sale, or possession of alcoholic beverages, illegal drugs, and firearms, and the use of tobacco products or e-cigarettes on school property. [See GKA]
- Make no alteration, temporary or permanent, to school property without prior written consent from the Superintendent.

All groups using school facilities shall be responsible for the cost of repairing any damages incurred during use and shall be required to indemnify the District for the cost of any such repairs.

**~~Release of Liability~~**

~~Organizations or individuals using school facilities shall release the District from liability for personal injury and/or damages to personal property.~~

### PROPOSED REVISIONS

#### **Distribution of Nonschool Literature Permitted**

Written or printed materials, handbills, photographs, pictures, films, tapes, or other visual or auditory materials not sponsored by the District or by a District-affiliated school-support organization shall not be sold, circulated, distributed, or posted on any District premises by any District employee or by persons or groups not associated with the District, except in accordance with this policy.

The District shall not be responsible for, nor shall the District endorse, the contents of any nonschool literature distributed on any District premises.

[See CPAB regarding use of the District's internal mail system and FNAA regarding distribution of nonschool literature by students.]

#### **Limitations on Content**

Nonschool literature shall not be distributed on District property if:

1. The materials are obscene, vulgar, or otherwise inappropriate for the age and maturity of the audience.
2. The materials endorse actions endangering the health or safety of students.
3. The materials promote illegal use of drugs, alcohol, or other controlled substances.
4. The distribution of such materials would violate the intellectual property rights, privacy rights, or other rights of another person.
5. The materials contain defamatory statements about public figures or others.
6. The materials advocate imminent lawless or disruptive action and are likely to incite or produce such action.
7. The materials are hate literature or similar publications that scurrilously attack ethnic, religious, or racial groups or contain content aimed at creating hostility and violence, and the materials would materially and substantially interfere with school activities or the rights of others.
8. There is reasonable cause to believe that distribution of the nonschool literature would result in material and substantial interference with school activities or the rights of others.

#### **Prior Review**

All nonschool literature intended for distribution on school campuses or other District premises under this policy shall be submitted to the Superintendent ~~or designee~~ for prior review in accordance with the following:

NONSCHOOL USE OF SCHOOL FACILITIES  
DISTRIBUTION OF NONSCHOOL LITERATURE

GKDA  
(LOCAL)

1. Materials shall include the name of the person or organization sponsoring the distribution.
2. Using the standards found in this policy at Limitations on Content, the Superintendent ~~or designee~~ shall approve or reject submitted materials within two school days of the time the materials were received.

**Exceptions to Prior Review**

Prior review shall not be required for distribution of nonschool literature in the following circumstances:

1. Distribution of materials by an attendee to other attendees at a school-sponsored meeting intended for adults and held after school hours;
2. Distribution of materials by an attendee to other attendees at a community group meeting held in accordance with GKDA(LOCAL) or a noncurriculum-related student group meeting held in accordance with FNAB(LOCAL); or
3. Distribution for electioneering purposes during the time a school facility is being used as a polling place in accordance with state law [see BBBA].

All nonschool literature distributed under these exceptions shall be removed from District property immediately following the event at which the materials were distributed.

Even when prior review is not required, all other provisions of this policy shall apply.

**Time, Place, and Manner Restrictions**

~~Each campus principal shall designate times, locations, and means by which nonschool literature that is appropriate for distribution, as provided in this policy, may be made available or distributed to students or others at the principal's campus.~~

The Superintendent ~~or designee~~ shall designate times, locations, and means for distribution of nonschool literature at District facilities ~~other than school campuses~~, in accordance with this policy.

**Violations of Policy**

Failure to comply with this policy regarding distribution of nonschool literature shall result in appropriate administrative action, including but not limited to confiscation of nonconforming materials and/or suspension of use of District facilities. Appropriate law enforcement officials may be called if a person refuses to comply with this policy or fails to leave the premises when asked. [See GKA]

**Appeals**

Decisions made by the administration in accordance with this policy may be appealed in accordance with the appropriate District complaint policy. [See DGBA or GF]

# MVISD Closed Session

The Board has convened into a Closed Meeting in accordance with the Open Meetings Act, Chapter 551, Texas Government Code.

Please feel free to remain on this Video/Teleconference. At the conclusion of the Closed Meeting the Board and Superintendent will return and continue with the agenda.