



San Elizario ISD  
P.O. Box 920  
San Elizario, TX 79849  
Phone: 915.872.3900  
Fax: 915.872.3903

## MEMORANDUM

**To:** Members of the Board of Trustees  
**From:** Dr. Jeannie Meza-Chavez, Superintendent  
**Subject:** Board Operating Procedures Annual Review  
**Date:** June 10, 2026

**HISTORY:** The San Elizario ISD Board Operating Procedures (BOP) serves as a guide for individuals engaged in board service. The BOP manual has procedures set to develop best practices for the critical work ahead. In addition, the BOP manual serves as a guide to conducting board meetings more effectively.

The BOP manual comprises the following sections: 1) Vision & Values, 2) Accountability & Structure, and 3) Advocacy & Unity.

The document includes a board self-evaluation from the Texas Association of School Boards (TASB) that the San Elizario ISD uses to evaluate and improve.

The BOP manual has been updated to include the proposed student outcomes goals as part of HB3. In addition, the BOP will be adjusted to include the updated 2026-2027 school year monitoring calendar.

**RATIONALE:** The review of the San Elizario ISD Board Operating Procedures is an annual review conducted by all San Elizario ISD Board of Trustees.

**BUDGET IMPACT:** There is no impact on the budget for this item.

**ADMINISTRATIVE RECOMMENDATION:** The administrative recommendation is for the board to complete the self-evaluation and return on Tuesday, June 16, 2026, and to review and provide input on, and, if needed, revise, the Board Operating Procedures. If the Board of Trustees has additional revisions, the BOP manual can be returned in August for another approval.

**For Approval?**  Yes  No

**If not, please check one:**  Presentation  Report  Information

**Please check if applicable:**  Attachment Included

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The mission of the San Elizario Independent School District is to graduate students with innovative skills for 21st-century careers by focusing on academic and social skills, fostering transformative practices, and building community support through positive relationships between home and school.

A Proud Community of Champions – Soaring to Excellence!