

# Garland Independent School District

## Board of Trustees

### Regular Meeting

Tuesday, July 23, 2024

### Agenda

5:00 PM

- I. Call to Order and Determination of a Quorum
- II. Pledges of Allegiance
- III. Public Forum: Members of the public who wish to make comments may complete a Public Comment Participation Request in person at Harris Hill Administration Building prior to the start of the meeting indicated in the posting notice. Complaints about student discipline, specific student issues or personnel must be addressed through appropriate administrative channels, in accordance with the Texas Open Meetings Act and Board policy. For more information about public comment procedures, please review the Board Policy for Public Comment accessible at the following link: <https://pol.tasb.org/Policy/Code/364?filter=BED>.
- IV. Information Items
  - A. Receive Board of Trustees Contract Renewal Report for July 2024 - **Mark Booker** 3
  - B. Review May 2024 Monthly Financials - **Arturo Valenzuela** 5
  - C. Review May 2024 Tax Report - **Kristi Cooper** 17
- V. Discussion Items
  - A. Trustees' Report 20
    - 1. Trustee attendance at recent district and community events
    - 2. Announcement of upcoming district and community events
    - 3. Recognition of outstanding performance by district staff and students
    - 4. Recognition of new programs and special activities
    - 5. Message from Board President
  - B. Superintendent's Report 27
  - C. Future Agenda Items 28
- VI. Consent Agenda - Consider approval of
  - A. Human Resources Report
    - 1. Consider Approval of Human Resources Report - **Dr. Gradyne Brown** 29
- VII. Action Item (Non Consent)
  - A. Consider Approval of Revisions to Board Operating Procedures - **Lisa Ray** 38

B. Consider Approval of the 2024-25 Student Code of Conduct (SCOC) - <b>Dr. Babetta Hemphill</b>	62
C. Consider Approval of MOU with Dallas County Health & Human Services – <b>Dr. Hemphill</b>	109
D. Consider Approval of Remote Homebound Waiver for FSP Funding - <b>Dr. Tanya Ramos</b>	111
E. Consider Approval of Dallas College Certify and Prepare Educators (CAPE) Agreement - <b>Dr. Gradyne E. Brown</b>	118
F. New Bids	
1. Contract #206-25 - Consider Approval of Purchase of Tennis Court Surfaces and Repairs - <b>Mark Booker, Paul Gonzales</b>	128
2. Contract #211-25 - Consider Approval of Purchase of Absence Management and Applicant Tracking System - <b>Mark Booker, Dr. Gradyne Brown</b>	129
3. Contract 277-24-01 - Consider Approval of Purchase of District Furniture - <b>Mark Booker</b>	130
4. Contract #282-25 - Consider Approval of Purchase of Copy Paper - <b>Mark Booker</b>	131
5. Contract #325-25-01 - Consider Approval of Purchase of TSIA2 Testing - <b>Mark Booker, Kevin Massey</b>	132
6. Contract #343-24-01 - Consider Approval of Purchase of Football Equipment - <b>Mark Booker, Dr. Ron Griffen</b>	133
G. Renewal Bid	
1. Contract #68-20 - Consider Approval of Purchase of Alternative Student Transportation - <b>Mark Booker, Annamarie Banner</b>	140
VIII. Executive Session: Executive session will be held for purposes permitted by Texas Open Meetings Act, Texas Government Code Section 551.001 et seq.	
A. Pursuant to Texas Government Code Section 551.071, private consultation with the Board’s attorney, in person or by phone, when the Board seeks the advice of its attorney about: 1) pending or contemplated litigation; 2) a settlement offer; or 3) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.	
B. Pursuant to Texas Government Code Section 551.074, deliberation regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.	
IX. Reconvene from Executive Session for action relative to items considered during Executive Session	
X. Adjournment	



## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Mark Booker, Executive Director of Purchasing

**Subject:** Board of Trustees Contract Renewal Report for July 2024

### Information Item

**Executive Summary:**

Attached for your review and consideration is the Board of Trustees Contract Renewal Report for July 2024. Twenty-three (23) contracts are scheduled for renewal and one (1) (highlighted in green) will require approval by the Board of Trustees due to one not-to-exceed amount increasing more than 25% or \$75,000 from the previous Board of Trustees awarded amount.

**Administrative Recommendations:**

It is recommended that the monthly report is disseminated to the Board of Trustees and a separate administrative recommendation will be submitted for the contract requiring Board of Trustees approval.

**Financial Impact and Funding Source:**

N/A

**EXHIBIT**  
**Board of Trustees Contract Renewal Report July 2024**

Contract Number	Contract Description	Board of Trustees Authorized Not-		Price Difference	Percentage Difference
		To-Exceed Amount	Renewal Amount		
20-20	Exclusive Athletic Apparel	\$800,000	\$800,000	\$0	0%
32-20-08	CTE Firefighting Equipment and Services	\$249,999	\$249,999	\$0	0%
34-20-01	Classroom Furniture	\$300,000	\$300,000	\$0	0%
35-21	Temporary Personnel Services	\$1,250,000	\$1,250,000	\$0	0%
37-21	Web Based Special Education Management Systems	\$627,950	\$627,950	\$0	0%
48-23	Dish Room Chemical, Sanitation and Services-Region 10	\$150,000	\$150,000	\$0	0%
51-22-02	Serving Line Replacement for Student Nutrition Services	\$4,750,000	\$4,750,000	\$0	0%
68-20	Alternative Student Transportation	\$600,000	\$900,000	\$300,000	50 %
71-21	Beverage Vending Equipment and Services	\$100,000	\$100,000	\$0	0%
111-20	Concessionaire for GISSD Stadiums	\$175,000	\$175,000	\$0	0%
242-20-01	Oracle Budget Planning Consultant	\$75,000	\$75,000	\$0	0%
269-21	Laminating and Office Machines, Supplies and Services	\$325,000	\$325,000	\$0	0%
310-22-02	Consulting Services for Higher Education	\$520,000	\$520,000	\$0	0%
310-22-10	Professional Development and Materials - Coaches Academy	\$408,822	\$408,822	\$0	0%
310-23-01	Profesional Staff Development and Materials	\$200,000	\$200,000	\$0	0%
320-22	Atheltic Training Supplies	\$150,000	\$150,000	\$0	0%
338-20	Telecommunications System Parts and Services	\$450,000	\$450,000	\$0	0%
357-21	Student Accident Insurance	\$262,597	\$262,597	\$0	0%
364-23-01	Choice of School Application Solution	\$245,000	\$245,000	\$0	0%
394-20-08	Special Education Software and Supplies	\$181,000	\$181,000	\$0	0%
397-21-04	Educational Software Licenses, Subscriptions, Hardware and Services	\$5,000,000	\$5,000,000	\$0	0%
486-24	Audio Visual Equipment, Supplies and Services-Tips	\$139,990	\$139,990	\$0	0%
487-23	Emergency Response and Disaster Recovery Services	\$5,000,000	\$5,000,000	\$0	0%



GARLAND INDEPENDENT SCHOOL DISTRICT

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## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Arturo Valenzuela, Executive Director of Finance

**Subject:** Review May 2024 Monthly Financials

### Information Item

**Executive Summary:**

Shown is the financials summary for the General Fund and ESSER.

**Administrative Recommendations:**

Provided for your information

**Financial Impact and Funding Source:**

N/A

**June 25, 2024**

**To: Darrell Dodds, Chief Financial Officer**

**From: Arturo Valenzuela, Executive Director of Finance**

**Re: May 2024 Financial Statements – General Fund and ESSER**

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The District began receiving FY24 state funding in September. The District is classified by TEA as payment class 2 and will receive 50% of our state aid funding prior to tax collections and the remaining 50% will come between April and August. The District received per capita funding from TEA beginning in September. Federal revenue is being received for indirect cost associated to federal funds and interim SHARS claims.

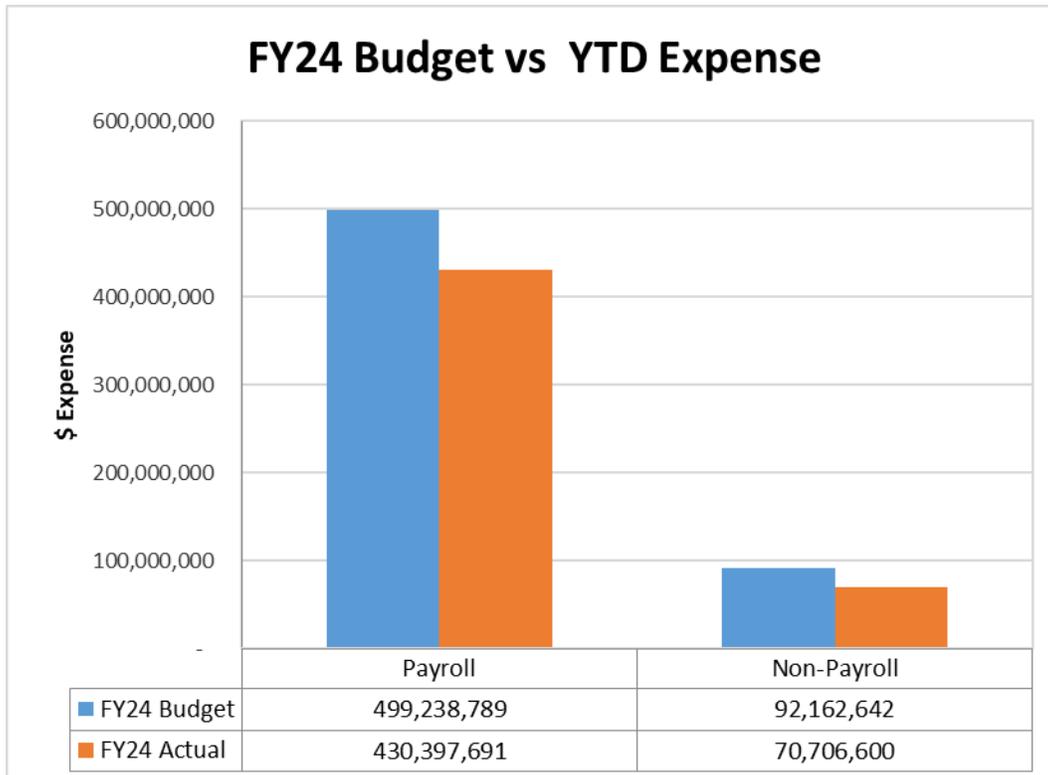
This is the eleventh month of our FY24 fiscal year. The attached analysis compares May 2024 YTD to May 2023 YTD.

Below is a budget to actual summary by summary account code. Attached is the detail by function and summary account code.

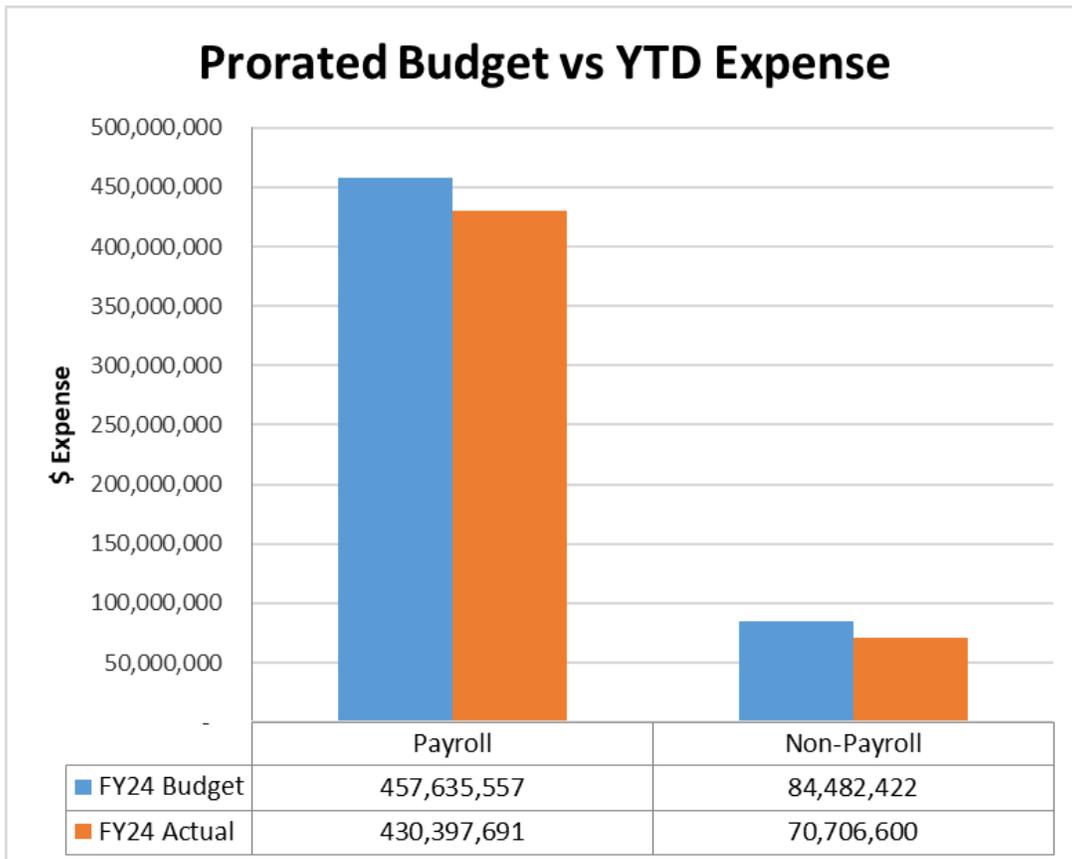
<b>Account</b>	<b>Exp Type</b>	<b>FY24 Budget</b>	<b>FY24 Actuals</b>	<b>% Spent</b>
6100	Payroll	499,238,789	430,397,691	86.2%
6200	Contracted Services	46,949,139	39,143,458	83.4%
6300	Supplies	27,381,225	19,257,626	70.3%
6400	Other Operating	15,411,624	10,443,582	67.8%
6500	Debt	751,097	714,470	95.1%
6600	Capital Outlay	1,669,557	1,147,463	68.7%
8900	Transfers Out	8,421,100	8,421,100	100.0%
	<b>Total</b>	<b>599,822,531</b>	<b>509,525,391</b>	<b>84.9%</b>

ESSER II ended on September 30, 2023. ESSER III funding will continue to be utilized by the District during FY24. The budget and actuals report for ESSER III is included.

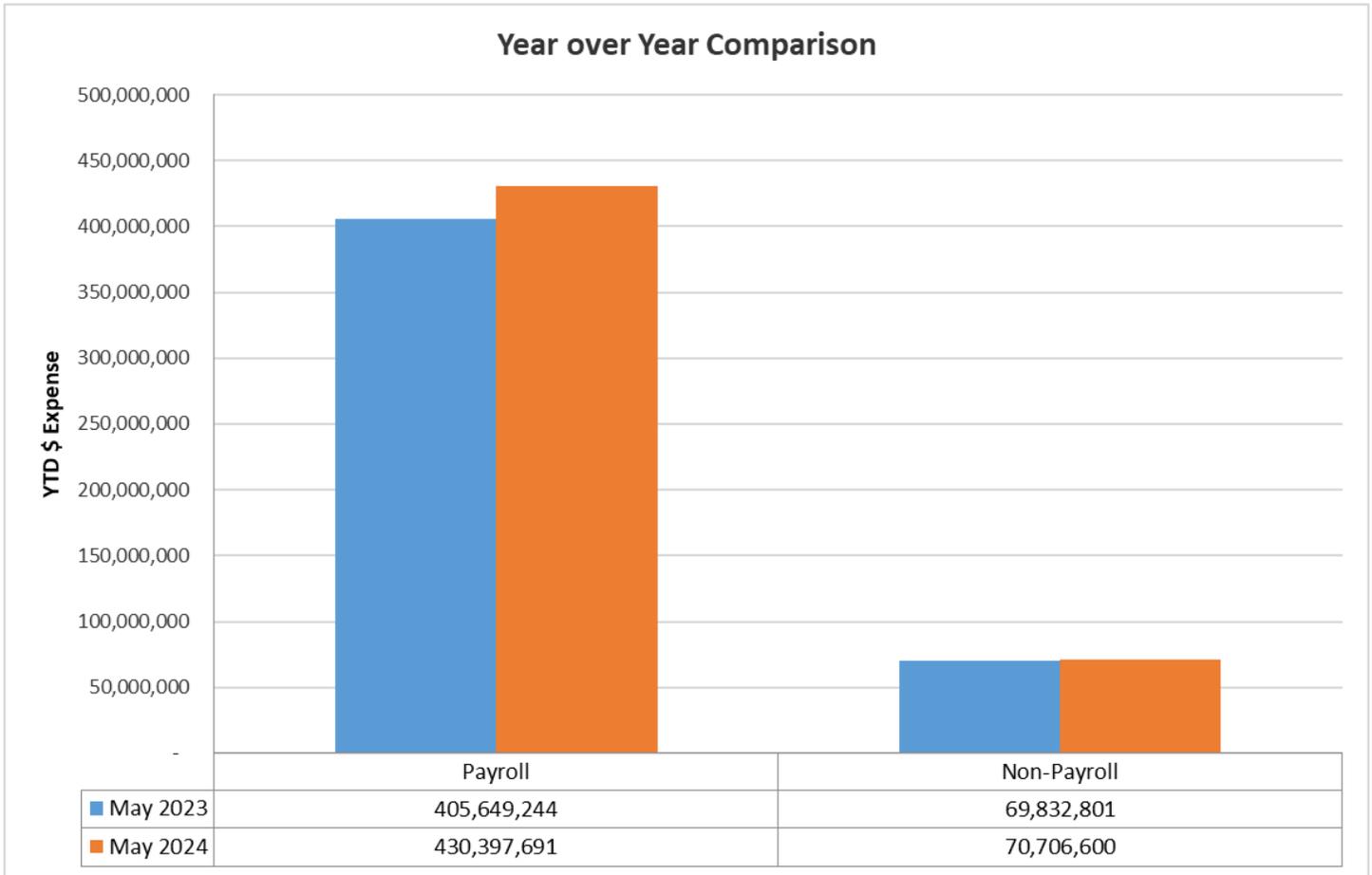
The below chart shows the total FY24 budget compared to YTD spending through May 2024, broken out between payroll and non-payroll. The **transfers out are not included** in the non-payroll budget or actuals.



The below chart shows the prorated (11-month) FY24 budget compared to YTD spending through May 2024, broken out between payroll and non-payroll. The **transfers out are not included** in the non-payroll budget or actuals.



The below chart shows the YTD spending through May 2024 compared to YTD spending through May 2023, broken out between payroll and non-payroll. The **transfers out are not included** in the non-payroll budget or actuals.



**Garland Independent School District  
Comparison of General Fund Revenue  
May 31, 2024**

Revenue	Current Year				Prior Year (May 2023)		
	Budget	YTD Actual	%YTD	(Over)/Under	Budget	YTD Actual	%YTD
<b>Local Resources:</b>							
5711 Taxes, Current Year	\$ 178,763,894	\$ 177,061,716	99.0%	\$ 1,702,178	\$ 227,261,644	\$ 234,201,388	103.1%
5712 Taxes, Delinquent	850,000	(1,478,737)	-174.0%	2,328,737	850,000	(372,949)	-43.9%
5719 Penalties, Interest and Other Tax Revenue	1,070,000	1,272,457	118.9%	(202,457)	1,070,000	1,438,498	134.4%
Total Taxes	180,683,894	176,855,436	97.9%	3,828,458	229,181,644	235,266,937	102.7%
5739 Tuition and Fees	100,000	73,864	73.9%	26,136	100,000	92,877	92.9%
5742 Investment Earnings	8,000,000	10,805,824	135.1%	(2,805,824)	8,230,000	9,579,017	116.4%
5743 Rental of Facilities	1,050,000	349,438	33.3%	700,562	1,050,000	360,490	34.3%
5745 Insurance Recovery	3,822	98,680	>100%	(94,858)	57,941	1,144,775	>100%
5749 Miscellaneous	1,200,000	1,412,384	117.7%	(212,384)	1,200,000	432,757	97.8%
5752 Athletic	780,000	666,007	85.4%	113,993	780,000	762,599	97.8%
5755 Enterprising Services	-	(320)	<100%	320	-	-	0.0%
5769 Intermediate Sources	-	448,000	>100%	(448,000)	-	428,000	>100%
Total Other Local Resources	11,133,822	13,853,877	124.4%	(2,720,055)	11,417,941	12,800,515	112.1%
Total Local Revenue	191,817,716	190,709,313	99.4%	1,108,403	240,599,585	248,067,452	103.1%
<b>State Resources:</b>							
5811 Per Capita	19,070,376	14,034,238	73.6%	5,036,138	21,982,871	20,526,071	93.4%
5812 Foundation School Program	266,925,888	155,098,865	58.1%	111,827,023	205,332,322	131,029,483	63.8%
5819 Other Foundation School Program Act Revenues	-	-	0.0%	-	-	-	0.0%
5829 State Program Revenue - TEA	-	1,666.17	>100%	(1,666)	600,000	61,616	10.3%
5831 TRS On-Behalf	28,000,000	25,832,308	92.3%	2,167,692	28,000,000	23,992,180	85.7%
5839 State Revenues from State of Texas Agencies other than	-	-	0.0%	-	-	3,117	>100%
Total State Revenue	313,996,264	194,967,077	62.1%	119,029,187	255,915,193	175,612,467	68.6%
<b>Federal Resources:</b>							
5929 Federal Revenue - TEA	9,000,000	7,813,077	86.8%	1,186,923	9,000,000	5,933,837	65.9%
5931 SHARS Reimbursement	4,000,000	815,283	20.4%	3,184,718	2,000,000	5,227,187	261.4%
5949 Other Fed Rev Distributed Directly from Fed Govt	-	51,471	>100%	(51,471)	-	69,120	>100%
Total Federal Revenue	13,000,000	8,679,831	66.8%	4,320,169	11,000,000	11,230,144	102.1%
<b>Other Sources:</b>							
7912 Sale of Real and Personal Property	-	23,715	>100%	(23,715)	-	227,026	>100%
Total Other Sources	-	23,715	>100%	(23,715)	-	227,026	>100%
<b>Total General Fund Revenue and Other Sources</b>	<b>\$ 518,813,980</b>	<b>\$ 394,379,936</b>	<b>76.0%</b>	<b>\$ 124,434,044</b>	<b>\$ 507,514,778</b>	<b>\$ 435,137,089</b>	<b>85.7%</b>

**Garland Independent School District**  
**Comparison of General Fund Expenditures by Function**  
**May 31, 2024**

	<b>Current Year</b>				<b>Prior Year (May 2023)</b>		
	Budget	YTD Actual	%YTD	(Over)/Under	Budget	YTD Actual	%YTD
11 Instruction	\$ 339,078,117	\$ 288,493,029	85.1%	\$ 50,585,088	\$ 320,498,678	\$ 276,082,865	86.1%
12 Library	8,878,216	7,549,333	85.0%	1,328,883	8,377,593	7,390,236	88.2%
13 Curriculum and Staff Development	15,108,015	12,691,321	84.0%	2,416,694	15,451,564	11,693,378	75.7%
21 Instructional Leadership	9,838,719	8,209,052	83.4%	1,629,667	9,998,594	7,201,398	72.0%
23 School Leadership	36,208,373	31,472,580	86.9%	4,735,793	35,247,275	30,204,985	85.7%
31 Guidance, Counseling and Evaluation Services	28,169,500	23,574,190	83.7%	4,595,310	27,543,986	22,715,728	82.5%
32 Social Work Services	552,641	462,394	83.7%	90,247	546,751	465,208	85.1%
33 Health Services	9,420,061	8,047,266	85.4%	1,372,795	8,957,040	7,537,073	84.1%
34 Student Transportation	22,272,051	19,290,326	86.6%	2,981,725	20,766,756	18,488,162	89.0%
35 Food Services	300,000	11,078	3.7%	288,922	352,111	12,315	3.5%
36 Extracurricular Activities	13,766,687	11,128,641	80.8%	2,638,046	13,818,752	11,063,031	80.1%
41 General Administration	21,186,457	16,108,752	76.0%	5,077,705	21,609,862	16,860,141	78.0%
51 Maintenance and Operations	56,160,739	48,550,503	86.4%	7,610,236	51,277,338	42,622,819	83.1%
52 Security and Monitoring Services	11,056,240	8,685,106	78.6%	2,371,134	8,890,085	6,488,701	73.0%
53 Data Processing Services	15,777,592	13,922,432	88.2%	1,855,160	15,771,313	13,466,144	85.4%
61 Community Services	1,776,833	1,372,643	77.3%	404,190	1,682,781	1,422,464	84.5%
71 Debt Service	751,097	714,470	95.1%	36,627	740,902	726,310	98.0%
95 Payments to JJAEP	36,000	23,178	64.4%	12,822	124,000	58,632	47.3%
99 Other Intergovernmental Charges	1,064,093	797,997	75.0%	266,096	983,947	982,453	99.8%
<b>Total Expenditures</b>	<b>591,401,431</b>	<b>501,104,291</b>	<b>84.7%</b>	<b>90,297,140</b>	<b>562,639,328</b>	<b>475,482,045</b>	<b>84.5%</b>
Other Uses:							
8900 Transfer Out	8,421,100	8,421,100	100.0%	-	22,801,250	18,830,539	82.6%
<b>Total Other Uses</b>	<b>8,421,100</b>	<b>8,421,100</b>	<b>100.0%</b>	<b>-</b>	<b>22,801,250</b>	<b>18,830,539</b>	<b>82.6%</b>
<b>Total Expenditures and Other Uses</b>	<b>599,822,531</b>	<b>509,525,391</b>	<b>84.9%</b>	<b>90,297,140</b>	<b>585,440,578</b>	<b>494,312,584</b>	<b>84.4%</b>

**Garland Independent School District**  
**Comparison of General Fund Expenditures**  
**May 31, 2024**

	Current Year				Prior Year (May 2023)			
	Budget	YTD Actual	%YTD	(Over)/Under	Budget	YTD Actual	%YTD	
11 Instruction:								
6100 Payroll	\$ 323,137,672	\$ 276,517,694	85.6%	\$ 46,619,978	\$ 304,497,010	\$ 264,180,480	86.8%	
6200 Contracted Services	3,294,169	2,695,567	81.8%	598,601	3,601,628	2,543,848	70.6%	
6300 Supplies	11,203,412	8,317,183	74.2%	2,886,229	11,283,133	8,603,853	76.3%	
6400 Other Expense	1,360,184	893,915	65.7%	466,269	1,030,500	710,182	68.9%	
6600 Capital Outlay	82,680	68,669	83.1%	14,011	86,407	44,503	51.5%	
<b>Total Instruction</b>	<b>339,078,117</b>	<b>288,493,029</b>	<b>85.1%</b>	<b>50,585,088</b>	<b>320,498,678</b>	<b>276,082,865</b>	<b>86.1%</b>	
12 Library:								
6100 Payroll	8,001,208	6,732,832	84.1%	1,268,376	7,447,519	6,493,918	87.2%	
6200 Contracted Services	76,168	72,524	95.2%	3,644	77,707	76,481	98.4%	
6300 Supplies	794,217	739,956	93.2%	54,261	843,530	812,726	96.3%	
6400 Other Expense	6,623	4,021	60.7%	2,602	8,837	7,111	80.5%	
<b>Total Library</b>	<b>8,878,216</b>	<b>7,549,333</b>	<b>85.0%</b>	<b>1,328,883</b>	<b>8,377,593</b>	<b>7,390,236</b>	<b>88.2%</b>	
13 Curriculum and Staff Development:								
6100 Payroll	13,259,057	11,728,330	88.5%	1,530,727	13,334,743	10,688,497	80.2%	
6200 Contracted Services	613,699	398,300	64.9%	215,399	861,715	413,357	48.0%	
6300 Supplies	353,545	179,309	50.7%	174,236	483,626	303,725	62.8%	
6400 Other Expense	881,714	385,382	43.7%	496,332	771,480	287,799	37.3%	
<b>Total Curriculum and Staff Development</b>	<b>15,108,015</b>	<b>12,691,321</b>	<b>84.0%</b>	<b>2,416,694</b>	<b>15,451,564</b>	<b>11,693,378</b>	<b>75.7%</b>	
21 Instructional Leadership								
6100 Payroll	8,519,071	7,342,575	86.2%	1,176,496	8,591,548	6,219,973	72.4%	
6200 Contracted Services	665,968	428,140	64.3%	237,828	685,201	613,331	89.5%	
6300 Supplies	340,639	239,005	70.2%	101,634	457,201	269,919	59.0%	
6400 Other Expense	313,041	199,332	63.7%	113,709	247,144	98,175	39.7%	
6600 Capital Outlay	-	-	0.0%	0	17,500	-	0.0%	
<b>Total Instructional Leadership</b>	<b>9,838,719</b>	<b>8,209,052</b>	<b>83.4%</b>	<b>1,629,667</b>	<b>9,998,594</b>	<b>7,201,398</b>	<b>72.0%</b>	
23 School Leadership								
6100 Payroll	34,901,972	30,737,931	88.1%	4,164,041	34,317,665	29,635,824	86.4%	
6200 Contracted Services	101,114	74,726	73.9%	26,388	113,278	82,669	73.0%	
6300 Supplies	730,427	383,646	52.5%	346,781	487,398	278,828	57.2%	
6400 Other Expense	474,860	276,277	58.2%	198,583	328,934	207,664	63.1%	
<b>Total School Leadership</b>	<b>36,208,373</b>	<b>31,472,580</b>	<b>86.9%</b>	<b>4,735,793</b>	<b>35,247,275</b>	<b>30,204,985</b>	<b>85.7%</b>	

**Garland Independent School District**  
**Comparison of General Fund Expenditures**  
**May 31, 2024**

	<b>Current Year</b>				<b>Prior Year (May 2023)</b>		
	Budget	YTD Actual	%YTD	(Over)/Under	Budget	YTD Actual	%YTD
<b>31 Guidance, Counseling and Evaluation Services:</b>							
6100 Payroll	24,989,717	21,846,879	87.4%	3,142,838	24,033,325	20,905,968	87.0%
6200 Contracted Services	1,243,962	971,582	78.1%	272,380	1,469,452	1,152,926	78.5%
6300 Supplies	1,825,425	686,070	37.6%	1,139,355	1,962,303	605,566	30.9%
6400 Other Expense	110,396	69,658	63.1%	40,738	78,906	51,268	65.0%
<b>Total Guidance, Counseling and Evaluation Services</b>	<b>28,169,500</b>	<b>23,574,190</b>	<b>83.7%</b>	<b>4,595,310</b>	<b>27,543,986</b>	<b>22,715,728</b>	<b>82.5%</b>
<b>32 Social Work Services:</b>							
6100 Payroll	548,641	459,848	83.8%	88,793	532,651	464,117	87.1%
6200 Contracted Services	1,000	-	0.0%	1,000	1,000	-	0.0%
6300 Supplies			0.0%	0	10,000	-	0.0%
6400 Other Expense	3,000	2,546	0.0%	454	3,100	1,091	35.2%
<b>Total Social Work Services</b>	<b>552,641</b>	<b>462,394</b>	<b>83.7%</b>	<b>90,247</b>	<b>546,751</b>	<b>465,208</b>	<b>85.1%</b>
<b>33 Health Services:</b>							
6100 Payroll	9,210,596	7,891,767	85.7%	1,318,829	8,674,797	7,387,908	85.2%
6200 Contracted Services	20,667	10,156	49.1%	10,511	17,334	5,085	29.3%
6300 Supplies	143,046	111,650	78.1%	31,396	210,539	101,774	48.3%
6400 Other Expense	27,752	16,537	59.6%	11,215	30,370	18,366	60.5%
6600 Capital Outlay	18,000	17,156	95.3%	844	24,000	23,940	99.8%
<b>Total Health Services</b>	<b>9,420,061</b>	<b>8,047,266</b>	<b>85.4%</b>	<b>1,372,795</b>	<b>8,957,040</b>	<b>7,537,073</b>	<b>84.1%</b>
<b>34 Student Transportation:</b>							
6100 Payroll	18,364,961	16,351,284	89.0%	2,013,677	16,122,265	15,028,099	93.2%
6200 Contracted Services	1,113,046	1,003,211	90.1%	109,835	1,317,851	1,130,973	85.8%
6300 Supplies	3,098,435	2,514,570	81.2%	583,865	3,700,617	3,215,436	86.9%
6400 Other Expense	(304,391)	(578,740)	190.1%	274,349	(392,777)	(886,344.90)	225.7%
6600 Capital Outlay	-	-	0.0%	-	18,800	-	0.0%
<b>Total Student Transportation</b>	<b>22,272,051</b>	<b>19,290,326</b>	<b>86.6%</b>	<b>2,981,725</b>	<b>20,766,756</b>	<b>18,488,162</b>	<b>89.0%</b>
<b>35 Food Services:</b>							
6100 Payroll	12,270	11,078	90.3%	1,192	22,056	12,315	55.8%
6300 Supplies		-	0.0%	-	52,111	-	0.0%
6400 Other Expense	287,730	-	0.0%	287,730	277,944	-	0.0%
<b>Total Food Services</b>	<b>300,000</b>	<b>11,078</b>	<b>3.7%</b>	<b>288,922</b>	<b>352,111</b>	<b>12,315</b>	<b>3.5%</b>

**Garland Independent School District**  
**Comparison of General Fund Expenditures**  
**May 31, 2024**

	<b>Current Year</b>				<b>Prior Year (May 2023)</b>		
	Budget	YTD Actual	%YTD	(Over)/Under	Budget	YTD Actual	%YTD
<b>36 Extracurricular Activities:</b>							
6100 Payroll	7,285,527	6,071,009	83.3%	1,214,518	6,720,283	5,710,357	85.0%
6200 Contracted Services	2,009,823	1,722,592	85.7%	287,231	2,168,743	1,731,217	79.8%
6300 Supplies	2,026,915	1,252,963	61.8%	773,951	2,434,299	1,374,987	56.5%
6400 Other Expense	2,351,810	1,992,228	84.7%	359,582	2,495,427	2,246,471	90.0%
6600 Capital Outlay	92,612	89,849	97.0%	2,763	-	-	0.0%
<b>Total Extracurricular Activities</b>	<b>13,766,687</b>	<b>11,128,641</b>	<b>80.8%</b>	<b>2,638,046</b>	<b>13,818,752</b>	<b>11,063,031</b>	<b>80.1%</b>
<b>41 General Administration:</b>							
6100 Payroll	14,235,933	12,519,436	87.9%	1,716,497	14,662,493	12,479,986	85.1%
6200 Contracted Services	2,980,705	1,627,746	54.6%	1,352,959	3,403,548	2,137,787	62.8%
6300 Supplies	1,255,120	692,582	55.2%	562,538	1,140,677	700,099	61.4%
6400 Other Expense	2,695,269	1,268,989	47.1%	1,426,280	2,332,763	1,498,872	64.3%
6600 Capital Outlay	19,430	-	0.0%	19,430	70,381	43,396.47	0.0%
<b>Total General Administration</b>	<b>21,186,457</b>	<b>16,108,752</b>	<b>76.0%</b>	<b>5,077,705</b>	<b>21,609,862</b>	<b>16,860,141</b>	<b>78.0%</b>
<b>51 Maintenance and Operations:</b>							
6100 Payroll	22,539,149	20,001,825	88.7%	2,537,324	20,091,040	16,455,774	81.9%
6200 Contracted Services	21,988,955	19,281,337	87.7%	2,707,618	22,637,701	19,193,901	84.8%
6300 Supplies	3,992,723	3,117,986	78.1%	874,737	3,950,617	2,724,880	69.0%
6400 Other Expense	6,939,526	5,748,151	82.8%	1,191,375	3,882,075	3,675,789	94.7%
6600 Capital Outlay	700,386	401,204	57.3%	299,182	715,905	572,475	80.0%
<b>Total Maintenance and Operations</b>	<b>56,160,739</b>	<b>48,550,503</b>	<b>86.4%</b>	<b>7,610,236</b>	<b>51,277,338</b>	<b>42,622,819</b>	<b>83.1%</b>
<b>52 Security and Monitoring Services:</b>							
6100 Payroll	4,385,861	3,429,641	78.2%	956,220	3,097,734	1,862,525	60.1%
6200 Contracted Services	5,632,220	4,511,851	80.1%	1,120,369	5,202,768	4,189,035	80.5%
6300 Supplies	800,213	532,186	66.5%	268,027	518,294	413,879	79.9%
6400 Other Expense	44,813	43,219	96.4%	1,594	16,000	8,687	54.3%
6600 Capital Outlay	193,133	168,209	87.1%	24,924.09	55,289	14,575	0.0%
<b>Total Security and Monitoring Services</b>	<b>11,056,240</b>	<b>8,685,106</b>	<b>78.6%</b>	<b>2,371,134</b>	<b>8,890,085</b>	<b>6,488,701</b>	<b>73.0%</b>
<b>53 Data Processing Services:</b>							
6100 Payroll	8,582,874	7,646,502	89.1%	936,372	8,478,052	7,049,217	83.1%
6200 Contracted Services	5,839,842	5,425,087	92.9%	414,755	6,137,564	5,546,672	90.4%
6300 Supplies	659,185	371,736	56.4%	287,449	515,028	316,244	61.4%
6400 Other Expense	132,375	76,731	58.0%	55,644	113,370	67,048	59.1%
6600 Capital Outlay	563,316	402,376	71.4%	160,940	527,299	486,964	92.4%
<b>Total Data Processing Services</b>	<b>15,777,592</b>	<b>13,922,432</b>	<b>88.2%</b>	<b>1,855,160</b>	<b>15,771,313</b>	<b>13,466,144</b>	<b>85.4%</b>

**Garland Independent School District  
Comparison of General Fund Expenditures  
May 31, 2024**

	<b>Current Year</b>				<b>Prior Year (May 2023)</b>		
	Budget	YTD Actual	%YTD	(Over)/Under	Budget	YTD Actual	%YTD
61 Community Services:							
6100 Payroll	1,264,280	1,109,061	87.7%	155,219	1,167,347	1,074,287	92.0%
6200 Contracted Services	267,708	99,462	37.2%	168,246	298,560	203,142	68.0%
6300 Supplies	157,923	118,785	75.2%	39,138	154,963	107,435	69.3%
6400 Other Expense	86,922	45,335	52.2%	41,587	61,911	37,600	60.7%
<b>Total Community Services</b>	<b>1,776,833</b>	<b>1,372,643</b>	<b>77.3%</b>	<b>404,190</b>	<b>1,682,781</b>	<b>1,422,464</b>	<b>84.5%</b>
71 Debt Service:							
6500 Debt Service	751,097	714,470	95.1%	36,627	740,902	726,310	98.0%
<b>Total Debt Service</b>	<b>751,097</b>	<b>714,470</b>	<b>95.1%</b>	<b>36,627</b>	<b>740,902</b>	<b>726,310</b>	<b>98.0%</b>
95 Payments to JJAEP:							
6200 Contracted Services	36,000	23,178	64.4%	12,822	124,000	58,632	47.3%
<b>Total Payments to JJAEP</b>	<b>36,000</b>	<b>23,178</b>	<b>64.4%</b>	<b>12,822</b>	<b>124,000</b>	<b>58,632</b>	<b>47.3%</b>
99 Other Intergovernmental Charges:							
6200 Contracted Services	1,064,093	797,997	75.0%	266,096	983,947	982,453	99.8%
<b>Total Other Intergovernmental Charges</b>	<b>1,064,093</b>	<b>797,997</b>	<b>75.0%</b>	<b>266,096</b>	<b>983,947</b>	<b>982,453</b>	<b>99.8%</b>
<b>Total Expenditures</b>	<b>591,401,431</b>	<b>501,104,291</b>	<b>84.7%</b>	<b>90,297,140</b>	<b>562,639,328</b>	<b>475,482,045</b>	<b>84.5%</b>
Other Uses:							
8900 Transfer Out	8,421,100	8,421,100	100.0%	-	22,801,250	18,830,539	82.6%
<b>Total Other Uses</b>	<b>8,421,100</b>	<b>8,421,100</b>	<b>100.0%</b>	<b>-</b>	<b>22,801,250</b>	<b>18,830,539</b>	<b>82.6%</b>
<b>Total Expenditures and Other Uses</b>	<b>599,822,531</b>	<b>509,525,391</b>	<b>84.9%</b>	<b>90,297,140</b>	<b>585,440,578</b>	<b>494,312,584</b>	<b>84.4%</b>

Garland Independent School District  
 ESSER III - 282021 Budget to Actuals  
 May 2024

Task	Task Name	Original Budget	Revised Budget	Encumbrances	Expenditures	Remaining Budget
<b>1 Retention Stipends</b>						
1.01-1.03	2021-22 Retention Stipends	16,000,000	13,550,711	-	13,550,711	(0)
	2022-23 Retention Stipends	16,000,000	-	-	-	-
1.04-1.06	2023-24 Retention Stipends	16,000,000	15,071,229	-	21,345,277	(6,274,048)
1.07-1.09	2023-24 Stipend increase for Core 4	-	6,556,915	-	-	6,556,915
1.10	2023-24 Sign On Incentive	-	1,500,000	-	873,415	626,585
1.11	Special Education Impact Stipend	-	527,040	-	376,962	150,078
1.12	Substitute Stipend	-	-	-	227,312	(227,312)
<b>2 Technology</b>						
	2.1 All Teachers/Instructional Support Staff Laptops	10,000,000	10,154,302	-	10,154,302	0
	2.2 Network Equipment and WiFi Upgrades at all locations	10,000,000	12,210,860	342,735	11,536,846	331,280
	2.3 1:1 MS/HS Refresh Plan	8,100,000	5,825,520	-	5,825,520	0
	2.4 Desktop Replacement	-	52,950	-	52,950	(0)
	2.5 Laptop Carts	-	1,156,368	-	1,156,368	0
<b>3 Tutoring</b>						
3.01	2021-2022 School Yr	3,087,000	1,285,842	-	1,307,291	(21,449)
3.02	2022-2023 School Yr	-	1,977,986	-	2,819,756	(841,770)
3.03	2023-2024 School Yr	-	1,203,000	-	1,335,928	(132,928)
3.04	Tutoring from E2	-	867,950	-	165,403	702,547
<b>4 Intersession/Summer School</b>						
4.01	2021-2022 School Yr	11,316,742	5,740,000	-	5,586,732	153,268
4.03	2023-2024 School Yr	-	3,700,000	-	355,127	3,344,873
<b>5 Curriculum</b>						
5.1	Literacy	2,255,732	1,931,859	-	998,846	933,013
5.2	Mathematics	171,555	1,374,502	-	1,254,877	119,625
5.3	Science	300,000	-	-	-	-
5.4	Professional Develop (Ready 1:1)	-	473,088	-	0	473,088
5.5	LETRS Science of Reading - E2	-	1,988,800	18,411	1,257,043	713,346
5.6	LMS	-	186,910	-	-	186,910
5.7	Predictive Analytic	-	739,325	-	370,690	368,635
5.8	iReady	-	1,296,114	-	1,296,114	0
5.9	IMA	-	-	-	1,718,848	(1,718,848)
5.10	Canvas (LMS)	-	-	-	-	-
5.11	Reading Academies	-	-	-	13,200	(13,200)
<b>6 ELL</b>						
6.01	Original ESSER allocation	454,116	-	-	-	-
6.02	Moved from ESSER II	-	-	-	-	-
<b>7 Dyslexia</b>		682,000	233,000	-	-	233,000
<b>8 Special Education</b>						
8.01	Leveled Inst Materia	521,675	521,675	-	597,513	(75,838)
8.02	Moved from ESSER II	-	2,763,736	172,538	808,482	1,782,716
8.03	Edmark Reading Progr	-	43,402	-	39,237	4,165
8.04	Read Well/Voyager	-	-	259,962	149,526	(409,488)
8.05	Number Worlds Math	-	-	-	9,039	(9,039)
8.06	Sierra School	-	-	-	152,660	(152,660)
8.07	Assessment/Evaluation	-	-	130,303	282,706	(413,009)
8.08	Readtopia	-	-	-	-	-
8.09	Certification Reimbu	-	-	-	-	-
<b>9 SEL/Mental Health</b>						
9.1	Curriculum	3,678,000	1,627,204	-	802,969	824,235
9.2	Telehealth	1,875,000	1,841,000	-	1,665,020	175,980
9.3	Panorama Survey	82,500	82,500	-	82,500	0
<b>10 EDL</b>						
10.1	Elementary Schools	-	1,183,230	-	460,737	722,493
10.2	Middle Schools	-	555,660	-	432,197	123,463
10.3	High Schools	-	106,440	-	198,076	(91,636)

Garland Independent School District  
 ESSER III - 282021 Budget to Actuals  
 May 2024

Task	Task Name	Original Budget	Revised Budget	Encumbrances	Expenditures	Remaining Budget
<b>11 Student Services</b>						
	11.1 Attendance & Enrollment Recovery	-	1,381,142	-	555,372	825,770
	11.2 Mentoring Program	-	523,550	3,500	359,995	160,055
	11.3 Enrollment System	-	255,745	27,400.00	146,000	82,345
	11.4 Campus Behavior Team	-	-	-	16,865	(16,865)
	11.5 Mental Health Clinic	-	-	-	5,763	(5,763)
<b>12 Transportation</b>						
	12.1 RFID Cards	-	190,555	191,220.00	-	(665)
<b>13 Facilities and Maintenance</b>						
	13.1 Air Purifiers					
	Shoulder Pad Cleaning	120,000	-	-	-	-
	Indirect Costs	10,136,897	10,136,897	153,565	9,062,440	920,892
	<b>TOTAL</b>	<b>110,781,217</b>	<b>110,817,007</b>	<b>1,299,635</b>	<b>99,406,612</b>	<b>10,110,761</b>



GARLAND INDEPENDENT SCHOOL DISTRICT

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## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024  
**Presented By:** Kristi Cooper, Director of Tax Services  
**Subject:** Review May 2024 Tax Report

### Information Item

**Executive Summary:**

Shown is the Garland Independent School District tax report for May 2024.

**Administrative Recommendations:**

Provided for your information

**Financial Impact and Funding Source:**

N/A



P.O. Box 461407  
Garland, TX  
75046-1407

[www.garlandisd.net](http://www.garlandisd.net)

**Garland Independent School District**  
Department of Taxation

**Street Address**  
901 West State Street  
Garland, TX  
75040

**Phone**  
972.494.8570

**FAX**  
972.494.8631

**To:** Arturo Valenzuela  
Executive Director of Finance

**From:** Kristi Cooper  
Director of Tax Services

**Subject:** Monthly Report

Attached is the monthly report and listing of refund(s) that exceed \$500.00 for the month of May 2024. All refunds issued during FY24 in excess of \$500 will be presented to the Board of Trustees for ratification in June of 2024.

The information contained in this report is true and correct to the best of my knowledge.

**GARLAND INDEPENDENT SCHOOL DISTRICT  
TAX COLLECTION REPORT  
May 31, 2024**

**Current Year (2023 tax year)  
as of 5/31/2024**

**Prior Year (2022 tax year)  
as of 5/31/2023**

**COLLECTIONS**

	Month to Date	Year to Date	Month to Date	Year to Date
Current Levy	509,187.83	277,891,311.40	1,180,712.78	320,304,345.25
Delinquent Levy	(141,262.20)	(1,158,179.37)	(51,162.97)	600,834.10
Penalty & Interest	181,125.68	1,477,336.95	298,678.97	1,487,180.82
Ag Rollback	7,429.24	250,698.44	96.21	98,396.74
Additional Penalty	91,758.32	665,363.75	99,563.98	551,605.84
<b>Total Collections</b>	<b>\$ 648,238.87</b>	<b>\$ 279,126,531.17</b>	<b>\$ 1,527,888.97</b>	<b>\$ 323,042,362.75</b>

**TAX ROLL**

	Current Tax Roll	Delinquent Tax Roll	Current Tax Roll	Delinquent Tax Roll
Initial Tax Levy	281,155,036.48	7,171,660.94	314,088,773.91	6,305,807.71
Tax Levy Adjustments	2,282,394.64	(3,614,932.72)	11,853,299.50	(1,838,967.29)
<b>Current Tax Levy</b>	<b>\$ 283,437,431.12</b>	<b>\$ 3,556,728.22</b>	<b>\$ 325,942,073.41</b>	<b>\$ 4,466,840.42</b>
<b>Outstanding Tax Levy</b>	<b>\$ 5,546,119.72</b>	<b>\$ 4,714,907.59</b>	<b>\$ 5,637,728.16</b>	<b>\$ 3,866,006.32</b>
Outstanding Percentage	1.96%		1.73%	

**COLLECTION PERCENTAGE**

	Current Tax Roll	2022 Tax Roll
Month to Date	0.18%	0.36%
Year to Date	98.04%	98.27%
3 Year Average	98.27%	98.27%

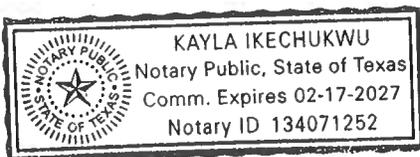
**REFUNDS**

	# of Refunds	Refund Amount
Duplicate Payments		
Erroneous		
Overpayments	5	11,985.66
<b>Total</b>	<b>5</b>	<b>\$ 11,985.66</b>

The information contained in this report is true and correct to the best of my knowledge. Then WITNESS MY HAND THIS day, June 4, 2024.

*Kristi Cooper, RTA*  
 Kristi Cooper, RTA  
 Director of Tax Services

SUBSCRIBED AND SWORN to me that the said Kristi Cooper did personally appear before me on this day, June 4, 2024 to which I certify and witness my hand and seal of office.



*Kayla Ikechukwu*  
 Notary Public  
6-4-24  
 Date



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## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Dr. Ricardo López, Superintendent

**Subject:** Trustees' Report

### Discussion Item

**Executive Summary:**

Trustees report to other trustees, the administrative staff and the public of activities that impact the Board's governance of the District. Trustees may report on the following subjects:

1. Trustee attendance at recent district and community events.
2. Announcement of upcoming district and community events.
3. Recognition of outstanding performance by district staff and students.
4. Recognition of new programs and special activities.
5. Message from Board President.

**Administrative Recommendations:**

Provided for your information and discussion.

# July 22, 2024 - July 28, 2024

July 2024							August 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6				1	2	3	
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	31

## Monday, July 22

## Tuesday, July 23

**6:00am - 8:00am New Employee Block Party** (Curtis Culwell Center) - Christi Davis

**2:00pm - 3:00pm Board Bond Special Meeting** (Board Room) - Mechelle Hogan

**3:00pm - 6:00pm Board Meeting** (Board Room) ↻

## Wednesday, July 24

**Mechelle's Birthday**

**10:00am - 2:00pm Team of Eight Training** (Board Room) - Mechelle Hogan

## Thursday, July 25

**12:00am Mechelle Out of the Office** →

## Friday, July 26

**← Mechelle Out of the Office** →

## Saturday, July 27

**← Mechelle Out of the Office** →

## Sunday, July 28

**← Mechelle Out of the Office** →

# July 29, 2024 - August 4, 2024

July 2024							August 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6					1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	31

## Monday, July 29

← Mechelle Out of the Office →

## Tuesday, July 30

← Mechelle Out of the Office →

9:30am - 11:00am Safety & Security Meeting - Save the Date  
(Harris Hill Board Room) - Alice Jordan

## Wednesday, July 31

← Mechelle Out of the Office →

## Thursday, August 1

← Mechelle Out of the Office →

## Friday, August 2

← Mechelle Out of the Office →

9:00am - 11:00am Annual GISD Athletics' Department In-Service Luncheon (Sachse HS)

## Saturday, August 3

← 12:00am Mechelle Out of the Office →

## Sunday, August 4

# August 5, 2024 - August 11, 2024

August 2024							September 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

**Monday, August 5**

**Tuesday, August 6**

**Wednesday, August 7**

8:00am - 3:00pm **SAVE THE DATE: Board Social Event** (TBD) -  
Mechelle Hogan

**Thursday, August 8**

**Friday, August 9**

**Saturday, August 10**

6:00am - 9:00am **NAACP: Health Fair and Back to School Rally**  
(Lakeview Centennial HS)

**Sunday, August 11**

# August 12, 2024 - August 18, 2024

August 2024							September 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

## Monday, August 12

**First Day of School**

## Tuesday, August 13

- 1:00pm - 3:00pm Finance, Facilities and Operations Committee Meeting** (Board Room) [🕒](#)
- 2:30pm - 4:00pm Board Bond Committee** (Boardroom ) - GISD Board of Trustees [🕒](#)
- 4:00pm - 6:00pm Academic and District Affairs Committee Meeting** (Board Room ) - Mechelle Hogan [🕒](#)

## Wednesday, August 14

**9:30am - 11:00am Rowlett Chamber of Commerce** (Rowlett Community Center ) - Ricardo Lopez [🕒](#)

## Thursday, August 15

## Friday, August 16

## Saturday, August 17

## Sunday, August 18

# August 19, 2024 - August 25, 2024

August 2024							September 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

**Monday, August 19**

**Tuesday, August 20**

**Wednesday, August 21**

**Thursday, August 22**

**Friday, August 23**

**Saturday, August 24**

**Sunday, August 25**

# August 26, 2024 - September 1, 2024

August 2024							September 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30					

## Monday, August 26

**4:00pm - 6:00pm 2024 Summer Graduation Ceremony** (Curtis Culwell Center, 4999 Naaman Forest Blvd, Garland, 75040) - Suzy Doss

## Tuesday, August 27

**1:30pm - 2:30pm New Principal's Reception** (Harris Hill Cafeteria)  
**3:00pm - 6:00pm Board Meeting** (Board Room) 

## Wednesday, August 28

## Thursday, August 29

**5:00pm - 7:00pm Copy: Lakeview Centennial vs. Richardson** (HBJ) - Ricardo Lopez

## Friday, August 30

**5:00pm - 7:00pm Copy: South Garland vs. Dallas Lincoln** (HBJ) - Ricardo Lopez

## Saturday, August 31

## Sunday, September 1



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## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Dr. Ricardo López, Superintendent

**Subject:** Superintendent's Report

### Discussion Item

**Executive Summary:**

Dr. López will provide an update on District and community events.

**Administrative Recommendations:**

Provided for your information and discussion.



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## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Dr. Ricardo López, Superintendent

**Subject:** Future Agenda Items

### Discussion Item

**Executive Summary:**

Trustees may submit items to be placed on future Board Meeting agendas.

**Administrative Recommendations:**

For discussion.



## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Dr. Gradyne Brown, Assistant Superintendent Human Resources

**Subject:** Consider Approval of Human Resources Report

### Consent Agenda

#### **Executive Summary:**

Please see attached recommendations for new personnel, terminations, leaves of absence, and resignations for the 2023-2024 school year.

#### **Administrative Recommendations:**

Administration recommends approval.

#### **Financial Impact and Funding Source:**

N/A

**July 2024  
Administrative New Hires List**

<b>Administrative New Hires to Date: 25</b>
<b>Current: 4</b>
<b>Total: 29</b>
<b>Administrative New Hires</b>

School/Dept.	Last Name	First Name	Exp	College	Degree	Job Title	Effective Date
Pearson Elementary School	Carballo	Janie	24	Southwestern College Kansas	BA	Principal	7/15/24
				Southern Methodist University	MA		
				University of North Texas	MA		
Curtis Culwell Center	Dodds	Debbie	32	Angelo State University	BA	Assistant Director of Technology at CCC	7/8/24
Classical Center at Vial Elementary	Michelena	Lizeth	15	Universidad Autonoma de Chihuahua	BA	Assistant Principal	7/15/24
				Texas A & M University	MA		
Herfurth Elementary School	Singh	Amy	7	Trinity University	BA	Assistant Principal	7/15/24
				University of Texas, San Antonio	MA		

<b>Administrative - Transfers to Date: 43</b>
<b>Current: 5</b>
<b>Total: 48</b>
<b>Administrative Appointments/Transfers</b>

Job Title	Last Name	First Name	Exp	Current Position	Degree	New Campus/Department	Effective Date
Executive Principal Coach Title I	Curtis	Charmain	20	Executive Principal Coach	D.Ed	Harris Hill Building	7/1/24
Executive Principal Coach Title I	Schmidt	Tobi	22	Executive Principal Coach	M.Ed	Harris Hill Building	7/1/24
Principal	Booker	Mark	16	Principal Residency	D.Ed	Jackson Technology Center for Math & Science	7/1/24
Principal	Elam	Qiana	17	Principal Residency	D.Ed	Harris Hill Building	7/15/24
Principal	Guzman	David	10	Assistant Principal	M.Ed	Sellers Middle School	7/1/24

**July 2024  
Professional New Hires List**

**New Hires to Date: 709**  
**Current: 56**  
**Total: 765**

School/Dept.	Last Name	First Name	Exp	College	Degree	Job Title	Effective Date	Notes
Abbett Elementary School	Tsujimura	Tadaki	6	University of Texas	BA	Teacher	7/31/24	
Abbett Elementary School	Lilya	Elise	1	Texas A & M University	BS	Nurse	7/31/24	
				Texas Woman's University	MS			
Back Elementary School	Greer	Shadia	3	University of North Texas	BS	Teacher	7/31/24	
Back Elementary School	Talley	Kristy	0	Southeast Missouri State	BA	Teacher	7/31/24	
				Arkansas State University	MS			
Bradfield Elementary School	Garcia Mosso	Dolores	5	University of Texas	BS	Teacher	7/31/24	
Cisneros Prekindergarten School	Marquez	Alieya	0	University Texas, El Paso	BS	Teacher	7/31/24	
Cisneros Prekindergarten School	Hollingsworth	Daneshia	0	Colorado Tech University	BS	Teacher	7/31/24	
Classical Center at Brandenburg Middle School	Acosta	Abigail	0	University of Texas at Arlington	BA	Teacher	7/31/24	
Classical Center at Vial Elementary School	Robles	Selena	6	University of Texas	BA	Nurse	7/31/24	
Classical Center at Vial Elementary School	Daniel	Cecilia	14	University of North Texas	BA	Teacher	7/31/24	
Classical Center at Vial Elementary School	Apen Rodriguez	Ana	4	Texas Tech. University	BS	Teacher	7/31/24	
Cooper Elementary School	Smith	Cecilia	11	University of North Texas	BS	Teacher	7/31/24	
				Lamar University	M.Ed			
Cooper Elementary School	Perez	Christina	0	Liberty University	BS	Teacher	7/31/24	
Coyle Technology Center for Math & Science	Luthra	Anushka	0	State University of New York	BA	Teacher	7/31/24	
				Johns Hopkins University	MA			
Coyle Technology Center for Math & Science	Pineda	Christopher	17	Texas Southern Methodist University	BM	Teacher	7/15/24	
				Texas Southern Methodist University	MA			
Daugherty Elementary School	Ramos	Dannineth	3	University of Illinois at Chicaco	BS	Teacher	7/31/24	
Daugherty Elementary School	Yip Aguilar	Cynthia	0	N/A	N/A	Teacher	7/31/24	CAPE Instructor for 2024-2025 school year
Dr Marvin D Roden Technology Center	Kulka	Kathryn	18	University of Wisconsin	BA	Facilitator	7/8/24	
				University of Wisconsin	MA			
Garland High School	Donalson	Darnell	6	Texas A&M Commerce	BA	Teacher	7/15/24	
Garland High School	Schalit	Daniel	11	State University of New York	BA	Teacher	7/31/24	
				University of Texas	M.Ed			
Garland High School	Gibson	Lindsay	8	State University of New York	BA	Counselor	7/15/24	
				Texas State University	M.Ed			
Garland High School	Jensen	Angela M	4	University of Texas	BA	Teacher	7/31/24	
				University of Texas	MA			
Garland High School	Higbee	Garrett	2	Abilene Christian University	BM	Teacher	7/15/24	
GISD Alternative Education Center	Dover	Mason Keith	6	University Central Oklahoma	BS	Counselor	7/22/24	
				Southeastern Oklahoma University	M.Ed			
Herfurth Elementary School	Turner	Sharonda	5	University of North Texas	BS	Teacher	7/31/24	
				University of North Texas	M.Ed			
Hudson Middle School	Hernandez	Brenda	8	Texas A&M Commerce	BA	Teacher	7/31/24	
Hudson Middle School	Garcia Rodriguez	Maria	0	National Automomous University	BS	Teacher	7/31/24	
				Grand Canyon University	M.Ed			
Hudson Middle School	Glenn	Dalton	0	Southern Methodist University	BS	Teacher	7/31/24	
Hudson Middle School	Humphrey	Dyanna	5	Texas Woman's University	BS	Teacher	7/31/24	
				Texas Woman's University	M.Ed			
Hudson Middle School	Bassett	Jeffrey	29	Baylor University	BS	Teacher	7/31/24	
				Texas A&M Commerce	M.Ed			
Jackson Technology Center for Math & Science	Gardiner	Leonardo	27	Southeastern Bible College	BA	Teacher	7/31/24	
				Texas A & M University	MA			
Montclair Elementary School	Clem	Bradlie	2	Tarleton State University	BME	Teacher	7/31/24	
Montclair Elementary School	Arellano	Noemi	0	University of Arlington	BA	Teacher	7/31/24	

**July 2024  
Professional New Hires List**

School/Dept.	Last Name	First Name	Exp	College	Degree	Job Title	Effective Date	Notes
Montclair Elementary School	Penuela Hernandez	Silvana	0	Texas Tech. University	BS	Teacher	7/31/24	
Naaman Forest High School	Blanton	Amanda	0	University of North Texas	BA	Teacher	7/31/24	
Naaman Forest High School	Morovick	Timothy	0	Ottawa University	BA	Teacher	7/15/24	
Naaman Forest High School	Mugrage	Brandon	9	University of Texas	BS	Teacher/Coach	7/15/24	
Naaman Forest High School	Duck	Kenneth	25	Texas A & M University	BS	Teacher/Coach	7/15/24	FYO only during 2023-2024, returning for 2024-2025
Northlake Elementary School	Westlund	Aliyah	5	Doane University	BA	Teacher	7/31/24	
Roach Elementary School	Waliyy	Hidiya	1	University of Georgia	BS	Speech Language Pathologist	7/31/24	
Sachse High School	McLeroy	Lisa	14	Abilene Christian University	BA	Teacher	7/31/24	
Sachse High School	Jones	DAjuan	0	University of Arkansas at Monticello	BS	Teacher	7/15/24	
				The University of Texas Permian Basin	MBA			
Sachse High School	Kinney	Brekke	7	University of North Texas	BA	Teacher	7/31/24	
Sachse High School	McGuire	Timothy	17	Amberton University	BS	Teacher	7/26/24	
Sellers Middle School	Henriquez	Erika	9	University of North Texas	BA	Speech Language Pathologist	7/31/24	
Sewell Elementary School	Grande	Valerie	1	Texas Tech. University	BA	Teacher	7/31/24	
Sewell Elementary School	Rodriguez	Savannah	3	California State University	BA	Teacher	7/31/24	
Sewell Elementary School	Arballo	Yesenia	5	University of North Texas	BA	Teacher	7/31/24	
Sewell Elementary School	Macon	Kayla	2	Texas University of North Texas	BS	Teacher	7/31/24	
Sewell Elementary School	Paxton	Kandace	1	University of Texas	BS	Teacher	7/31/24	FYO only during 2023-2024, returning for 2024-2025 NCI
Shugart Elementary School	Cecena	Yazmin	18	American International College of Mexico	BA	Teacher	7/31/24	
Shugart Elementary School	Allen	Jessica	0	N/A	N/A	Teacher	7/31/24	CAPE Instructor for 2024-2025 school year
Shugart Elementary School	Ovalle	Shannon	0	N/A	N/A	Teacher	7/31/24	CAPE Instructor for 2024-2025 school year
Spring Creek Elementary School	Winstead	Rachel	4	University of North Texas	BA	Teacher	7/31/24	
Toler Elementary School	Williams	Sharod	0	Coker College	BS	Teacher	7/31/24	
				Coker College	MBA			
Walnut Glen Academy for Excellence	Ceballos	Roger	17	Columbia College	BA	Principal	7/15/24	
				Columbia College	MA			

**July 2024**  
**Resignation and Retirement List - Paraprofessionals**

<b>ParaProfessional Resignation/Retirements:</b>	<b>Approved to Date: 312</b>
<b>July 2024</b>	<b>Current: 31</b>
	<b>Total: 343</b>

<u>School/Dept.</u>	<u>Name</u>	<u>Job Title</u>	<u>Experience</u>	<u>Reasons</u>	<u>Effective Date</u>
Abbett Elementary School	Mayes, Sherron	Secretary Principal	25 years with GISD	Retirement/TRS	6/11/2024
Beaver Technology Center for Math & Science	Lopez Cortes, Vanessa	Aide/Emergent Bilingual Instructional	1 year with GISD	Resignation/Personal	5/31/2024
Bussey Middle School	Underwood, Cynthia	Secretary Principal	30 years with GISD	Retirement/TRS	10/21/2024
Cisneros Prekindergarten	Ramirez, Jacqueline	Aide Sped ECSE Prekindergarten	3 years with GISD	Resignation/Not working	4/12/2024
Classical Center at Brandenburg Middle School	Rivas, Lauren	Aide/ESL	3 years with GISD	Resignation/Personal	5/31/2024
Cooper Elementary School	Padilla, Elian	Aide Sped ABC	1 year with GISD	Resignation/Moving out of State	5/30/2024
Couch Elementary School	Perry, Deanna	Aide PE	1 year with GISD	Resignation/Professional Development	4/11/2024
Dr Marvin D Roden Technology Center	Smithey, Austin	Desktop Integration Specialist	1 year with GISD	Resignation/Other	7/15/2024
Garland High School	Martin, Diane	Counselor	25 years with GISD	Retirement/TRS	5/31/2024
Garland High School	Solorio, Loida	Accounting Clerk	6 years with GISD	Resignation/Personal	7/29/2024
GISD Employee Clinic	Delbosque, Jacqueline	Health Clinic Medical Assistant	5 years with GISD	Resignation/Career Change	7/11/2024
Harris Hill Building	Nguyen, Angela	Secretary	1 year with GISD	Resignation/Career Change	5/28/2024
Harris Hill Building	Briones Bustos, Brenda	Accounting Specialist II	7 years with GISD	Resignation/Other Texas School	7/25/2024
Hickman Elementary School	Baziz, Hafida	Aide/SPED ALE	5 years with GISD	Resignation/Health Reasons	5/31/2024
Lakeview Centennial High School	Joseph, Breiron	Aide/Library	5 years/3 years with GISD	Resignation/Health Reasons	5/31/2024
Lakeview Centennial High School	Sosa, Celestino	Color Guard Specialist	25 years/1 year with GISD	Resignation/Career Change	5/31/2024
Luna Elementary School	Montemayor, Nicholas	Aide/PE	2 years with GISD	Resignation/Other Texas School	7/15/2024
Maintenance Department	Fernandez, Jazel	Secretary Maintenance	2 years with GISD	Resignation/Moving out of State	6/30/2024
Montclair Elementary School	Molina-Zuniga, Daniela	Data Clerk	2 years with GISD	Resignation/Personal	6/7/2024
North Garland High School	Parra, Teresita	Secretary Assistant Principal	4 years with GISD	Resignation/Personal	6/7/2024
Pearson Elementary School	Calderon, Rosario	Aide/Diagnostician	8 years with GISD	Retirement/TRS	7/30/2024
Rowlett High School	Fine, Monika	Aide/SPED ALE	4 years with GISD	Resignation/Other Texas School	5/31/2024
Sachse High School	Rawlings, Lisa	Aide/SPED ALE	10 years with GISD	Resignation/Career Change	5/31/2024
Schrade Middle School	Lindsey, Dsman	Aide/SPED ALE	1 year with GISD	Resignation/Career Change	5/31/2024
Sellers Middle School	Petersen, Harrell	Campus Technology Assistant	3 years/1 year with GISD	Resignation/Relocation	5/31/2024
Shorehaven Elementary School	Tastle, Carol	Secretary Principal	37 years with GISD	Retirement/TRS	6/11/2024
Toler Elementary School	Abusamra, Sonia	Aide/SPED ALE	3 years with GISD	Resignation/Professional Development	5/31/2024
Toler Elementary School	De La Rosa, Sindy	Aide/SPED ALE	3 years with GISD	Resignation/Professional Development	6/18/2024
Weaver Elementary School	Ali, Miriam	Aide/PK	2 years with GISD	Resignation/Other	5/31/2024
Weaver Elementary School	Smith, Kameron	Aide/PE	1 year with GISD	Resignation/Personal	5/31/2024
Weaver Elementary School	Muller, Donna	Secretary Principal	16 years/9 years with GISD	Resignation/Relocation	6/11/2024

**July 2024  
Resignation and Retirement List - Professionals**

<b>Professional Resignation/Retirements:</b>	<b>Approved to Date: 709</b>				
<b>July 2024</b>	<b>Current: 166</b>				
	<b>Total: 875</b>				
<b>School/Dept.</b>	<b>Name</b>	<b>Job Title</b>	<b>Experience</b>	<b>Reasons</b>	<b>Effective Date</b>
Abbett Elementary School	Sharp, Jordyn	Teacher/2nd Gr.	4 years/3 years with GISD	Resignation/Other Texas School	5/31/2024
Abbett Elementary School	Warren, Michael	Assistant Principal	21 years/1 year with GISD	Resignation/Career Change	6/25/2024
Armstrong Elementary School	Freeman, Melanie	Teacher/Kindergarten	5 years/2 years with GISD	Resignation/Other	5/31/2024
Armstrong Elementary School	McCabe, Susan	Diagnostician	21 years/5 years with GISD	Resignation/Moving out of State	5/31/2024
Austin Academy for Excellence	Grimm, Larry	Teacher/Math 7th & 8th Gr.	2 years with GISD	Resignation/Personal	5/31/2024
Austin Academy for Excellence	Harrison, Alex	Teacher/Assistant Band	9 years with GISD	Resignation/Relocation	5/31/2024
Austin Academy for Excellence	Scott, Melanie	Teacher/Math 7th & 8th Gr.	8 years/2 years with GISD	Resignation/Other Texas School	5/31/2024
Austin Academy for Excellence	Strickland, Linda	Teacher/SPED Resource IDEA B	29 years/16 years with GISD	Resignation/Other Texas School	5/31/2024
Austin Academy for Excellence	Wis, Margaret	Teacher/Band	43 years/37 years with GISD	Retirement/TRS	5/31/2024
Back Elementary School	Marquez, Carolina	Teacher/Prekindergarten	15 years/14 years with GISD	Resignation/Other Texas School	5/31/2024
Back Elementary School	Schultz, Amy	Campus Facilitator IDEA B	31 years/8 years with GISD	Resignation/Other Texas School	5/31/2024
Bullock Elementary School	McDaniel Milner, Valarie	Teacher/1st Gr.	2 years with GISD	Resignation/Personal	5/31/2024
Bussey Middle School	Brannon, Kennedy	Teacher/Reading 7th & 8th Gr.	2 years with GISD	Resignation/Other Texas School	5/31/2024
Bussey Middle School	Broussard, LaShona	Instructional Coach Title I	26 years/5 years with GISD	Resignation/Other Texas School	5/31/2024
Bussey Middle School	Cole, Lorenzo	Teacher/In School Suspension	25 years/1 year with GISD	Resignation/Relocation	5/31/2024
Bussey Middle School	Hodnik, Christin	Teacher/Reading 7th & 8th Gr.	17 years/8 years with GISD	Resignation/Personal	5/31/2024
Bussey Middle School	Maxie, Brandon	Principal	15 years/10 years with GISD	Resignation/Personal	6/30/2024
Bussey Middle School	McDorman, Elizabeth	Assistant Principal	11 years/6 years with GISD	Resignation/Other Texas School	6/7/2024
Bussey Middle School	Stephens, Landen	Teacher/PE Coach	3 years with GISD	Resignation/Other Texas School	5/31/2024
Caldwell Elementary School	Shreves, Kathryn	School Nurse	6 years with GISD	Resignation/Relocation	5/31/2024
Carver Elementary School	Marquez, Liliana	Principal	13 years/11 years with GISD	Resignation/Other	6/27/2024
Cisneros Prekindergarten School	Clack, Elsa	Assistant Principal	15 years/7 years with GISD	Resignation/Career Change	6/25/2024
Classical Center at Brandenburg Middle School	Cammack, Kacie	Teacher/Math 7th & 8th Gr.	2 years with GISD	Resignation/Other Texas School	5/31/2024
Classical Center at Brandenburg Middle School	Pinkston, Cassidy	Teacher/Dance	5 years with GISD	Resignation/Other Texas School	5/31/2024
Classical Center at Brandenburg Middle School	Velasquez, Nichole	Teacher/Reading 6th Gr.	7 years/6 years with GISD	Resignation/Other Texas School	5/31/2024
Classical Center at Vial Elementary School	Battle, Yasmeen	Teacher/3rd Gr.	4 years/1 year with GISD	Resignation/Health Reasons	5/31/2024
Classical Center at Vial Elementary School	Wright, Leah	Counselor	12 years/5 years with GISD	Resignation/Other Texas School	5/31/2024
Club Hill STEM Elementary	Zeledon, Gilberto	Teacher/Bilingual 2nd Gr.	18 years/10 years with GISD	Resignation/Career Change	5/31/2024
Cooper Elementary School	Thar, Sui	Teacher 3rd Gr.	3 years/2 years with GISD	Resignation/Deceased	5/8/2024
Couch Collegiate Prep Elementary	Walker, Cristala	Teacher/1st Gr.	2 years with GISD	Resignation/Health Reasons	5/31/2024
Couch Elementary School	Kuba, Ginika	Teacher/3rd Gr.	1 year with GISD	Resignation/Spouse Transferred	5/31/2024
Couch Elementary School	Ramirez, Barbara	Teacher/SPED CBSE IDEA B	5 years/4 years with GISD	Resignation/Relocation	5/31/2024
Coyle Middle School	Amoah, Jenevieve	Teacher/Math 6th Gr.	6 years with GISD	Resignation/Other Texas School	5/31/2024
Coyle Middle School	Hughes, Joshua	Teacher/Social Studies 7th & 8th Gr.	19 years/5 years with GISD	Resignation/Other Texas School	5/31/2024
Coyle Middle School	McHenry, Heather	Teacher/Band	19 years/18 years with GISD	Resignation/Other Texas School	5/31/2024
Coyle Middle School	Osburn, Cody	Teacher/Math 7th & 8th Gr.	2 years with GISD	Resignation/Other Texas School	5/31/2024
Dr Marvin D Roden Technology Center	Jamerson, Felecia	Facilitator	36 years/35 years with GISD	Retirement/TRS	12/31/2024
Garland High School	Akinwande, Nelson	Teacher/Health Coach	7 years/2 years with GISD	Resignation/Relocation	5/31/2024
Garland High School	Barnes, Michael	Teacher/Mathematics	22 years/16 years with GISD	Retirement/TRS	12/31/2024
Garland High School	Larned, Bryan	Teacher/Mathematics Coach	16 years/1 year with GISD	Resignation/Other Texas School	5/31/2024
Garland High School	McKee, Mary	Teacher/Science	8 years/4 years with GISD	Resignation/Personal	5/31/2024
Garland High School	Oliver, John	Teacher SPED VOC ADJ COOR	21 years with GISD	Resignation/Deceased	5/9/2024
Garland High School	Oster, Ryan	Teacher/Assistant Band Director	4 years/2 years with GISD	Resignation/Career Change	5/31/2024
Garland High School	Pate, Joel	Teacher/Social Studies Coach	5 years with GISD	Resignation/Other Texas School	5/31/2024
Garland High School	Perish, Michael	Teacher/Mathematics Coach	5 years/1 year with GISD	Resignation/Career Change	5/31/2024
Garland High School	Raney, Kristi	Counselor	28 years/23 years with GISD	Retirement/TRS	5/31/2024

**July 2024  
Resignation and Retirement List - Professionals**

<b>School/Dept.</b>	<b>Name</b>	<b>Job Title</b>	<b>Experience</b>	<b>Reasons</b>	<b>Effective Date</b>
Garland High School	Sanders, Christopher (Kyle)	Teacher/Social Studies Coach	22 years/14 years with GISD	Resignation/Other Texas School	5/31/2024
Garland High School	Tellez, Vanessa	Teacher/SPED ALE	8 years/3 years with GISD	Resignation/Health Reasons	5/31/2024
Garland High School	Walker, Brian	Teacher/Social Studies Coach	5 years/3 years with GISD	Resignation/Other Texas School	5/31/2024
Garland High School	Warner, Hope	Teacher/Theater Arts	3 years/1 year with GISD	Resignation/Personal	5/31/2024
Gilbreath-Reed Career and Technical Center	Cowan, Erika	Teacher/Accounting Finance	3 years/1 year with GISD	Resignation/Personal	5/31/2024
Gilbreath-Reed Career and Technical Center	Neahr, Haley	Teacher/Medical Assistant EKG	5 years/3 years with GISD	Resignation/Career Change	5/31/2024
Golden Meadows Elementary School	Crenshaw, Julie	Teacher/SPED ALE	8 years/5 years with GISD	Resignation/Other Texas School	5/31/2024
Golden Meadows Elementary School	Smith, Andrea	Teacher/Bilingual 5th Gr.	28 years/12 years with GISD	Retirement/TRS	5/31/2024
Handley Elementary School	Lee, Renda	Teacher/3rd Gr.	21 years with GISD	Resignation/Other Texas School	5/31/2024
Harris Hill Building	Dudley, Kelly	Teacher/Early Literacy Support	20 years/10 years with GISD	Resignation/Other Texas School	5/31/2024
Harris Hill Building	Fontana, Deborah	Contracts Administrator	0 years with GISD	Resignation/Moving out of State	7/24/2024
Harris Hill Building	Reeves, Shannon	Leadership Instructional Design Facilitator RLA	20 years/18 years with GISD	Resignation/Other Texas School	5/31/2024
Harris Hill Building	Rehmani, Kathryn	Teacher/ESL Science Newcomer MS	5 years/2 years with GISD	Resignation/Other	5/31/2024
Harris Hill Building	Schmidt, Tobi	Director Elementary Integrated Math Science Studies TCLAS Title II	23 years with GISD	Resignation/End of Assignment	6/30/2024
Harris Hill Building	Shaver, Rachelle	Physical Therapist	8 years/2 years with GISD	Resignation/Other Texas School	5/31/2024
Harris Hill Building	Tucker, Joan	Speech Language Pathologist SPED	43 years/39 years with GISD	Retirement/TRS	6/18/2024
Harris Hill Building	Vallejo, Pamela	SPED Campus Support in Home Parent Trainer	18 years with GISD	Resignation/Relocation	5/31/2024
Harris Hill Building	Wiggins, Kishawna	Coordinator Human Resources	24 years/11 years with GISD	Resignation/Other Texas School	7/12/2024
Harris Hill Building	Wilson, Brittany	Teacher/Curriculum Support TCLAD	15 years/2 years with GISD	Resignation/Career Change	5/31/2024
Heather Glen Elementary School	O'Hara, Corinne Elaine	Teacher/Kindergarten	9 years/4 years with GISD	Resignation/Unsatisfied with Job	5/31/2024
Herfurth Elementary School	Martinez, Leah	Assistant Principal	23 years/19 years with GISD	Resignation/Other Texas School	6/25/2024
Hickman Elementary School	Gardner, Dulce	Teacher/1st Gr.	2 years with GISD	Resignation/Other Texas School	5/31/2024
Hillside Academy for Excellence	Doan, Julie	Teacher/1st Gr.	4 years with GISD	Resignation/Not Working	5/31/2024
Houston Middle School	Bodziony, Angela	Teacher/SPED Content Mastery Inclusion	18 years/17 years with GISD	Resignation/Relocation	5/31/2024
Houston Middle School	Katherine Mason, Mary	Teacher/Social Studies 7th & 8th Gr.	2 years with GISD	Resignation/Other Texas School	5/31/2024
Houston Middle School	Perales, Joe	Teacher/Math 6th Gr.	24 years/3 years with GISD	Resignation/Other	5/31/2024
Houston Middle School	Reyes, Ivan	Teacher/Social Studies 6th Gr.	17 years/2 years with GISD	Resignation/Other Texas School	5/31/2024
Hudson Middle School	Frazier, Carlisza	Teacher/English 6th Gr.	8 years/7 years with GISD	Resignation/Other Texas School	5/31/2024
Jackson Technology Center for Math & Science	Donnelly, Jordan	Teacher/Social Studies 6th Gr.	3 years/0 years with GISD	Resignation/Other Texas School	5/31/2024
Keeley Elementary School	Hall, Arlene	Teacher/3rd Gr.	9 years/8 years with GISD	Retirement/TRS	5/31/2024
Kimberlin Academy for Excellence	Clare, Leahlyn	Teacher/3rd Gr.	11 years/4 years with GISD	Resignation/Other Texas School	5/31/2024
Lakeview Centennial High School	Allison, Kimberly	Teacher/English	13 years/5 years with GISD	Resignation/Other Texas School	5/31/2024
Lakeview Centennial High School	Edwards, Jahmikal	Teacher/Health Coach	8 years/2 years with GISD	Resignation/Other Texas School	5/31/2024
Lakeview Centennial High School	Eguavoen, Osayuki	Teacher/Mathematics Coach	7 years/1 year with GISD	Resignation/Other Texas School	5/31/2024
Lakeview Centennial High School	Glover, Lindsey	Teacher/Social Studies	2 years with GISD	Resignation/Personal	5/31/2024
Lakeview Centennial High School	Hatch, Jarrod	Teacher/Comm Graphics	5 years with GISD	Resignation/Other Texas School	5/31/2024
Lakeview Centennial High School	Ingram, Nakethia	Teacher/Family Consumer Sciences	7 years/5 years with GISD	Resignation/Moving out of State	7/13/2024
Lakeview Centennial High School	McNeil, Aaron	Teacher/Social Studies Coach	29 years/2 years with GISD	Retirement/TRS	5/31/2024
Lakeview Centennial High School	Owens, Radarius	Teacher/Avid Coach	7 years/1 year with GISD	Resignation/Other Texas School	5/31/2024
Lakeview Centennial High School	Page, Jaclynn	Teacher/Health Coach	7 years with GISD	Resignation/Moving out of State	5/31/2024
Lakeview Centennial High School	Singleton, Shirlene	Campus Facilitator IDEA B	28 years/20 years with GISD	Retirement/TRS	5/31/2024
Liberty Grove Elementary School	Kienitz, Kaprice	Librarian	28 years/24 years with GISD	Retirement/TRS	5/31/2024
Lister Elementary School	Baldwin, Monica	Teacher/Art	4 years with GISD	Resignation/Career Change	5/31/2024
Lyles Middle School	Jernigan, Heavin	Teacher/Science 6th Gr. Coach	2 years with GISD	Resignation/Career Change	5/31/2024
Lyles Middle School	Mosby, Jimmy	Teacher/Choir	12 years/1 year with GISD	Resignation/Other Texas School	5/31/2024
Lyles Middle School	Reynolds, Darien	Teacher/Social Studies Coach 6th Gr.	1 year with GISD	Resignation/Relocation	5/31/2024
Memorial Pathway Academy	Hanna, Philip	Teacher/English	2 years with GISD	Resignation/Moving out of State	5/31/2024
Montclair Elementary School	Stone, Camden	Teacher/PE	26 years with GISD	Resignation/Relocation	5/31/2024
Naaman Forest High School	Collins, Zachary	Teacher/Business Education Coach	4 years/2 years with GISD	Resignation/Other Texas School	5/31/2024

**July 2024  
Resignation and Retirement List - Professionals**

<b>School/Dept.</b>	<b>Name</b>	<b>Job Title</b>	<b>Experience</b>	<b>Reasons</b>	<b>Effective Date</b>
Naaman Forest High School	Jackson, Everett	Behavior Intervention Specialist Title I	19 years with GISD	Resignation/Personal	5/18/2024
Naaman Forest High School	Jara-Simmons, Rosa	Teacher/Spanish	35 years/11 years with GISD	Resignation/Career Change	5/31/2024
Naaman Forest High School	McGill, Kevin	Teacher/Mathematics Coach	24 years with GISD	Resignation/Other Texas School	5/31/2024
Naaman Forest High School	Pridgett, Wayne	Teacher/Social Studies Coach	7 years with GISD	Resignation/Relocation	5/31/2024
Naaman Forest High School	Redd, Shonedra	Counselor	13 years/5 years with GISD	Resignation/Moving out of State	5/31/2024
Naaman Forest High School	Straka, Elliot	Teacher/Social Studies Coach	7 years/3 years with GISD	Resignation/Other Texas School	5/31/2024
Naaman Forest High School	Tristan, Francisco	Teacher/Technology Education	20 years/18 years with GISD	Resignation/Other Texas School	5/31/2024
Naaman Forest High School	Wang, Zhen	Teacher/Mandarin Chinese	10 years with GISD	Resignation/Not Working	5/31/2024
Naaman Forest High School	White, Austin	Teacher/Health Coach	10 years/2 years with GISD	Resignation/Other Texas School	5/31/2024
North Garland High School	Green, Cameron	Teacher/Band Director	12 years/9 years with GISD	Resignation/Professional Development	6/17/2024
North Garland High School	Heisch, Derrick	Teacher/English Coach	1 year with GISD	Resignation/Health Reasons	5/31/2024
North Garland High School	Henry, Lee	Teacher/Mathematics	25 years/20 years with GISD	Resignation/Moving out of State	5/31/2024
North Garland High School	Johnson, Christopher	Counselor	25 years/7 years with GISD	Resignation/Other Texas School	5/31/2024
North Garland High School	Jun, Eun	Teacher/Science	12 years with GISD	Resignation/Other Texas School	5/31/2024
North Garland High School	Pratt, Joan	Diagnostician	28 years/16 years with GISD	Resignation/Other Texas School	6/6/2024
North Garland High School	Prince, Jaylan	Teacher/Business Coach	3 years/1 year with GISD	Resignation/Personal	5/31/2024
North Garland High School	Robinette, Bob	Teacher/Reassignment Room	38 years/30 years with GISD	Retirement/TRS	5/31/2024
North Garland High School	Silverthorn, Frederick	Teacher/SPED ALE	19 years/18 years with GISD	Resignation/Other Texas School	5/31/2024
North Garland High School	Sims, Jermaine	Teacher/PE Coach	3 years with GISD	Resignation/Relocation	5/31/2024
North Garland High School	Smith, Carlita	Teacher/SPED VOC ADJ COOR	31 years/25 years with GISD	Retirement/TRS	5/31/2024
North Garland High School	Tatum, John	Teacher/Social Studies Coach	24 years/5 years with GISD	Resignation/Personal	5/31/2024
North Garland High School	Walker, Bryan	Teacher/Mathematics Coach	2 years with GISD	Resignation/End of Assignment	5/31/2024
North Garland High School	Wofford, Jamie	Teacher/Social Studies Coach	8 years/4 years with GISD	Resignation/Unsatisfied with Job	5/31/2024
O'Banion Middle School	Anderson, Sarah	School Nurse	5 years/1 year with GISD	Resignation/Professional Development	5/31/2024
O'Banion Middle School	Posey, Manya	Teacher/Social Studies 6th Gr.	18 years/2 years with GISD	Resignation/Relocation	5/31/2024
O'Banion Middle School	Senderson, Andre	Teacher/Social Studies 7th & 8th Gr.	3 years with GISD	Resignation/Other Texas School	5/31/2024
Roach Elementary School	Cuesta, Denise	Teacher/Intervention Specialist Title I	19 years/16 years with GISD	Resignation/Other Texas School	5/31/2024
Rowlett High School	Davis, William	Teacher/Science Coach	19 years/3 years with GISD	Resignation/Other Texas School	5/31/2024
Rowlett High School	Foresee, Jonathan	Teacher/Mathematics	16 years/5 years with GISD	Resignation/Other Texas School	5/31/2024
Rowlett High School	Gumpf, Adam	Teacher/Social Studies Coach	15 years/2 years with GISD	Resignation/Other Texas School	5/31/2024
Rowlett High School	Hawkins, Rachel	Diagnostician	23 years with GISD	Resignation/Other Texas School	6/6/2024
Rowlett High School	Lange, Cheryl	Teacher/ESL	40 years/1 year with GISD	Resignation/Other Texas School	5/31/2024
Rowlett High School	Tydlaska, Justina	Teacher/Science	3 years with GISD	Resignation/Other Texas School	5/31/2024
Rowlett High School	Washington Hicks, Cherie	Teacher/SPED Resource Coach	17 years/1 year with GISD	Resignation/Career Change	5/31/2024
Sachse High School	Aguilar, Bryan	Teacher/Assistant Choir Director	1 year with GISD	Resignation/Unsatisfied with Job	5/31/2024
Sachse High School	Carter, Elaina	Teacher/Mathematics	13 years/8 years with GISD	Resignation/Other Texas School	5/31/2024
Sachse High School	McKethan, Brian	Teacher/Social Studies Coach	12 years/8 years with GISD	Resignation/Other Texas School	5/31/2024
Sachse High School	Mihecoby, Tena (Kathy)	Athletic Trainer	23 years/22 years with GISD	Resignation/Personal	5/31/2024
Sachse High School	Mullins, Amber	Teacher/Health Science Career Prep	14 years/10 years with GISD	Resignation/Career Change	5/31/2024
Sachse High School	Scrudder, Norris	Teacher/Technology Education	35 years/9 years with GISD	Resignation/Other Texas School	5/31/2024
Schrade Middle School	Blackwell, Jessica	Teacher/SPED ALE	3 years with GISD	Resignation/Other	5/31/2024
Schrade Middle School	Bush, Crystal	Assistant Principal	19 years/6 years with GISD	Resignation/Other Texas School	7/11/2024
Schrade Middle School	Mansfield, Kenneth	Teacher/Social Studies 7th & 8th Gr. Coach	1 year with GISD	End of Assignment	5/31/2024
Schrade Middle School	Norris, Angela	Teacher/Math 7th & 8th Gr.	1 year with GISD	Resignation/Relocation	5/31/2024
Sellers Middle School	Espinoza, Elizabeth	Teacher/Reading 7th & 8th Gr.	7 years/5 years with GISD	Resignation/Career Change	5/31/2024
Sellers Middle School	Gamez, Priscilla	Teacher/SPED FBE	17 years with GISD	Resignation/Private School	5/31/2024
Sellers Middle School	Garrett, Sean	Teacher/PE Coach	11 years with GISD	Resignation/Other Texas School	5/31/2024
Sellers Middle School	Gibbs, Kylie	Teacher/Science 7th & 8th Gr.	6 years with GISD	Resignation/Other Texas School	5/31/2024
Sellers Middle School	Gordy, Mia	Teacher/Theater	2 years with GISD	Resignation/Career Change	5/31/2024

**July 2024  
Resignation and Retirement List - Professionals**

<b>School/Dept.</b>	<b>Name</b>	<b>Job Title</b>	<b>Experience</b>	<b>Reasons</b>	<b>Effective Date</b>
Sellers Middle School	Koerner, Donald	Instructional Coach Title I	9 years with GISD	Resignation/Other Texas School	6/25/2024
Sellers Middle School	Miller, Cameron	Teacher/SPED Resource	7 years with GISD	Resignation/Other Texas School	5/31/2024
Sellers Middle School	Olvera, Marco	Teacher/English 7th & 8th Gr.	2 years with GISD	Resignation/Other	5/31/2024
Shorehaven Elementary School	Espada, Jose	Speech Language Pathologist SPED	10 years/7 years with GISD	Resignation/Professional Development	5/31/2024
South Garland High School	Barker, Kiera	Teacher/Reading	3 years with GISD	End of Assignment	5/31/2024
South Garland High School	Castillo, Andrew	Teacher/Auto Collision Repair	9 years/3 years with GISD	Resignation/Unsatisfied with Job	5/31/2024
South Garland High School	Dawson, Shanika	Teacher/English	20 years/8 years with GISD	Resignation/Personal	5/31/2024
South Garland High School	McGee, Timothy	Teacher/Social Studies	3 years with GISD	Resignation/Other Texas School	5/31/2024
South Garland High School	Plancic, Sanel	Teacher/Science Coach	1 year with GISD	Resignation/Career Change	5/31/2024
South Garland High School	Tijerina Escobar, Claudia	Teacher/Cosmetology	18 years/7 years with GISD	Resignation/Other Texas School	5/31/2024
South Garland High School	Warren, Sarah	Teacher/English	15 years/11 years with GISD	Resignation/Moving out of State	5/31/2024
South Garland High School	Whittington, Darias	Teacher/Health Coach	1 year with GISD	Resignation/Relocation	5/31/2024
Southgate Elementary School	Calderon, Erika	Teacher/Bilingual 3rd Gr.	19 years/3 years with GISD	Resignation/Other Texas School	5/31/2024
Southgate Elementary School	Mercado Garcia, Alicia	Teacher/Bilingual 5th Gr.	1 year with GISD	Resignation/Career Change	5/31/2024
Spring Creek Elementary School	Cook, Robert	Teacher/2nd Gr.	25 years/1 year with GISD	Resignation/Personal	5/31/2024
Spring Creek Elementary School	Quiroz Dubey, Juan Carlos	Teacher/Bilingual 3rd Gr.	17 years/6 years with GISD	Resignation/Other Texas School	5/31/2024
Stephens Elementary School	Counahan, Rebecca	School Nurse	2 years with GISD	Resignation/Personal	5/31/2024
Stephens Elementary School	Lopez, Angie	Teacher/Bilingual 4th Gr.	12 years/10 years with GISD	Resignation/Career Change	5/31/2024
Student Support and Specialized Services	Cain, Sally	Teacher/Dyslexia	2 years/1 year with GISD	Resignation/Personal	5/31/2024
Student Support and Specialized Services	De La Cruz, Raquel	Teacher/Dyslexia	13 years/6 years with GISD	Resignation/Other	5/31/2024
Webb Middle School	Reeves, Jacqueline	Teacher/Reading 6th Gr.	7 years with GISD	Resignation/Unsatisfied with Job	5/31/2024
Webb Middle School	Webber, Paul	Teacher/Art	3 years/2 years with GISD	Resignation/Health Reasons	5/31/2024



## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024  
**Presented By:** Lisa Ray, General Counsel  
**Subject:** Approve Revisions to the Board Operating Procedures

### Action Item

#### **Executive Summary:**

The Policy Advisory Group met for the several months to discuss revisions to the Board Operating Procedures. The revisions were brought to the Board of Trustees at the June board meeting last month for discussion and first read. This is the finalized version brought for second, final read and for approval.

A few of the changes include the following:

- Protocol for placing items on an agenda;
- Outlining that board actions can be noted either by minutes or recording;
- Aligning committee structures with existing policy;
- Superintendent and Board Services Manager supervision and evaluation;
- Procedures for Board officer elections;
- Travel guidelines

#### **Administrative Recommendations:**

For approval.

#### **Financial Impact and Funding Source:**

N/A if does not apply



# BOARD OF TRUSTEES

OF THE

GARLAND INDEPENDENT SCHOOL DISTRICT

# OPERATING PROCEDURES

*Revised July 2024*

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## **BOARD GOVERNANCE**

The Board shall constitute a body corporate and shall have the exclusive power to govern and oversee the management of the public schools of the District. *Education Code 11.051(a), 11.151(b)*  
No Board Member or officer has authority outside the Board meeting.

*Policy Ref: BA (LEGAL)*

## **BOARD MISSION AND GOALS**

The Board shall approve and periodically review the District's mission and goals to improve student performance. The Board must approve Board goals and recurring agenda items calendar for board action items by the end of August. The mission, goals and the approved District and campus objectives shall be mutually supportive and shall support the state goals and objectives under Education Code, Chapter 4.

*Policy Ref. BQ (LOCAL)*

*(Board of Trustees' Goals are included in Appendix)*

A Retreat and/or Workshop may be scheduled as necessary to develop and/or revise the Board Goals.

## **BOARD MEETINGS**

Scheduled meetings shall normally be held on the second and fourth Tuesdays of each month. When determined necessary and for the convenience of Trustees, the Board President may change the date or time of a regular meeting. The notice for that meeting shall reflect the changed date or time.

The time and place of special and emergency meetings shall be as set out in the notice for the meeting.

The President of the Board shall call special meetings at the President's discretion or on request by three members of the Board and/or Superintendent.

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

### **The Agenda**

Before the official agenda is finalized for any meeting, the Superintendent and Board Service Manager shall consult the Board President to ensure that the agenda and the topics included meet with the President's approval. The agenda will be reviewed by counsel before posting. Any Trustee may request that a subject be included on the agenda for an upcoming meeting during the "Future Agenda Items", and the Superintendent shall include on the preliminary agenda of the meeting all Trustee requested topics that have been timely submitted. The Agenda Review Advisory Group shall prepare and review the agenda for all Board meetings in a timely manner.

## **Notice to Trustees**

Trustees shall be given notice of regular and special meetings at least 72 hours prior to the scheduled time of the meeting and at least two hours prior to the time of an emergency meeting, unless otherwise provided by state laws and regulations and/or the Texas Attorney General.

Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, as provided by law. [See BEC]

## **Closed Meeting/Executive Session**

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

Trustees can only discuss those items listed on the closed session agenda and as limited by law. Trustees must comply with confidentiality requirements. Trustees who disclose confidential information discussed during closed session violate the Board Member Code of Ethics. Depending upon the nature of the information and the method by which it is released, a Trustee could be held liable for both civil and criminal sanctions. Any Executive Session topics requiring action must be voted on in public session.

*Policy Ref: BED (LOCAL)*

## **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 Trustees.

## **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 Trustees present.

## **Voting**

Voting shall be by voice vote, electronic means, or show of hands, as directed by the President or the presiding officer.

When a vote is not unanimous, the presiding officer may poll the Board. Any Trustee may abstain from voting, and a Trustee's vote or failure to vote shall be recorded upon that Trustee's request. [See BDAA (LOCAL) for the Board President's voting rights]

## **Consent Agenda**

A consent agenda shall include those unmodified items of a routine and/or recurring nature grouped together under one action item. All such items shall be acted upon by one vote without separate discussion, unless a Trustee 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 either be noted by minutes or by recording. The minutes and recordings of the Board shall be retained on file in the office of the Superintendent and shall be available for examination during scheduled office hours.

## **Discussions and Limitations**

Discussions shall be addressed to the President of the Board 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 President shall not interfere with debate so long as Trustees wish to address themselves to an item under consideration.

*Policy Ref: BE (LOCAL)*

## **Public Forum**

At all called, posted and noticed meetings the Board shall schedule a time to hear input from citizens in accordance with the Texas Open Meetings Act. Audience participation at a Board meeting is limited to the portion of the meeting designated to receive public comment in accordance with Board Policy BED(LOCAL). Public Forum shall occur at the beginning of the meeting. Except as permitted by Board Policy BED (LOCAL) and shall not exceed three minutes per speaker.

At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

At regular Board meetings, the Board shall permit public comment, regardless of whether the topic is an item on the agenda posted with notice of the meeting. At all other Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the presiding officer or Board Service Manager before the meeting begins, shall fully fill out the comment cards provided by the District, and shall indicate the agenda item or topic on which they wish to address the Board.

*Policy Ref: BED (LOCAL)*

## **Complaints and Concerns**

The presiding officer or designee shall determine whether a person addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the person shall be referred to the appropriate policy (see list below) to seek resolution:

Employee complaints: DGBA Series

Student or parent complaints: FNG Series

Public complaints: GF Series

## **Board's Response**

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

## **Board's Prerogative to Invite Input**

These guidelines shall not prevent the Board from consulting with persons who have information that is germane to the topics under consideration. Such persons may be invited by the Board and may include attorneys, architects, professional educators, business persons, and

patrons.

*Policy Ref: BED (LOCAL)*

### **Trustees' Participation at Meeting via Video Conferencing**

Trustees are expected to be in attendance and present at each meeting of the Board. However, state law expressly provides that Trustees may participate via videoconferencing. As such, the Board has determined that each Trustee may participate via Videoconferencing at up to two meetings per district fiscal year. The Trustee wishing to participate via videoconferencing shall provide the Board President and Board Clerk Board Service Manager advance notice, at least 24 hours prior to the meeting. Such participation will be done in accordance with the Texas Open Meetings Act and other rules in this area. The Board may continue the meeting without a videoconferencing Trustee if the audio or video connection is lost and a quorum remains at the physical location of meeting. The videoconferencing Trustee shall be considered absent from any portion of the meeting during in which the audio or video communication with the Trustee is lost.

Prior to participating in closed executive session by videoconferencing, the Trustee asking to participate remotely shall certify to the Board that he or she is the only person who can hear or see the closed portion of the meeting and that he or she is not recording the closed session.

This section does not apply to exceptions made under the Texas Open Meetings Act and/or the Texas Attorney General in the event of an emergency, in which case the Board will comply with applicable statutes, regulations and/or orders, including but not limited to, orders by the Texas Attorney General.

### **Disruption**

The Board shall not tolerate disruption of the meeting by members of the audience. Attendees shall not bring posters, banners, or other items that might disrupt the meeting. If, after at least one warning from the presiding officer, any person continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the person removed from the meeting. All individuals attending meetings will be expected to comply with applicable guidelines from the District regarding emergency procedures and/or in accordance with executive orders issued by duly authorized local, state and/or federal authorities.

*Policy Ref: BED (LOCAL)*

## **BOARD COMMITTEES AND COMMITTEE MEETINGS**

The Board President shall appoint Trustees to the following standing committees: Academic and District Affairs Committee and Finance, Facilities and Operations Committee. The Board Committee meetings are held on the second Tuesday of the month. In consultation with the Board President, the Superintendent or designee shall determine the time and order of the committee meetings to best accommodate the schedule of Board members and administration, and may change the date, time, and location with proper notice. Committee meetings shall be recorded, posted and noticed in accordance with Texas Open Meetings Act.

The Board President shall name three Board members to serve on each committee and appoint one of the three Board members to serve as a committee chair. The Board President shall not serve as a committee chair but may fill in for a committee member absent adequate Board member representation at a committee meeting. Any chair of one of the standing committees shall not be eligible for service on another standing committee.

The goal of the committees shall be to receive information, discuss, and analyze information issues brought by administration.

The chairperson of each standing committee shall set the agenda for committee meetings in conjunction with administration. Each chairperson shall update the Board regarding items taken up by the committee and advancement of agenda items for action at the board meeting.

### **Academic and District Affairs Committee**

The function of the District's Academic and District Affairs committee shall be to counsel and work with the Superintendent and staff in the formulation of recommendations to the Board in:

1. Instructional matters related to policy;
2. Curriculum matters related to policy;
3. Campus and District leadership;
4. Research, assessment, and accountability of student performance;
5. Communication and public relations;
6. Community relations and the Garland ISD Education Foundation;
7. Extracurricular activities;
8. Desegregation plans and related court orders;
9. Special committees / additional committee assignments.

### **Finance, Facilities and Operations Committee**

The function of the Finance, Facilities and Operations committee shall be to counsel and work with the Superintendent and staff in the formulation of recommendations to the Board in the following areas:

1. Establish financial performance goals and the process for the Board to monitor:
  - a. Overall stewardship of District funds;
  - b. Financial reporting and management;
  - c. Budget development and monitoring;
  - d. Internal controls;
  - e. Student nutrition services; and
  - f. Human resources management and monitoring.
2. Work with the Superintendent and staff in the formulation of recommendations to the Board in the following areas:
  - a. Architect selection;
  - b. New school sites;

- c. Bond programs;
- d. New buildings;
- e. Renovations;
- f. Security;
- g. Maintenance and custodial services;
- h. Transportation management and monitoring;
- i. Curtis Culwell Center management; and
- j. Use of school facilities by community groups.

The Board President may appoint additional special committees as necessary to fulfill specific assignments. Special committees shall report their findings to the Board and shall be dissolved upon completion of the assigned task or vote of the Board.

*Policy Ref: BDB (LOCAL)*

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## **BOARD ADVISORY GROUPS**

The Board President shall appoint Trustees to the following Board Advisory Groups: Agenda Review, Policy and Internal Audit. Each Advisory Group shall support the Superintendent and/or designee(s) with recommendations for Board review at committee meetings or regularly scheduled meetings.

### **Agenda Review**

Agenda Review: The function of the Agenda Review Advisory Group shall be to collaborate with the Superintendent in the formulation of the agenda for Regular Board Meetings.

### **Policy Review**

Policy Review: The function of the Policy Review Advisory Group shall be to collaborate with the Superintendent and/or designee(s) in the review of local and legal policies. The review of Board Operating Procedures shall be done biennium. This advisory group shall be comprised of three Board members, including:

- The Board President;
- One member from the current Finance, Facilities, and Operations committee; and  
One member from the Academic and District Affairs committee.

### **Internal Audit**

Internal Audit: The function of the Internal Audit Advisory Group shall be to collaborate with the Superintendent and staff in the formulation of recommendations to the Board in the following areas:

1. Assist the Board in discharging its oversight responsibility;
2. Review, revise, and approve the internal audit plan for the upcoming year;
3. Meet periodically with the internal auditor and review all reports and direct corrective action or improvements, if necessary and consistent with the Texas Open Meetings Act;
4. Review communications from the internal auditor; and
5. Receive updates on the implementation of internal audit recommendations.

This advisory group shall be comprised of three Board members, including:

- The Board President;
- One member from the current Finance, Facilities, and Operations committee; and
- One member from the Academic and District Affairs committee.

## **BOARD RELATIONSHIPS**

### **Trustees**

Trustees must comply with applicable provisions of the Texas Open Meetings Act with regard to their communications. Trustees may use mail, email, voice mail, text messaging, fax, phone, special committee meetings or personal contact to communicate with each other individually; however, Trustees shall never circumvent and/or attempt to circumvent the Texas Open Meetings Act by meeting, talking, texting or e-mailing one another in a group large enough to constitute an official meeting, typically four (4) or more. In email or text messaging, "Reply All" must be avoided. Trustees who wish to disseminate information to the Board as a whole will contact the Board President and carbon copy the Board Service Manager and Superintendent prior to distribution to Trustees.

Trustees who participate in social media such as, but not limited to, Facebook, Google, LinkedIn or Twitter, should be careful to avoid online conversations that could be construed as speaking for the Board or constituting an online Board meeting. Trustees using personal social media accounts should clearly indicate any communications posted by the Trustee is on their own behalf and not on behalf of the Board and/or District. Trustees should not utilize District social media without approval from the Superintendent or designee.

### **Expressing Concern About A Trustees' Performance**

Trustees are encouraged to express concerns about another Trustee's performance. If addressing the issue directly with the member does not resolve the concern, then discussion with the Board President is appropriate. The steps below should be followed:

1. The Board President shall discuss the concern with the Board Member in question on behalf of the reporting Board Member or shall moderate a discussion between the members. If a quorum of the Board is involved, the meeting must be posted and conducted in accordance with the Texas Open Meetings Act.
2. The President shall remind the Board Member whose behavior is in question about Board Policies including, but not limited to, the adopted Code of Ethics and identify non-compliance, if any, with the Code. The discussion also will identify more appropriate alternatives to the conduct and/or conduct at issue or refer the Board Member to policies or procedures that outline approved ways to deal with the issue that prompted the conduct and/or concern.
3. If the Board Member in question does not believe his or her behavior is in conflict with District Policies, including but not limited to, the Board's Code of Ethics, an Agenda Item specifying "Evaluation of Individual Board Member Performance" may be listed on the Agenda for the upcoming Board Meeting.
4. The matter will be discussed by the full Board in Closed Session in an attempt to clearly identify the conduct and/or concern and discuss possible solutions or alternative approaches that may have a more positive impact on team cohesion and effectiveness.

If the concern involves the Board President, a Board Member may discuss his or her concerns with the Board Vice President, following the process outlined above to the extent possible. Generally speaking, when concerned about a Board Member's behavior, Board Members agree the best practice is to:

- Not take concerns about fellow Board Members to the Superintendent.
- Not speak about concerns regarding individual members with individuals outside of the Board and/or otherwise in compliance with the Texas Open Meetings Act.
- Not speak negatively about another Board Member, Superintendent, or staff in the community.
- Follow the steps outlined herein and in Board Policy.

### **Assisted Board Dialogue**

In the event an issue cannot be constructively resolved, the Board may consider engaging a third party outside Facilitator.

### **Informal or Social Meetings**

When a quorum of Board members gathers in an informal setting, such as a social occasion, it will not be subject to the requirements of the Open Meetings Act if the members do not engage

in a verbal exchange about public business or policy. The Open Meetings Act expressly excludes gatherings of a “quorum of a governmental body at a social function unrelated to the public business that is conducted by the body.” The definition also excludes from its reach the attendance by a quorum at certain other events such as a regional, state or national convention or workshop, ceremonial events, press conferences, and a candidate forum, appearance, or debate to inform the electorate. In both instances, there is no “meeting” under the Act “if formal action is not taken and any discussion of public business is incidental to the social function, convention, workshop, ceremonial event, or press conference.”

## **ADDRESSING ISSUES INVOLVING BOARD MEMBER’S OWN CHILDREN**

While Members of the Board of Trustees have no authority as individuals, it is sometimes difficult for staff members to see them as ordinary parents. Therefore, Board Members should adhere to the following:

1. Board Members should make it clear that they are acting as a parent.
2. Board Members should not request nor accept extra consideration for their own children, or the children of other Trustees, based on their position.
3. Board Members must comply with applicable Board Policies, including but not limited to, the Code of Ethics, when acting on behalf of their own children, or with regard to the children of other Trustees.

Board Members will follow the same chain of command as non-Board Members.

## **PERSONNEL**

### **Avoidance of Micromanagement**

Trustees should avoid personal involvement on the activities the Board has delegated to the Superintendent or that by law are the Superintendent’s responsibilities. Trustees must not direct staff other than the Superintendent, Board Service Manager and Internal Auditor.

*Policy Ref: BBF (LOCAL)*

### **Superintendent**

The Superintendent shall keep Trustees informed of significant District issues as they arise in accordance with the Texas Open Meetings Act. The Superintendent will respond in a timely and complete manner to Board request for information sent through the proper chain of command. The Superintendent will communicate information to all Trustees in a timely and complete manner, including requests from the Board President. Consistent with BJA (LOCAL), questions submitted to the Superintendent via email or other electronic means should NOT be sent simultaneously to the entire Board or communicated in a manner in violation of the Texas Open Meetings Act.

Trustees will keep the Superintendent informed of concerns in a timely manner. It is the Superintendent's job to act and resolve situations. Trustees should not violate the chain of command, causing disrespect and unclear expectations between the Staff, Superintendent, and Board.

*Policy Ref: BJA (LOCAL)*

## **Evaluation Instrument**

The instrument used to evaluate the Superintendent shall be based on the Superintendent's job description [see BJA (LOCAL)] and performance goals and shall be adopted by the Board. There shall be a formative and summative evaluation. The Superintendent's performance goals shall be presented to Trustees for approval, additions and modifications. Each goal shall have measurements to review for summative evaluation and preparation for a written evaluation document.

## **Written Evaluation**

The Board shall prepare a written evaluation of the Superintendent at annual or more frequent intervals.

The Board shall furnish the Superintendent with a copy of the completed evaluation and shall discuss its conclusions with the Superintendent in a closed meeting held in accordance with the Texas Open Meetings Act.

### **A. Objectives**

The Board shall strive to accomplish the following objectives in conducting the Superintendent's written evaluation:

1. Clarify to the Superintendent his or her role, as seen by the Board.
2. Clarify to Trustees the Superintendent's role, according to the Board's written criteria, as expressed in the Superintendent's job description and the District's goals and objectives.
3. Foster an early understanding among new Trustees of the evaluation process and the Superintendent's current performance objectives and priorities.
4. Develop and sustain a harmonious working relationship between the Board and the Superintendent.
5. Ensure administrative leadership for excellence in the District.

### **B. Informal Evaluations**

The Board may at any time conduct and communicate oral evaluations to augment its written evaluations.

*Policy Ref: BJCD (LOCAL)*

## **Internal Auditor**

The Internal Auditor is responsible for planning, directing, and implementing the district's internal audit and investigative function ensuring compliance with accountability standards, laws, regulations, and policies. The Internal Auditor will also provide independent and objective appraisals and investigations of financial, data processing, and other relevant matters within the district. The Internal Auditor reports to the Board of Trustees functionally and the Superintendent administratively. Details of the Internal Auditor function are listed in local policy CFC (LOCAL).

*Policy Ref: CFC (LOCAL)*

## **Evaluation Instrument**

The instrument used to evaluate the Internal Auditor shall be based on the Internal Auditor's job description.

## **Board Service Manager**

The Board Service Manager is a direct report of the Superintendent, and administratively assigned to the Board of Trustees. The Board Services Manager will prepare and post agendas; coordinate materials; record, transcribe, and maintain minutes; organize and manage the routine work activities of an administrative office; provide clerical and administrative services to the President of the Board and Board of Trustees.

### **Evaluation Instrument**

The instrument used to evaluate the Board Services Manager shall be based on the Board Service Manager's job description, input from the Board of Trustees [where applicable] and the Superintendent.

## **OTHER PERSONNEL**

### **Employment of Contractual Personnel**

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.

### **Employment of Non-Contractual Personnel**

The Board delegates to the Superintendent final authority to employ and dismiss non-contractual employees on an at-will basis.

*Policy Ref: DC (LOCAL)*

## **ELECTIONS**

Any legal resident who meets the eligibility requirements in BBA (LEGAL) may become a candidate for membership on the Board. Information regarding the procedures for becoming a candidate may be obtained from the Board Service Manager's office.

Each Board position shall be identified by a place number. The application for candidacy shall indicate the place number filed for. The schedule of places and their expiration dates shall be as follows:

POSITIONS 1, 2, & 3	2016, 2019, 2022, 2025, etc.
POSITIONS 4 & 5	2017, 2020, 2023, 2026, etc.
POSITIONS 6 & 7	2018, 2021, 2024, 2027, etc.

Each place serves a three-year term. Trustees may succeed themselves in office without limit.

*Policy Ref: BBB (LOCAL)*

### **Board Officer Elections**

The Board shall elect a President, a Vice President, a Secretary, and an Assistant Secretary from members of the Board. Each officer should complete their annual required continuing education hours on time and/or completed one year of Board service. In addition, each officer shall commit to attending formal training of the specific officer position. Below are three options for Board Officer Elections:

Any Trustee who seeks to be elected as an officer shall inform the Board President of their intent that the Board Member is seeking to be elected as an officer; and the specific officer position the Board Member seeks. In addition, any Trustee can suggest a Trustee for an officer position. A closed Executive Session discussion will take place at the first Board Meeting in May/November regarding Trustees who have submitted Board Officer position interest. All actions to approve the Board Officers shall take place in an open meeting.

A vacancy among officers of the Board shall be filled by majority action of the Board.

Board officers shall serve for a term of one year or until a successor is elected. Officers may succeed themselves in office without limit. Each officer shall perform any legal duties of the office and other duties as required by action of the Board.

### **President**

In addition to the duties required by law, the President of the Board shall:

1. Preside at all Board meetings unless unable to attend.
2. Have the right to discuss, make motions and resolutions, and vote on all matters coming before the Board.
3. Appoint all Board committees, unless otherwise provided by policy or Board consensus. [See BDB]
4. Handle all media inquiries and requests for comment.
5. Mentor new Trustees and provide new Trustee orientation (may be delegated as appropriate).

### **Vice President**

The Vice President of the Board shall:

1. Act in the capacity and perform the duties of the President of the Board in the event of the absence or incapacity of the President.
2. Automatically become Board President if a vacancy in that office occurs.

### **Secretary**

The Secretary of the Board shall:

1. Ensure that an accurate record is kept of the proceedings of each Board meeting.
2. Ensure that notices of Board meetings are posted and sent as required by law.
3. In the absence of the President and Vice President, call the meeting to order and act as presiding officer.
4. Sign or countersign documents as directed by action of the Board.

### **Assistant Secretary**

The Assistant Secretary of the Board shall:

1. In the absence of the Board President, Vice President, and Secretary, call the meeting to order and act as presiding officer; and
2. Act in the capacity of and perform the duties of the Secretary in the event of the

absence or incapacity of the Secretary.

*Policy Ref: BDAA (LOCAL)*

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## **DISTRICT COMMUNITY REPRESENTATIONS**

Trustees are encouraged to serve on a variety of community committees and organizations throughout their tenure; or the Board President may solicit Trustees' interest input on their desired committee(s) of preference. Trustees may report their attendance at community events to the Board during the Trustees' Report at regular meetings.

## **COMMUNICATIONS**

### **Requesting Information Not Related to Agenda Items/Individual Access to Information**

An individual Trustee, acting in his or her official capacity, shall have the right to seek information pertaining to District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Texas Public Information Act.

### **Limitations**

Individual Trustees shall not have access to confidential student records unless the Trustee is acting in his or her official capacity and has a legitimate educational interest in the records in accordance with policies FL (LEGAL) and (LOCAL).

### **Requests for Records**

Individual Trustees shall seek access to records or request copies of records from the Superintendent or other designated custodian of records in writing. When a custodian of records other than the Superintendent provides access to records or copies of records to individual Trustees, the provider shall inform the Superintendent of the records provided.

In accordance with law, the District shall track and report any requests under this provision, including the cost of responding to one or more requests by any individual Trustee for 200 or more pages of material in a 90-day period.

### **Requests for Reports**

Trustees shall not direct or require District employees to prepare reports derived from an analysis of information in existing District records or to create a new record compiled from information in existing District records. Directives to the Superintendent or custodian of records regarding the preparation of reports shall be by Board action.

### **Confidentiality**

At the time Trustees are provided access to confidential records or to reports compiled from such records, the Superintendent or other District employee shall advise them of their responsibility to comply with confidentiality requirements. Information shared by the Superintendent to Board in executive session will be kept confidential until Superintendent notifies the Board that information is public.

*Policy Ref: BBE (LOCAL)*

## **Board's Attorney**

The Board shall retain an attorney or attorneys, as necessary, to serve as the District's legal counsel and representatives in matters requiring legal services. The Board may retain an attorney to act as the Board's counsel to represent the Board and its interests and to provide immediate and direct advice to the Board as a body corporate. The Board's counsel may assist with communication and coordination between the Board and the administration, including but not limited to, assisting with compliance with the Texas Open Meetings Act. The Board's counsel does not represent Board members individually. To avoid unnecessary expense, maintain a clear line of communication, and comply with the Texas Open Meetings Act, the Board's counsel will communicate with the Board President or his/her designee, as appropriate. If a Board member has a concern regarding the Board President requiring involvement of the Board's counsel, the Board member should direct the concern to Board's Vice President who will contact the Board's counsel.

## **RESPONDING TO COMMUNITY OR EMPLOYEE COMPLAINTS OR CONCERNS**

If employees, parents, students, or other members of the public bring concerns or complaints to an individual Trustee, he or she shall refer them to the Superintendent or another appropriate administrator, who shall proceed according to the applicable complaint policy. [See (LOCAL) policies at DGBA, FNG, and GF]

When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Trustee may request that the issue be placed on the agenda.

*Policy Ref: BBE (LOCAL)*

## **TRUSTEES' COMMUNICATIONS WITH THE MEDIA**

The Board recognizes the responsibility of the news media to provide to the community accurate and timely information concerning the objectives, achievements, needs, and conditions of District schools and their educational programs.

### **Board Meetings**

District officials shall cooperate with news media to ensure complete and accurate coverage of all Board meetings.

### **News Releases**

News releases of a political or controversial nature, as well as those concerning the overall operation of District schools, or the actions, policies, and positions of the District, or that involve more than one campus shall be made only by the Board or Superintendent or designee. The Board President serves as the spokesperson for the Board, unless otherwise designated.

*Policy Ref: GBBA (LOCAL)*

## TRUSTEES' VISITS TO CAMPUSES OR DISTRICT FACILITIES

Prominent notices shall be posted at each campus requiring all visitors to first report to the campus administrative office. This shall apply to parents, Trustees, volunteers, social service workers, invited speakers, maintenance and repair persons not employed by the District, vendors, representatives of the news media, former students, and any other visitors. When making an official campus visit, Trustees should wear their name badges or visitor's badge and follow all campus check in procedures.

Visits to individual classrooms during instructional time shall be permitted only with the superintendent's, principal's and teacher's prior approval, and such visits shall not be permitted if their duration or frequency interferes with the delivery of instruction or disrupts the normal school environment. Trustees are discouraged from scheduling campuses visits during state and district testing days.

Trustees are encouraged to visit with staff members and learn more about their responsibilities with the district but are never to give staff orders. If a Trustee has questions concerning performance of district staff, the questions should be directed to the Superintendent. Trustees should notify the school and Superintendent in advance of the visit if at all possible. Trustees should follow the chain of command for complaints, concerns and requests from staff members during a visit.

*Policy Ref: GKC (LOCAL)*

## TRAVEL GUIDELINES FOR TRUSTEES

Annually, the Board shall approve a budgeted amount (**maximum of \$10,000**) for each of the Board members' travel, professional development training, and reasonable expenses associated with their duties and responsibilities. Total expenses incurred shall not exceed the budgeted amount for such expenses as adopted by the Board for the fiscal year. In addition to the requirements in BBG (LEGAL) and (LOCAL), Trustees shall submit detailed, itemized receipts for reimbursement relevant to any incurred expenses during the District fiscal year (July 1- to June 30).

Trustees may attend conventions and conferences of organizations which are designed for the training and development of board members. Generally, a Board member may attend the TASA/TASB convention, TASB Summer Leadership Institute, and others that enhance their knowledge of governance, education, and leadership. Conference registration fees, housing, and airfare shall be paid by the district in advance.

Examples of budgeted travel expenditures may include the following:

- Trustees may attend annual state Conventions, and the Board's TASB representative(s) may attend appropriate TASB meetings.
- Trustees may attend national conference appropriate for school Trustees.
- Trustees may attend the Texas School Alliance meetings for Board members.
- Trustees may attend the North Texas Area Association of School Boards (NTAASB) meetings.
- Trustees may attend the Region X Education Service Center Board training sessions and/or meetings.
- Trustees may attend the legislative sessions and/or meetings of the State Board of Education as appropriate.
- Trustees may attend regional or state UIL activities representing the District.

- Trustees may attend local breakfast, lunch, or dinner meetings that are education-related or related to Board and/or District business.
- Hotel stays, when more conducive to participation, are allowable in Dallas or the Dallas/Fort Worth Metroplex.

## EXCEPTIONS NOT INCLUDED IN TRAVEL BUDGET

The following travel costs shall be budgeted separately and shall not be allocated against the Board's annual travel allocation:

- Leadership TASB cohort activities; and
- Required expenses for positions held or sought out in national and state school board/governance organizations.

## TRAVEL ACCOMODATIONS AND EXPENSE REIMBURSEMENTS

The Board Service Manager will make and arrange all travel and conference accommodations. Trustees must submit reimbursement receipts to the Board Service Manager within two weeks of travel to ensure expeditious expenditure approvals. Trustees will submit itemized receipts. Mileage reimbursements will also follow rates detailed on the GSA website.

A Board member may receive reimbursement for legitimate business expenses incurred in attending approved continuing education programs in accordance with District policies and procedures and applicable law.

A Board Member who is not seeking re-election shall not attend any national or state conferences appropriate for school Trustees just prior to the end of his or her term, and shall seek Board approval for out-of-state continuing education efforts during the final year of service.

Cancellation of conference registration, hotel and travel accommodations, etc. must be completed within the allowable "cancellation" timeline established by the vendor or sponsoring entity. Every attempt must be made by the Trustee to notify the Board Service Manager of such cancellation plans as soon as plans need to be changed. For cancellations not completed within the designated timeline, the loss of reimbursement eligibility and/or monetary commitment of the District shall be borne by the individual Trustee responsible for the cancellation, unless the cancellation is the result of an unforeseen emergency.

- The Board will strive to attend a minimum of **one** of the following events each year as a team, depending on available funding:
  - TASB/TASA Convention
  - TASB Summer Leadership Institute

The aforementioned travel guidelines will be monitored by the Board Service Manager. These travel guidelines apply to Trustees per fiscal year (July 1 to June 30).

*Policy Reference: BBG (LEGAL) and BBG (LOCAL)*

# BOARD DEVELOPMENT AND ADVOCACY

## Continuing Education

In addition to the orientation and team building training, a Trustee shall receive additional continuing education on an annual basis, in fulfillment of assessed needs and based on the framework for governance leadership.

The continuing education may be provided by a regional education service center or other registered provider. *19 TAC 61.1(b)(3)*

*Policy Ref: BBD (LEGAL)*

## New Trustee Orientation

Within 60 days before or after a Trustee's election or appointment, the new Trustee shall participate in a local orientation session. The purpose of this orientation is to familiarize the new Trustee with local Board policies and procedures and District goals and priorities. *19 TAC 61.1(b)(1)(A)*

Within the first year of service, a newly elected Trustee shall receive an orientation to the Texas Education Code. The orientation shall be delivered by a regional education service center and shall be three hours in length. *19 TAC 61.1(b)(1)(C)*

## Board Member Mentoring Guidelines

Newly elected Board Members should be assigned a Board Mentor, appointed by the Board President, during the first year of service. The purpose of this mentorship is to strengthen the new Board Member's contributions and responsibilities during the first year of service on the Board. The Board President and the Superintendent will serve as ex-officio mentors to all new Board Members.

### A. Responsibilities of the Board Member mentor:

1. To contact the new Board Member during the week of the Board Meeting to inquire if there are questions or concerns about the agenda.
2. To share experiences as they relate to Board service in an informal setting.
3. To provide any necessary background for issues in the District.
4. To serve as a sounding board for questions, concerns, or ideas.
5. To answer questions and identify resources for the new Board Member.
6. Board Members are encouraged to submit a summary of any conference sessions or meetings with other elected officials to the Board President and Board Service Manager for dissemination to the entire Board.

### B. Responsibilities of the new Board Member:

1. To contact the Board Member mentor when questions or concerns arise.
2. To listen to Board Meeting proceedings and to the Board Member mentor.
3. To review the Board agenda early enough to allow time for asking questions

about it.

4. To seek information from the mentor, the Superintendent, or the Board President when needed.



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## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Dr. Babetta Hemphill, Executive Director of Student Services & School Choice

**Subject:** Approval of the 2024-25 Student Code of Conduct (SCOC)

### Action Item

**Executive Summary:**

The Texas Association of School Boards released the 2024-25 Model Student Code of Conduct (SCOC). There were no recommended revisions to the document due to the fact this is a non-legislative year.

**Administrative Recommendations:**

The administration recommends approval of the 2024-25 Student Code of Conduct (SCOC)

**Financial Impact and Funding Source:**

N/A



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# Student Code of Conduct

2024  
-  
2025

## ACKNOWLEDGMENT

### *Student Code of Conduct and Student Handbook Electronic Distribution*

Dear Student and Parent:

As required by state law, the board of trustees has officially adopted the Student Code of Conduct in order to promote a safe and orderly learning environment for every student.

We urge you to read this publication thoroughly and to discuss it with your family. If you have any questions about the required conduct and consequences for misconduct, we encourage you to ask for an explanation from the student's teacher or appropriate campus administrator.

The student and parent should each sign this page in the space provided below, and then return the page to the student's school.

Thank you,

Ricardo López, Ed. D.  
Superintendent

We acknowledge that we have been offered the option to receive a paper copy of the Garland Independent School District Student Code of Conduct and Student Handbook for the 2024-2025 school year or to electronically access them on the district's website at [www.garlandisd.net](http://www.garlandisd.net). We understand that students will be held accountable for their behavior and will be subject to the disciplinary consequences outlined in the Code.

We have chosen to:

- Receive a paper copy of the Student Code of Conduct and the Student Handbook.
- Accept responsibility for accessing the Student Code of Conduct and the Student Handbook on the district's website.

Print name of student:

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Signature of student:

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Print name of parent:

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Signature of parent: \_\_\_\_\_ Date: \_\_\_\_\_

School: \_\_\_\_\_ Grade level: \_\_\_\_\_

Please sign this page and return it to the student's school. Thank you.

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## Student Code of Conduct

### Accessibility

If you have difficulty accessing the information in this document because of disability, please contact Jasmine Preston, Coordinator of Web Services at 972-487-3265 or via email at [jdpresto@garlandisd.net](mailto:jdpresto@garlandisd.net).

### Purpose

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

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

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

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

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

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

## **Scope of District Authority and Jurisdiction**

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

The district has disciplinary authority over a student:

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

## **Campus Behavior Coordinator**

As required by law, a person at each campus must be designated to serve as the campus behavior coordinator (CBC). The designated person may be the principal or any other campus administrator selected by the principal. The CBC is primarily responsible for maintaining student discipline. The district shall post on its website and in the Student Handbook, for each campus, the email address and telephone number of the person serving as the CBC. In GISD, the campus principal and other administrators serve in this role and share the responsibilities of discipline. Contact information for all campus administrators may be found on the district website: [campus behavior coordinator](#).

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

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

## **Searches**

District officials may conduct searches of students, their belongings, and their vehicles in accordance with state and federal law and district policy. Searches of students shall be

conducted in a reasonable and nondiscriminatory manner. Refer to the district's policies at FNF(LEGAL) and FNF(LOCAL) for more information regarding investigations and searches.

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

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

### **Reporting Crimes**

The principal and other school administrators as appropriate shall report crimes as required by law and shall call local law enforcement when an administrator suspects that a crime has been committed on campus.

### **Security Personnel**

The board utilizes school resource officers (SROs) and security personnel to ensure the security and protection of students, staff, and property. In accordance with law, the board has coordinated with the appropriate administrator and other district employees to ensure appropriate duties are assigned to these persons. Provisions addressing the various types of security personnel can be found in the CKE policy series.

### **“Parent” Defined**

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

### **Participating in Graduation Activities**

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

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

See DAEP—Restrictions during Placement for information regarding a student assigned to the DAEP at the time of graduation.

See Expulsion – Restrictions during Expulsion for information regarding a student assigned to the JJAEP at the time of graduation.

Students eligible to give the opening and closing remarks at graduation shall be notified by the campus principal. Notwithstanding any other eligibility requirements, in order to be considered eligible, a student shall not have engaged in any misconduct that resulted in an out-of-school suspension, removal to a DAEP, or expulsion during the semester immediately preceding graduation.

The valedictorian and salutatorian may also have speaking roles at graduation. No student shall be eligible to have such a speaking role if he or she engaged in any misconduct that resulted in an out-of-school suspension, removal to a DAEP, or expulsion during the semester immediately preceding graduation.

## Unauthorized Persons

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

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

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

See **DAEP—Restrictions During Placement** on page 24 for information regarding a student assigned to DAEP at the time of graduation.

PENDING BOARD APPROVAL

## **Standards for Student Conduct**

Each student is expected to:

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

PENDING BOARD APPROVAL

## General Conduct Violations

The categories of conduct below are prohibited at school, in vehicles owned or operated by the district, and at all school-related activities, but the list does not include the most severe offenses. In the subsequent sections on **Out-of-School Suspension** on page 18 , **DAEP Placement** on page 20 , **Placement and/or Expulsion for Certain Offenses** on page 27 , and **Expulsion** on page 30, those offenses that require or permit specific consequences are listed. Any offense, however, may be severe enough to result in **Removal from the Regular Educational Setting** as detailed on page 16.

### Disregard for Authority

Students shall not:

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

### Mistreatment of Others

Students shall not:

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

## Property Offenses

Students shall not:

- Damage or vandalize property owned by others. (For felony criminal mischief, see **DAEP—Placement and/or Expulsion for Certain Offenses** on page 20 .)
- Deface or damage school property, including textbooks, technology and electronic resources, lockers, furniture, and other equipment, with graffiti or by other means.
- Steal from students, staff, or the school.
- Commit or assist in a robbery or theft, even if it does not constitute a felony according to the Penal Code. (For felony robbery, aggravated robbery, and theft, see **DAEP— Placement and/or Expulsion for Certain Offenses** on page 20 .)
- Enter, without authorization, district facilities that are not open for operations.

## Possession of Prohibited Items

Students shall not possess or use:

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

\*For weapons and firearms, see **DAEP—Placement and/or Expulsion for Certain Offenses** on page 30 . In many circumstances, possession of these items is punishable by mandatory expulsion under federal or state law.

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

Students shall not:

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

Students shall obtain prior approval before using personal telecommunication devices, including cellular phones or other electronic devices for instructional purposes. Parents and students are required to sign a user agreement that contains applicable rules for use (separate from the Code).

An authorized district employee may confiscate a personal telecommunications device, including a cellular phone or other electronic devices used in violation of district or campus rules. The device shall be turned in to a campus administrator. The campus administrator shall do the following:

- The parent shall be notified after the telecommunication or electronic device is confiscated.
- A parent may retrieve the device without charge on the first infraction.
- When the device is confiscated and retrieved by the student on the first infraction, an administrative fee not to exceed \$15 **may** be charged for the return of the device.
- If confiscated a second time and retrieved by the parent for the student, an administrative fee of \$15 **will** be charged for the return of the device.
- Three violations may result in confiscation of the device for the remainder of the school year.
- Confiscated telecommunication or electronic devices shall be held by the district for 30 days after notification to parent has been made. After the 30-day period has expired, the district shall dispose of the telecommunication or electronic device or cellular phone. Refer to Board Policy [FNCE (LOCAL)].

The district is not responsible for damaged, lost, or stolen telecommunication or electronic devices.

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

Students shall not:

- Possess, use, give, or sell alcohol or an illegal drug. (Also see **DAEP Placement** on page 20 and **Expulsion** on page 30 for mandatory and permissive consequences under state law.)
- Possess or sell seeds or pieces of marijuana in less than a usable amount.
- Possess, use, give, or sell paraphernalia related to any prohibited substance. (See **glossary** for “paraphernalia.”)
- Possess, use, abuse, or sell look-alike drugs or attempt to pass items off as drugs or contraband.

- Abuse the student's own prescription drug, give a prescription drug to another student, or possess or be under the influence of another person's prescription drug on school property or at a school-related event. (See **glossary** for "abuse.")
- Abuse over-the-counter drugs. (See **glossary** for "abuse.")
- Be under the influence of prescription or over-the-counter drugs that cause impairment to body or mind. (See **glossary** for "under the influence.")
- Have or take prescription drugs or over-the-counter drugs at school other than as provided by district policy.

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

Students shall not:

- Violate policies, rules, or agreements signed by the student or the student's parent regarding the use of technology resources.
- Attempt to access or circumvent passwords or other security-related information of the district, students, or employees or upload or create computer viruses, including off school property if the conduct causes a substantial disruption to the educational environment.
- Attempt to alter, destroy, or disable district technology resources including, but not limited to, computers and related equipment, district data, the data of others, or other networks connected to the district's system, including off school property if the conduct causes a substantial disruption to the educational environment.
- Use the internet or other electronic communications to threaten or harass district students, employees, board members, or volunteers, including off school property if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.
- Send, post, deliver, or possess electronic messages that are abusive, obscene, sexually oriented, threatening, harassing, damaging to another's reputation, or illegal, including cyberbullying and "sexting," either on or off school property, if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.
- Use the internet or other electronic communication to engage in or encourage illegal behavior or threaten school safety, including off school property if the conduct causes a substantial disruption to the educational environment or infringes on the rights of another student at school.

### **Safety Transgressions**

Students shall not:

- Possess published or electronic material that is designed to promote or encourage illegal behavior or that could threaten school safety.
- Engage in verbal (oral or written) exchanges that threaten the safety of another student, a school employee, or school property.
- Make false accusations or perpetrate hoaxes regarding school safety.
- Engage in any conduct that school officials might reasonably believe will substantially disrupt the school program or incite violence.

- Throw objects that can cause bodily injury or property damage.
- Discharge a fire extinguisher without valid cause.

### **Miscellaneous Offenses**

Students shall not:

- Violate dress and grooming standards as communicated in the Student Handbook.
- Engage in academic dishonesty, which includes cheating or copying the work of another student, plagiarism, including the use of Artificial Intelligence tools (AI) for assignments without notation, and unauthorized communication between students during an examination.
- Gamble.
- Falsify records, passes, or other school-related documents.
- Engage in actions or demonstrations that substantially disrupt or materially interfere with school activities.
- Repeatedly violate other communicated campus or classroom standards of conduct.

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

PENDING BOARD APPROVAL

## Discipline Management Techniques

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

## Students with Disabilities

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

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

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

## Techniques

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

- Verbal correction, oral or written.
- Cooling-off time or a brief "time-out" period, in accordance with law.
- Seating changes within the classroom or vehicles owned or operated by the district.
- Temporary confiscation of items that disrupt the educational process.
- Rewards or demerits.
- Behavioral contracts.
- Counseling by teachers, school counselors, or administrative personnel.
- Parent-teacher conferences.
- Behavior coaching.
- Anger management classes.
- Mediation (victim-offender).
- Classroom circles.
- Family group conferencing.
- Grade reductions for cheating, plagiarism, including the use of Artificial Intelligence tools (AI) and as otherwise permitted by policy.

- Detention, including outside regular school hours.
- Sending the student to the office, another assigned area, or to in-school suspension (ISS).
- Assignment of school duties, such as cleaning or picking up litter.
- Withdrawal of privileges, such as participation in extracurricular activities, eligibility for seeking and holding honorary offices, or membership in school-sponsored clubs and organizations.
- Penalties identified in student organizations' extracurricular standards of behavior.
- Restriction or revocation of district transportation privileges.
- School-assessed and school-administered probation.
- Out-of-school suspension, as specified in **Out-of-School Suspension** on page 18 .
- Placement in a DAEP, as specified in **DAEP** on page 20.
- Expulsion and/or placement in an alternative educational setting, as specified in **Placement and/or Expulsion for Certain Offenses** on page 27.
- Expulsion, as specified in **Expulsion** on page 30.
- Referral to an outside agency or legal authority for criminal prosecution in addition to disciplinary measures imposed by the district.
- Other strategies and consequences as determined by school officials.

### **Prohibited Aversive Techniques**

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

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

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

### **Notification**

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

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

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

### **Disciplinary Appeals Process**

Questions from parents regarding disciplinary measures should be addressed to the teacher and/or campus administration as appropriate. Appeals or complaints regarding the use of specific discipline management techniques should be addressed in accordance with policy FNG(LOCAL). A copy of the policy may be obtained from the principal's office, the central administration office or online @ [GISD Board Policy Online \(FNG\)](#)

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

## **Removal from the School Bus**

A bus driver may refer a student to the principal's office to maintain effective discipline on the bus. The principal or appropriate administrator must employ additional discipline management techniques, as appropriate, which can include restricting or revoking a student's bus riding privileges.

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

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

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

### **Routine Referral**

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

### **Formal Removal**

A teacher may initiate a formal removal from class if:

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

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

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

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

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

A teacher or administrator must remove a student from class if the student engages in behavior that under the Education Code requires or permits the student to be placed in a DAEP or

expelled. When removing for those reasons, the procedures in the subsequent sections on DAEP or expulsion shall be followed.

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

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

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

PENDING BOARD APPROVAL

## Out-of-School Suspension

### Misconduct

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

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

A student below grade 3 or a student who is homeless shall not be placed in out-of-school suspension unless, while on school property or while attending a school-sponsored or school-related activity on or off school property, the student engages in:

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

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

### Process

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

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

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

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

17. Self-defense (see **glossary**),
18. Intent or lack of intent at the time the student engaged in the conduct,
19. The student's disciplinary history,
20. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct,
21. A student's status in the conservatorship of the Department of Family and Protective Services (foster care), or
22. A student's status as homeless.

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

### **Coursework During Suspension**

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

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

PENDING BOARD APPROVAL

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

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

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

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

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

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

23. Self-defense (see **glossary**),
24. Intent or lack of intent at the time the student engaged in the conduct,
25. The student's disciplinary history,
26. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct,
27. A student's status in the conservatorship of the Department of Family and Protective Services (foster care), or
28. A student's status as homeless.

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

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

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

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

- Engaging in bullying that encourages a student to commit or attempt to commit suicide.
- Inciting violence against a student through group bullying.
- Releasing or threatening to release intimate visual material of a minor or of a student who is 18 years of age or older without the student's consent.
- Involvement in a public school fraternity, sorority, or secret society, or gang including participating as a member or pledge, or soliciting another person to become a pledge or member of a public school fraternity, sorority, secret society, or gang. (See **glossary**.)
- Involvement in criminal street gang activity. (See **glossary**.)
- Any criminal mischief, including a felony.
- Assault (no bodily injury) with threat of imminent bodily injury.
- Assault by offensive or provocative physical contact.

In accordance with state law, a student **may** be placed in a DAEP if the superintendent or the superintendent's designee has reasonable belief (see **glossary**) that the student engaged in conduct punishable as a felony, other than aggravated robbery or those listed as offenses in Title 5 (see **glossary**) of the Penal Code, that occurs off school property and not at a school-sponsored or school-related event, if the student's presence in the regular classroom threatens the safety of other students or teachers or will be detrimental to the educational process.

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

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

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

- Engages in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school. (See **glossary**.)
- Commits the following offenses on school property, within 300 feet of school property as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:
  - Engages in conduct punishable as a felony.
  - Commits an assault (see **glossary**) under Penal Code 22.01(a)(1).
  - Sells, gives, or delivers to another person or possesses, uses, or is under the influence of a controlled substance or dangerous drug in an amount not constituting a felony offense. (School-related felony drug offenses are addressed in **Expulsion** on page 30 .) (See **glossary** for "under the influence", "controlled substance," and "dangerous drug.")
  - Sells, gives, or delivers to another person or possesses, uses, or is under the influence of marijuana or THC. A student with a valid prescription for low-THC cannabis as authorized by Chapter 487 of the Health and Safety Code does not violate this provision.
  - Sells, gives, or delivers to another person an alcoholic beverage; commits a serious act or offense while under the influence of alcohol; or possesses, uses, or is under the influence of alcohol.
  - Behaves in a manner that contains the elements of an offense relating to abusable volatile chemicals.
  - Sells, gives, or delivers to another person or possesses or uses an e-cigarette.
  - Behaves in a manner that contains the elements of the offense of public lewdness or indecent exposure. (See **glossary**.)
  - Engages in conduct that contains the elements of an offense of harassment against an employee under Penal Code 42.07(a)(1), (2), (3), or (7).
- Engages in expellable conduct and is six to nine years of age.
- Commits a federal firearms violation and is younger than six years of age.

- Engages in conduct that contains the elements of the offense of retaliation against any school employee or volunteer on or off school property. (Committing retaliation in combination with another expellable offense is addressed in **Expulsion** on page 30 .)
- Engages in conduct punishable as aggravated robbery or a felony listed under Title 5 (see **glossary**) of the Penal Code when the conduct occurs off school property and not at a school-sponsored or school-related event and:
  29. The student receives deferred prosecution (see **glossary**),
  30. A court or jury finds that the student has engaged in delinquent conduct (see **glossary**), or
  31. The superintendent or designee has a reasonable belief (see **glossary**) that the student engaged in the conduct.

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

A student shall be transferred to another campus if:

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

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

### **Process**

Removals to a DAEP shall be made by the district, principal, or appropriate administrator .

### **Conference**

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

At the conference, the appropriate administrator shall provide the student:

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

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

### **Consideration of Mitigating Factors**

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

32. Self-defense (see **glossary**),
33. Intent or lack of intent at the time the student engaged in the conduct,
34. The student's disciplinary history,

35. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct,
36. A student's status in the conservatorship of the Department of Family and Protective Services (foster care), or
37. A student's status as homeless.

#### **Placement Order**

After the conference, if the student is placed in a DAEP, the appropriate administrator shall write a placement order. A copy of the DAEP placement order and information for the parent or person standing in parental relation to the student regarding the process for requesting a full individual and initial evaluation of the student for purposes of special education services shall be sent to the student and the student's parent.

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

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

#### **DAEP at Capacity**

If a DAEP is at capacity at the time the appropriate administrator is deciding placement for conduct related to marijuana, THC, an e-cigarette, alcohol, or an abusable volatile chemical, the student shall be placed in ISS then transferred to a DAEP for the remainder of the period if space becomes available before the expiration of the period of the placement.

If a DAEP is at capacity at the time the appropriate administrator is deciding placement for a student who engaged in violent conduct, a student placed in a DAEP for conduct related to marijuana, THC, an e-cigarette, alcohol, or an abusable volatile chemical may be placed in ISS to make a position in the DAEP available for the student who engaged in violent conduct. If a position becomes available in a DAEP before the expiration of the period of the placement for the student removed, the student shall be returned to a DAEP for the remainder of the period.

#### **Coursework Notice**

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

#### **Length of Placement**

The appropriate administrator shall determine the duration of a student's placement in a DAEP.

The duration of a student's placement shall be determined case by case based on the seriousness of the offense, the student's age and grade level, the frequency of misconduct, the student's attitude, and statutory requirements.

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

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

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

#### **Exceeds One Year**

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

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

#### **Exceeds School Year**

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

For placement in a DAEP to extend beyond the end of the school year, the the district, principal, or appropriate administrator or the board's designee must determine that:

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

#### **Exceeds 60 Days**

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

#### **Appeals**

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

Student or parent appeals regarding a student's placement in a DAEP should be addressed in accordance with policy FNG(LOCAL). A copy of this policy may be obtained from the principal's office, the the district, principal, or appropriate administrator's office, the central administration office, or through Policy Online® at the following address: [Garland ISD Board Policy Manual - Policy On Line](#)

Appeals shall begin at Level One with the campus principal. The district shall not delay disciplinary consequences pending the outcome of an appeal. The decision to place a student in a DAEP cannot be appealed beyond the board.

#### **Restrictions During Placement**

Any student placed in a DAEP for the first time is prohibited from participating in school-sponsored or school-related activities during the length of time of the placement in the DAEP.

A student, after having been suspended from extracurricular participation in a term of the current school year for a citizenship reason and then is subsequently placed in a DAEP for more than three days in the next term of the school year, shall be suspended from

extracurricular participation for the remaining current term.

Students, while placed in DAEP, are prohibited from being on their home campus or attending school-sponsored or school-related activities during the period of placement without special permission.

For seniors who are eligible to graduate and are assigned to a DAEP at the time of graduation, the last day of placement in the program shall be the last instructional day, and the student shall be allowed to participate in the graduation ceremony and related graduation activities unless otherwise specified in the DAEP placement order.

### **Placement Review**

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

### **Additional Misconduct**

If during the term of placement in a DAEP the student engages in additional misconduct for which placement in a DAEP or expulsion is required or permitted, additional proceedings may be conducted, and the the district, principal, or appropriate administrator may enter an additional disciplinary order as a result of those proceedings.

### **Notice of Criminal Proceedings**

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

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

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

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

The student or the student's parent may appeal the superintendent's decision to the board. The student may not be returned to the regular classroom pending the appeal. In the case of an appeal, the board shall, at the next scheduled meeting, review the notice from the prosecutor

and receive information from the student, the student's parent, and the superintendent or designee, and confirm or reverse the decision of the superintendent or designee. The board shall make a record of the proceedings.

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

### **Withdrawal During Process**

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

### **Newly Enrolled Students**

The district shall decide on a case-by-case basis whether to continue the placement of a student who enrolls in the district and was assigned to a DAEP or an open-enrollment charter school or another district including a district in another state. The district may place the student in the district's DAEP or a regular classroom setting.

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

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

### **Emergency Placement Procedure**

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

### **Transition Services**

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

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

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

### **Registered Sex Offenders**

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

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

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

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

### **Review Committee**

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

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

### **Newly Enrolled Students**

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

### **Appeal**

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

### **Certain Felonies**

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

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

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

45. The date on which the student's conduct occurred,
46. The location at which the conduct occurred,
47. Whether the conduct occurred while the student was enrolled in the district, or
48. Whether the student has successfully completed any court disposition requirements imposed in connection with the conduct.

#### **Hearing and Required Findings**

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

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

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

#### **Length of Placement**

The student is subject to the placement until:

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

#### **Placement Review**

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

**Newly Enrolled Students**

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

PENDING BOARD APPROVAL

## Expulsion

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

55. Self-defense (see **glossary**),
56. Intent or lack of intent at the time the student engaged in the conduct,
57. The student's disciplinary history,
58. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct,
59. A student's status in the conservatorship of the Department of Family and Protective Services (foster care), or
60. A student's status as homeless.

### Discretionary Expulsion: Misconduct That May Result in Expulsion

Some of the following types of misconduct may result in mandatory placement in a DAEP, whether or not a student is expelled. (See **DAEP Placement**) Any Location

A student **may** be expelled for:

- Engaging in bullying that encourages a student to commit or attempt to commit suicide.
- Inciting violence against a student through group bullying.
- Releasing or threatening to release intimate visual material of a minor or of a student who is 18 years of age or older without the student's consent.
- Conduct that contains the elements of assault under Penal Code 22.01(a)(1) in retaliation against a school employee or volunteer.
- Criminal mischief, if punishable as a felony.
- Engaging in conduct that contains the elements of one of the following offenses against another student:
  - Aggravated assault.
  - Sexual assault.
  - Aggravated sexual assault.
  - Murder.
  - Capital murder.
  - Criminal attempt to commit murder or capital murder.
  - Aggravated robbery.
- Breach of computer security. (See **glossary**.)

Engaging in conduct relating to a false alarm or report (including a bomb threat) or a terroristic threat involving a public school.

### **At School, Within 300 Feet, or at a School Event**

A student **may** be expelled for committing any of the following offenses on or within 300 feet of school property, as measured from any point on the school's real property boundary line, or while attending a school-sponsored or school-related activity on or off school property:

- Selling, giving, or delivering to another person, or possessing, using, or being under the influence of any amount of marijuana, a controlled substance, or a dangerous drug, A student with a valid prescription for low-THC cannabis as authorized by Chapter 487 of the Health and Safety Code does not violate this provision. (See **glossary** for "under the influence.")
- Selling, giving, or delivering another person, or possessing, using, or being under the influence of alcohol; or committing a serious act or offense while under the influence of alcohol.
- Engaging in conduct that contains the elements of an offense relating to abusable volatile chemicals.
- Engaging in conduct that contains the elements of assault under Penal Code 22.01(a)(1) against an employee or a volunteer.
- Engaging in deadly conduct. (See **glossary**.)

### **Within 300 Feet of School**

A student **may** be expelled for engaging in the following conduct while within 300 feet of school property, as measured from any point on the school's real property boundary line:

- Aggravated assault, sexual assault, or aggravated sexual assault.
- Arson. (See **glossary**.)
- Murder, capital murder, or criminal attempt to commit murder or capital murder.
- Indecency with a child.
- Aggravated kidnapping.
- Manslaughter.
- Criminally negligent homicide.
- Aggravated robbery.
- Continuous sexual abuse of a young child or disabled individual.
- Felony controlled substance or dangerous drug offenses, not including THC.
- Unlawfully carrying on or about the student's person a handgun or a location-restricted knife, as these terms are defined by state law. (See **glossary**.)
- Possessing, manufacturing, transporting, repairing, or selling a prohibited weapon, as defined by state law. (See **glossary**.)
- Possession of a firearm, as defined by federal law. (See **glossary**.)

### **Property of Another District**

A student **may** be expelled for committing any offense that is a state-mandated expellable offense if the offense is committed on the property of another district in Texas or while the

student is attending a school-sponsored or school-related activity of a school in another district in Texas.

#### **While in a DAEP**

A student may be expelled for engaging in documented serious misbehavior that violates the district's Code of Conduct, despite documented behavioral interventions while placed in a DAEP. For purposes of discretionary expulsion from a DAEP, serious misbehavior means:

61. Deliberate violent behavior that poses a direct threat to the health or safety of others;
62. Extortion, meaning the gaining of money or other property by force or threat;
63. Conduct that constitutes coercion, as defined by Penal Code 1.07; or
64. Conduct that constitutes the offense of:
  - a. Public lewdness under Penal Code 21.07;
  - b. Indecent exposure under Penal Code 21.08;
  - c. Criminal mischief under Penal Code 28.03;
  - d. Hazing under Education Code 37.152; or
  - e. Harassment under Penal Code 42.07(a)(1) of a student or district employee.

#### **Mandatory Expulsion: Misconduct That Requires Expulsion**

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

##### **Under Federal Law**

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

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

##### **Under the Penal Code**

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

- Possessing, manufacturing, transporting, repairing, or selling a prohibited weapon, as defined in state law. (See **glossary**.)
- Behaving in a manner that contains elements of the following offenses under the Penal Code:
  - Aggravated assault, sexual assault, or aggravated sexual assault.
  - Arson. (See **glossary**.)
  - Murder, capital murder, or criminal attempt to commit murder or capital murder.
  - Indecency with a child.
  - Aggravated kidnapping.
  - Aggravated robbery.
  - Manslaughter.
  - Criminally negligent homicide.
  - Continuous sexual abuse of a young child or disabled individual.
  - Behavior punishable as a felony that involves selling, giving, or delivering to another person or possessing, using, or being under the influence of a controlled substance or a dangerous drug.
- Engaging in retaliation against a school employee or volunteer combined with one of the above-listed mandatory expulsion offenses.

### **Under Age Ten**

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

### **Due Process**

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

Until a hearing can be held, the the district, principal, or other administrator may place the student in:

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

### **Hearing**

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

65. Representation by the student's parent or another adult who can provide guidance to the student and who is not an employee of the district,

66. An opportunity to testify and to present evidence and witnesses in the student's defense, and
67. An opportunity to question the witnesses called by the district at the hearing.

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

The board of trustees delegates to the Superintendent or designee authority to conduct hearings and expel students.

#### Board Review of Expulsion

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

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

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

#### Expulsion Order

Before ordering the expulsion, the board or the district, principal, shall take into consideration:

68. Self-defense (see **glossary**),
69. Intent or lack of intent at the time the student engaged in the conduct,
70. The student's disciplinary history,
71. A disability that substantially impairs the student's capacity to appreciate the wrongfulness of the student's conduct,
72. A student's status in the conservatorship of the Department of Family and Protective Services (foster care), or
73. A student's status as homeless.

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

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

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

## **Length of Expulsion**

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

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

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

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

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

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

## **Withdrawal During Process**

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

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

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

## **Additional Misconduct**

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

## **Restrictions During Expulsion**

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

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

## **Newly Enrolled Students**

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

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

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

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

78. The student is a threat to the safety of other students or district employees, or
79. Extended placement is in the best interest of the student.

### **Emergency Expulsion Procedures**

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

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

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

### **Transition Services**

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

## Glossary

**Abuse** is improper or excessive use.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Such term does not include an antique firearm.

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

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

**Harassment** includes:

100. Conduct that meets the definition established in district policies DIA(LOCAL) and FFH(LOCAL);
101. Conduct that threatens to cause harm or bodily injury to another person, including a district student, employee, board member, or volunteer; is sexually intimidating; causes physical damage to the property of another student; subjects another student to physical confinement or restraint; or maliciously and substantially harms another student's physical or emotional health or safety, as defined in Education Code 37.001(b)(2); or
102. Conduct that is punishable as a crime under Penal Code 42.07, including the following types of conduct if carried out with the intent to harass, annoy, alarm, abuse, torment, or embarrass another:
  - a. Initiating communication and, in the course of the communication, making a comment, request, suggestion, or proposal that is obscene, as defined by law;
  - b. Threatening, in a manner reasonably likely to alarm the person receiving the threat, to inflict bodily injury on the person or to commit a felony against the person, a member of the person's family or household, or the person's property;
  - c. Conveying, in a manner reasonably likely to alarm the person receiving the report, a false report, which is known by the conveyor to be false, that another person has suffered death or serious bodily injury;
  - d. Causing the telephone of another to ring repeatedly or making repeated telephone communications anonymously or in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another;
  - e. Making a telephone call and intentionally failing to hang up or disengage the connection;
  - f. Knowingly permitting a telephone under the person's control to be used by another to commit an offense under this section;
  - g. Sending repeated electronic communications in a manner reasonably likely to harass, annoy, alarm, abuse, torment, embarrass, or offend another;

- h. Publishing on an internet website, including a social media platform, repeated electronic communications in a manner reasonably likely to cause emotional distress, abuse, or torment to another person, unless the communications are made in connection with a matter of public concern, as defined by law; or
- i. Making obscene, intimidating, or threatening telephone calls or other electronic communications from a temporary or disposable telephone number provided by an internet application or other technological means.

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

- 103. Any type of physical brutality;
- 104. An activity that subjects the student to an unreasonable risk of harm or that adversely affects the student's mental or physical health, such as sleep deprivation, exposure to the elements, confinement to small spaces, calisthenics, or consumption of food, liquids, drugs, or other substances;
- 105. An activity that induces, causes, or requires the student to perform a duty or task that violates the Penal Code; or

Coercing a student to consume a drug or alcoholic beverage in an amount that would lead a reasonable person to believe the student is intoxicated. **Hit list** is defined in Education Code 37.001(b)(3) as a list of people targeted to be harmed, using a firearm, a knife, or any other object to be used with intent to cause bodily harm.

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

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

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

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

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

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

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

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

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

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

- 107. Clothing, purse, or backpack;
- 108. A private vehicle used for transportation to or from school or school-related activities, including, but not limited to, an automobile, truck, motorcycle, or bicycle;
- 109. Telecommunications or electronic devices; or
- 110. Any school property used by the student, including, but not limited to, a locker or desk.

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

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

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

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

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

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

**Serious misbehavior** means:

1. Deliberate violent behavior that poses a direct threat to the health or safety of others;
2. Extortion, meaning the gaining of money or other property by force or threat;
3. Conduct that constitutes coercion, as defined by Section 1.07, Penal Code; or
4. Conduct that constitutes the offense of:
  - a. Public lewdness under Penal Code 21.07;
  - b. Indecent exposure under Penal Code 21.08;
  - c. Criminal mischief under Penal Code 28.03;
  - d. Hazing under Education Code 37.152; or
  - e. Harassment under Penal Code 42.07(a)(1) of a student or district employee.

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

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

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

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

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

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

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

- Murder, manslaughter, or homicide under Sections 19.02–.05;
- Kidnapping under Section 20.03;
- Trafficking of persons under Section 20A.02;
- Smuggling or continuous smuggling of persons under Sections 20.05–.06;
- Assault under Section 22.01;
- Aggravated assault under Section 22.02;
- Sexual assault under Section 22.011;
- Aggravated sexual assault under Section 22.021;
- Unlawful restraint under Section 20.02;
- Continuous sexual abuse of a young child or disabled individual under Section 21.02;
- Bestiality under Section 21.09;
- Improper relationship between educator and student under Section 21.12;
- Voyeurism under Section 21.17;
- Indecency with a child under Section 21.11;
- Invasive visual recording under Section 21.15;
- Disclosure or promotion of intimate visual material under Section 21.16;
- Sexual coercion under Section 21.18;
- Injury to a child, an elderly person, or a disabled person of any age under Section 22.04;
- Abandoning or endangering a child under Section 22.041;
- Deadly conduct under Section 22.05;
- Terroristic threat under Section 22.07;
- Aiding a person to commit suicide under Section 22.08; and
- Tampering with a consumer product under Section 22.09.

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

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

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



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## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Dr. Babetta Hemphill, Executive Director of Student Services & School Choice

**Subject:** Memorandum of Understanding with the Dallas County Health and Human Services

### Action Item

#### **Executive Summary:**

Our partnership with the Garland Public Health Department is evolving due to an interlocal agreement with Dallas County. This agreement, which passed on June 14, 2024, and will become effective July 29, 2024, brings new opportunities and benefits for both parties.

Under the leadership of our new medical provider, Dr. Phillip Huang, MD, MPH, Director of the Health Authority of the Dallas County Health and Human Services, the Garland Public Health Clinic is transitioning to a new phase. As part of the State Department of Health Services Immunization Unit, Dr. Huang is charged with eliminating the spread of vaccine-preventable diseases.

This collaboration has enhanced the health status of students in the tri-cities by providing vaccinations to any Texas Vaccine for Children Program (TVFC) eligible PK-12th grade student whose parents or legal guardians have signed the required written consent. Our partnership ensures students are eligible to attend school and learn.

The Student Services Clinic and the DCHHS/GPHC are very excited to work together to improve the health status of our community. We seek approval of the MOU for a one-year term with the option to renew each year.

#### **Administrative Recommendations:**

The Administration recommends approval of the MOU, which promises significant benefits to our students and staff.

#### **Recommended Motion for Action Items:**



## BOARD OF TRUSTEES AGENDA

Move to approve the MOU with Dallas County Health and Human Services.

**Financial Impact and Funding Source:**

Vaccines are received at no cost to the District



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## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Dr. Tanya Ramos, Executive Director of Student Support and Specialized Services

**Subject:** Consider Approval of Remote Homebound Waiver for FSP Funding

### Action Item

**Executive Summary:**

The Student Attendance Accounting Handbook requires individual waivers in order to receive Foundation School Program (FSP) funding for students who receive remote homebound instruction. Administration seeks approval to submit applications for individual waivers for the 2024-2025 school year in order to provide those services to students who, for medical or psychological reasons, are confined to the home or hospital for a minimum of four weeks, cumulative or consecutive. Waivers will be requested only after an ARD or Section 504 Committee with knowledge of the student and placement options (Least Restrictive Environment) has reviewed multiple sources of data, found homebound services to be the most appropriate placement for the student and developed a plan for remote homebound instruction. Board approval is required prior to submitting the application for the individual waivers.

**Administrative Recommendations:**

Approve Remote Homebound Waiver submissions

**Recommended Motion for Action Items:**

Recommend that the Remote Homebound Waiver request is approved.

**Financial Impact and Funding Source:**

N/A



# GARLAND ISD

## REMOTE HOMEBOUND INSTRUCTION WAIVER REQUEST

July 2024

Dr. TANYA RAMOS  
EXECUTIVE DIRECTOR  
STUDENT SUPPORT AND SPECIALIZED SERVICES



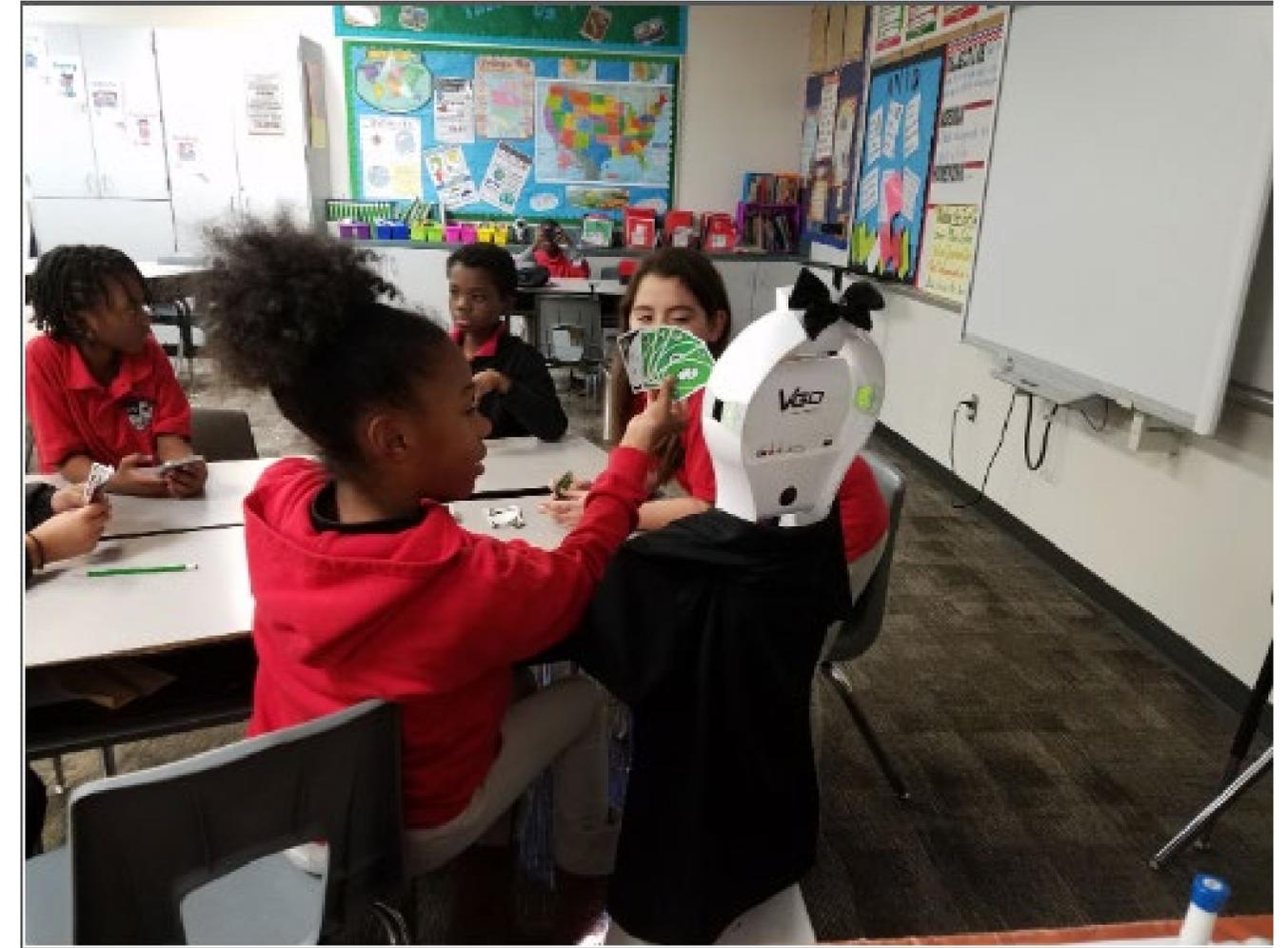
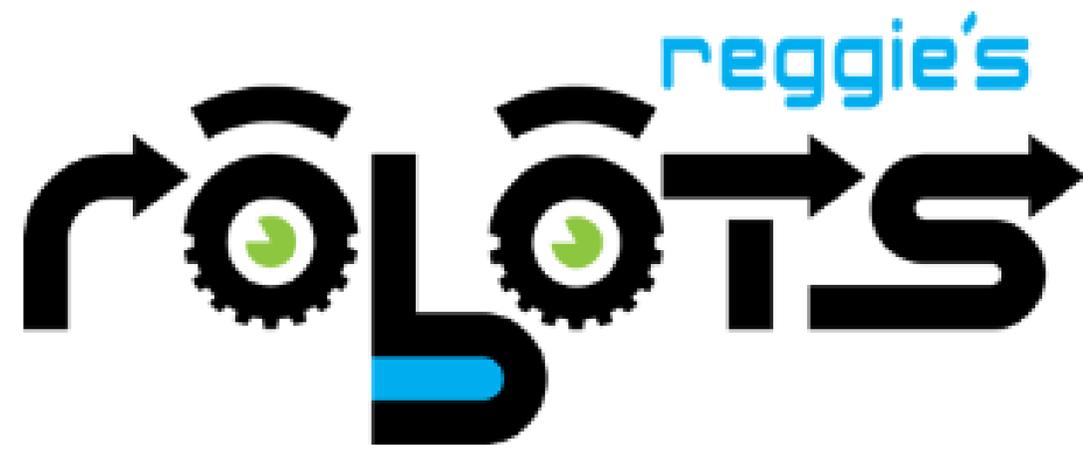
# REGGIE'S ROBOTS: Vehicles for Remote Instruction

## BACKGROUND

- Garland ISD has used the Reggie's Robots program for more than 10 years.
- Robots provide the same direct instruction concurrently with their peers.
- Students receiving homebound services are able to interact with their peers during instruction.

## REQUEST

- School Board approval is required for waiver applications of the individual students to receive remote homebound services.
- GISD has 2 returning students receiving special education services who has previously received remote homebound instruction via robot.



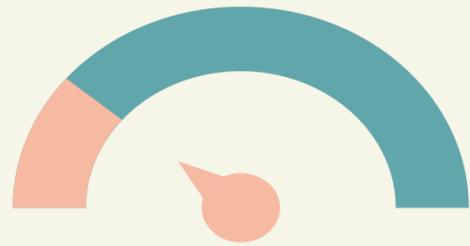
Region 10 Website

## In the News:

Hailey from Garland ISD - [Ruth Cheatham Foundation](#)

Garland ISD: With Reggie's Robots Homebound GISD students can visit campus from home  
[Rowlett Lakeshore Times](#)

# REQUIREMENTS FOR USE OF ROBOTS



LIMITED TO STUDENTS IN EXTREME MEDICAL CIRCUMSTANCES (organ transplant, chemotherapy, etc.)



WAIVERS MUST BE SUBMITTED FOR EACH INDIVIDUAL STUDENT



EVIDENCE OF SCHOOL BOARD APPROVAL MUST BE INCLUDED WITH THE WAIVER APPLICATION

# FUNDING FOR REMOTE HOMEBOUND SERVICES

## Requirements for FSP funding of students with remote homebound services:

- Approved TEA Waiver Request
- For students with special education services:
  - The student's ARD committee must have determined, in a manner consistent with state and federal law, that the remote homebound instruction to be provided meets the needs of the student.
  - The ARD committee must have documented that determination in the student's Individual Education Plan (IEP).
  - All requirements related to the provision of special education (or regular education) homebound instruction must be met except for face-to-face instruction from the homebound teacher.



**QUESTIONS?**





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## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Dr. Gradyne E. Brown, Assistant Superintendent Human Resources

**Subject:** Consider Approval of Dallas College Certify and Prepare Educators (CAPE) Agreement

### Action Item

**Executive Summary:**

Consider and take possible action to authorize the agreement between Dallas College and the Garland Independent School District regarding the Certification and Preparation of Educators effective July 1, 2024 to June 30, 2025, with renewal options and no financial impact.

**Administrative Recommendations:**

Provided for your consideration.

**Recommended Motion for Action Items:**

Move to approve the Dallas College Certify and Prepare Educators (CAPE) Agreement.

**Financial Impact and Funding Source:**

Budget savings of approximately \$550,000



**MEMORANDUM OF AGREEMENT  
BETWEEN  
Garland ISD  
AND  
DALLAS COLLEGE**

THIS MEMORANDUM OF AGREEMENT ("Agreement") is made as of this 1<sup>st</sup> day of July 2024, between Garland ISD ("Partner" "School Partner" or "GISD"), and Dallas College, a Texas political subdivision of higher education, ("College" or "Dallas College"). The College and Partner may hereafter be individually referred to as "Party" and collectively, as "Parties."

WHEREAS, Dallas College, through its School of Education ("SOE"), is the first community college in the State of Texas to offer a bachelor's degree in Early Childhood Education; and

WHEREAS, in support of its Early Childhood Education program, Dallas College wishes to create a framework to support its students with an engaging learning model that supports high-quality mentorship, clinical practice and coursework modules that will ensure the provision of highly qualified teacher candidates that can meet the extreme needs of school systems across the Dallas area; and

WHEREAS, Partner seeks to develop its current employees so that they are well-prepared to support students in achieving their academic goals;

WHEREAS, the Parties seek to establish a Certify and Prepare Educators (CAPE) Program that provides at least ten (10) GISD employees and up to one hundred (100) current GISD employees per year a pathway to complete a bachelor's degree in Early Childhood Education and Teaching and a pathway to teacher certification.

WHEREAS, the Certify and Prepare Educators (CAPE) Program will be structured as an opportunity for CAPE Program participants to serve in a sheltered teaching role in which they receive at least weekly coaching and feedback from a GISD support teacher or coach, weekly opportunities to co-teach with a GISD support teacher or coach, and weekly opportunities to co-plan for instruction with a GISD coach or certified teacher. The exact responsibilities for CAPE Program participants will be memorialized in a CAPE Program Handbook and description that GISD and Dallas College will co-create during the 2024-2025 academic year.

NOW, THEREFORE, the Parties agree as follows:

Performance Period. This Agreement shall be for a period of performance (“Term”) beginning July 1, 2024 and ending June 30, 2025. The agreement may be renewed for two one-year terms, provided that GISD has given Dallas College written notice of the District’s intention to renew not later than thirty (30) days prior to the expiration of the then-current term and provided further that at the time that GISD gives its written notice, Dallas College is not in default and the contract has not been terminated.

### **CERTIFY AND PREPARE EDUCATORS (CAPE) PROGRAM PROVISIONS**

1. CAPE Program Participant Recruitment and Selection: Partner shall recruit and select current GISD employees for the CAPE Program. GISD employees are eligible for the program without regard to the number of course credits from accredited institutions of higher education they have earned. Employees with at least 50 hours of college credit will receive preference.
2. Agreed Number of Program Participants: Partner shall select at least ten (10) employees and up to one hundred (100) employees to participate in the CAPE Program during spring semester covered under this MOU.
3. Coursework: Dallas College agrees to provide CAPE Program Participants with training regarding preparing for instruction utilizing Texas’ open educational resources and training regarding setting up the classroom environment and establishing positive classroom routines prior to the CAPE Program Participant beginning the sheltered teaching role. This training will count towards certification program coursework requirements once the Program Participant enrolls in the Teach at Dallas College Certification Program.
4. Cohort Meetings: Partner agrees to provide compensated time for CAPE program participants to have at least one in-person cohort meeting per semester.
5. Transfer Hours. CAPE Program Participants may transfer up to 90 credit hours for their degree in the CAPE Program from outside Dallas College. All transcript hours with a “C” or better can be used as transfer credit with no age limitation on the credits.
6. Coursework “Garland 15”: Dallas College agrees to set up a process that will allow up to fifteen (15) course credit hours developed and facilitated by GISD employees, the “Garland 15”, to count as transfer credits into Dallas College’s bachelor’s degree in early childhood education and teaching or continuing education courses. Garland ISD and Dallas College will partner together to develop these courses and the transfer process in the 2024-2025 academic year. The specific details of the transfer process and which course credit hours the “Garland ISD Core Courses” will meet will be outlined in Appendix A. This PLA process will be considered by the School of Education bachelor’s curriculum committee in the 2024-2025 academic year and must be approved by the School of Education’s school review committee in the 2024-2025 academic year.

7. Program Participant Job Responsibilities: Partner agrees to provide selected CAPE Program participants with a sheltered teaching role in which they receive at least two hours of in-person support from a GISD support teacher or coach per week. The support will include opportunities to: co-plan for instruction with the GISD coach, opportunities for the coach to observe the CAPE participant and provide feedback, and opportunities to co-teach. The GISD coach will determine which activities are most appropriate, based upon the development needs of the CAPE participant. The role must also allow CAPE Program Participants to:

- € record their practice for coaching and coursework purposes consistent with the rules for recording students as established by Partner and to adhere to all photography and videography rules as determined by Partner;
- € administer assessments and collect data for coursework purposes;
- € complete coursework assignments inside and outside of their classrooms; Course assignments will require residents to work with elementary students at various elementary grade levels and in different educational settings.

The exact responsibilities for CAPE Program participants will be memorialized in a CAPE Program Handbook and description that GISD and Dallas College will co-create during the 2024-2025 academic year.

8. Program Participant Coaching and Support: Partner agrees to identify support teachers or coaches who will provide CAPE program participants with weekly observation, instructional coaching and feedback, weekly co-planning for instruction support, and who will co-teach with the Program Participant at least two hours of in-person per week. The GISD coach will determine which activities are most appropriate, based upon the development needs of the CAPE. Partner and Dallas College estimate that one full-time support teacher or coach (whose position is solely dedicated to the CAPE program) will be able to support up to 15 CAPE program participants per year. Partner and Dallas College will work with one another in the 2024-2025 academic year to determine the exact number of coaches needed, to co-develop the coaches job responsibilities and training needs, to co-develop training, and to determine which funding sources will be utilized to fund the coaches.

At minimum, the CAPE Program Participant Coach responsibilities will include:

- a. weekly co-planning for instruction with CAPE Program participants;
- b. Coaching the CAPE program participant weekly; providing verbal and written feedback regarding their development of key teaching skills at least weekly; the coach's observations and feedback will be non-evaluative in nature and will not contribute to formal teacher evaluations;
- c. Meeting with the Dallas College faculty coach at least twice per semester to discuss the resident's progress;

d. Signing off on the program competencies and tasks within the online platform that Dallas College uses for program reporting; and

e. Informing the resident's faculty member and the Program Coordinator in a timely manner of any concerns regarding the resident's performance.

Partner understands that Dallas College has received a Teacher Quality Partnership grant from the U.S. Department of Education to support the development of paraprofessional to teacher pipelines. In accordance with the grant guidelines, Dallas College is prepared to support the training and personnel costs associated with providing coaching and support to CAPE program participants. Partner understands that the Teacher Quality Partnership grant requires a sustainability plan. Partner agrees to collaborate with Dallas College to develop a sustainability plan for CAPE program coaching and support, provided that Teacher Quality Partnership grant dollars are utilized to support the CAPE program.

9. Training for Program Participant Coach: Dallas College and Garland ISD will collaborate with one another to ensure CAPE program participant coaches have the training and resources needed to provide excellent support to CAPE program participant coaches. Dallas College is prepared to provide training to CAPE program participant coaches on co-teaching strategies, effective relationship building strategies, and how to give actionable feedback that is grounded in student learning and that results in the CAPE program participant knowing the exact next step to take to improve their teaching practice.

10. Payment: Partner agrees to pay the balance of the tuition for CAPE Program Participants, once financial aid and scholarships have been credited to the Program Participants' account. Partner will pay this balance once per semester utilizing the sponsored billing process. Dallas College will send the partner an invoice for the amount owed each semester. Payment is due within 30 days of invoice receipt.

11. Program Monitoring and Evaluation: Partner and Dallas College will build out a program monitoring and evaluation plan that will be memorialized in the CAPE program handbook during the 2024-2025 academic year. As part of this plan, at minimum, Partner and Dallas College agree to:

a. Conduct focus groups with CAPE program participants, mentors, and principals once per semester;

b. Co-observe CAPE program participants as they are teaching at least once per semester;

c. Collect written feedback from CAPE program participants, principals, mentors, and Dallas College faculty members at least once per semester;

d. Meet once per semester to unpack the information collected above and to align on next steps to strengthen the program; and

e. Partner agrees to execute a separate data sharing agreement with Dallas College that will provide CAPE program participant retention and K-12 student outcome data.

## **OVERARCHING PROVISIONS**

1. Termination Provision. If Dallas College shall fail to fulfill its obligations under this Agreement, or if Dallas College breaches any of the covenants, agreements, representations, or stipulations of this Agreement (collectively, the "Dallas College Default"), Partner may terminate this Agreement for cause at any time in the following manner: Partner shall provide Dallas College written notice of the Dallas College Default and an explanation of its decision to terminate this Agreement. Dallas College shall have thirty (30) calendar days after the receipt of Partner's written notice to Dallas College to cure the Dallas College Default ("Dallas College Cure Period"). If Dallas College does not cure the Dallas College Default to the reasonable satisfaction of Partner by the expiration of the Dallas College Cure Period, Partner may then terminate this Agreement immediately. Dallas College shall not be relieved of liability to Partner by virtue of any breach of this Agreement. If this Agreement is terminated by Partner, the obligation of Partner to pay Dallas College for expenses incurred and for all services provided pursuant to this Agreement after such termination date shall terminate. Notwithstanding the foregoing, Partner may withhold payments for services and expenses incurred by Dallas College prior to the termination date to offset damages caused by the Dallas College Default, until such time as the exact amount of damages to Partner is determined.

If Partner shall fail to fulfill its obligations under this Agreement, or if Partner breaches any of the covenants, agreements, representations, or stipulations of this Agreement (collectively, the "Partner Default"), Dallas College may terminate this Agreement for cause at any time in the following manner: Dallas College shall provide Partner written notice of the Partner Default and an explanation of the of its decision to terminate this Agreement. Partner shall have thirty (30) calendar days after the receipt of Dallas College's written notice to Partner to cure the Partner Default ("Partner Cure Period"). If Partner does not cure the Partner Default to the reasonable satisfaction of Dallas College by the expiration of the Partner Cure Period, Dallas College may then terminate this Agreement immediately. Partner shall not be relieved of liability to Dallas College by virtue of any breach of this Agreement. If this Agreement is terminated by Dallas College, the obligation of Dallas College to provide any services pursuant to this Agreement after such termination date shall terminate, and Partner shall pay Dallas College for expenses incurred and for all services provided pursuant to this Agreement due through termination.

This Agreement may be terminated for any other reasons upon mutual agreement of Partner and Dallas College. Any such request for termination shall be made in writing, provided to the individuals designated in Section 14 herein, and shall be effective upon the signature of both Parties.

2. Confidentiality. Parties understand that in order to fulfill their obligations under this Agreement each Party must share confidential data with one another including, but not limited to, banking information, financial records, personal student data, business records, business plans, strategies, or any other sensitive or proprietary information. Both Parties agree to maintain such

confidential data in compliance with all relevant laws and with all safeguards that are no less rigorous than those maintained for its own information of a similar nature and, in no event, no less than a reasonable level of care.

3. Loss of Confidential Information. In the event of any breach that results in a disclosure or loss of, or inability to account for, any confidential data described in Section 8 of this Agreement, the Party discovering the breach shall promptly (i) notify the other Party in writing, (ii) take such commercially reasonable actions as may be necessary or reasonably requested by the other Party to minimize the breach, and (iii) cooperate in all reasonable respects with the other Party to minimize any damage resulting therefrom.

4. Jurisdiction & Venue. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas without regard to its conflict of laws and rules. The venue for any litigation related to this Agreement shall be in Dallas County, Texas.

5. Amendments. Any modification of this Agreement or additional obligation assumed by either Party in connection with this Agreement shall be binding only if placed in writing and signed by each Party or an authorized representative of each Party.

6. Severability. If any provision of this Agreement is deemed unenforceable under the rule of law or by a court of competent jurisdiction, then such provision will be modified so as to preserve the intent of the Parties to the fullest possible extent. All remaining provisions of this Agreement shall remain in full force and effect.

7. Entire Agreement. This Agreement shall constitute the entire agreement between the Parties with respect to the subject matter herein and any prior understanding or representation of any kind preceding the date of this Agreement shall not be binding upon either Party except to the extent incorporated in this Agreement.

#### 8. Notices

Notices to partner shall be directed to:

Dr. Gradyne Brown, Assistant Superintendent of Human Resources  
Garland Independent School District  
[gebrown@garlandisd.net](mailto:gebrown@garlandisd.net)  
501 S Jupiter Rd,  
Garland, TX 75042

Notices to Dallas College shall be directed to:

Sara DeLano, Dean of Educator Pathways and Teacher Preparation, Dallas College  
Dallas College  
[sdelano@dallascollege.edu](mailto:sdelano@dallascollege.edu)  
3737 Motley Dr.  
Mesquite, TX 75150

IN WITNESS WHEREOF, the Parties have signed and sealed this Agreement as of the day first written above.

\_\_\_\_\_  
By: Dr. Gradyne Brown  
Assistant Superintendent of Human Resources  
Garland ISD

\_\_\_\_\_  
By: Dr. Shawnda Floyd, Provost & Vice  
Chancellor of Workforce Education  
Dallas College

\_\_\_\_\_  
Date  
Approved as to form for GISD ONLY:

\_\_\_\_\_  
Date

\_\_\_\_\_  
INSERT NAME  
General Counsel

\_\_\_\_\_  
Date

## APPENDIX A: PRIOR LEARNING ASSESSMENT (PLA) PROCESS FOR GARLAND ISD CERTIFY AND PREPARE EDUCATORS (CAPE) PROGRAM PARTICIPANTS

### PURPOSE

This appendix provides details regarding the process Dallas College will use to accept course credit for CAPE participants who are pursuing their bachelor's degree in early childhood education and teaching while employed by Garland ISD, pending approval of the Dallas College School of Education school review committee.

### PROGRAM OVERVIEW

Through the CAPE program, Garland ISD will identify current employees who hold, at minimum, an Educational Aide I certificate and who show exceptional promise for the teaching profession. Program participants will have the opportunity to move into a sheltered teaching role – with significant coaching and instructional support – while they complete their bachelor's degree and certification. Garland ISD will pay for the bachelor's degree and certification costs in full (after financial aid and scholarships have been deducted from the program participants accounts).

### PRIOR LEARNING ASSESSMENT DETAILS

Program participants will engage in a series of coursework, developed and facilitated by Garland ISD, to prepare them to move into the sheltered teaching role. Following successful completion of this training, Garland ISD will locally certify program participants. Dallas College will utilize the prior learning assessment process (see below exhibit) to award between six and up to fifteen course credit hours to program participants, based upon their Educational Aide certificate level and their status as a Garland ISD locally certified teacher.

#### Exhibit A: Certifications and Transfer Credits

Certifications	Number of Transfer Hours	Courses Transferred
Educational Aide I Certificate* + Garland Locally Certified Teacher Designation	Six (6)	Any combination of the below courses: <ul style="list-style-type: none"> <li>• EDUC 1301</li> <li>• EDUC 2301</li> <li>• EDEC 3301</li> <li>• EDEC 3305</li> </ul>
Educational Aide II** Certificate + Garland Locally Certified Teacher Designation	Nine (9)	Any combination of the below courses: <ul style="list-style-type: none"> <li>• EDEC 3301</li> <li>• EDEC 3305</li> <li>• EDEC 3307</li> <li>• EDEC 3302</li> <li>• EDEC 3303</li> </ul>

**Note: The educational aide certificates are structured as progressive certificates. As such, participants who hold the Educational Aide II certificate will be awarded the six credit hours associated with the Educational Aide I certificate, in addition to the nine credit hours associated with the Educational Aide II certificate.**

\*Six credit hours will be transferred in alignment with the [Educational Aid Certificate I](#) certification requirements which include the successful completion of education and training courses that include:

- Human Growth and Development, as described in §127.311; or
- Child Development, as described in §127.317; or
- Child Guidance, as described in §127.318; or
- Practicum in Early Learning, as described in §127.320; or
- Human Growth and Development, as described in §127.323; or
- Communication and Technology in Education, as described in §127.324; or
- Instructional Practices, as described in §127.325; or
- Practicum in Education and Training, as described in §127.326

Texas Administrative Code: [19 TAC Chapter 230E \(texas.gov\)](#)

\*Nine credit hours will be transferred in alignment with the [Educational Aid Certificate II](#) certification requirements which include:

- demonstrated proficiency in a specialized skill area as determined by the local school district; and
- experience working with students or parents as approved by the employing superintendent.



GARLAND INDEPENDENT SCHOOL DISTRICT

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## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Mark Booker, Executive Director of Purchasing  
Paul Gonzales, Executive Director of Facilities and Maintenance

**Subject:** Consider Approval of Purchase of Tennis Court Surfaces and Repairs  
(#206-25)

### Action Item

#### **Executive Summary:**

This contract aims to provide the Facilities and Maintenance department with access to Tennis Court Surfaces and Repairs.

Reviewed and approved by Paul Gonzales, Executive Director of Facilities and Maintenance, Mark Booker, Executive Director of Purchasing and Darrell Dodds, Chief Financial Officer.

#### **Administrative Recommendations:**

It is the administration's recommendation that the offer(s) for Tennis Court Surface and Repairs from the companies, Dobbs Tennis Courts, Inc., Hellas Construction, Inc., and Symmetry Sports LLC, provides the best value to the Garland Independent School District.

New Award – Replacement

Procurement Method: Cooperative Purchase Contract

Contract Term: One (1) year with two (2) annual renewal options

#### **Recommended Motion for Action Items:**

Move to approve contract#206-25 Tennis Court Surface and Repairs as presented to the Board of Trustees.

#### **Financial Impact and Funding Source:**

Not to Exceed Amount: \$200,000

199 - General Fund



GARLAND INDEPENDENT SCHOOL DISTRICT

## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Mark Booker, Executive Director of Purchasing  
Dr. Gradyne Brown, Assistant Superintendent Human Resources

**Subject:** Consider Approval of Purchase of Absence Management and Applicant Tracking System (#211-25)

### Action Item

#### **Executive Summary:**

This award will co-exist with other Human Resource systems to manage employee absences and meet the applicant tracking needs for the District.

Reviewed and approved by Gradyne Brown, Assistant Superintendent Human Resource, Mark Booker, Executive Director of Purchasing, and Darrell Dodds, Chief Financial Officer.

#### **Administrative Recommendations:**

It is the administration's recommendation that the offer(s) for Absence Management and Applicant Tracking System, from Frontline Technologies, provides the best value to the Garland Independent School District.

New Award - Replacement

Procurement Method: Request for Proposal

Contract Term: One (1) year with four (4) annual renewal options

#### **Recommended Motion for Action Items:**

Move to approve contract#211-25 Absence Management and Applicant Tracking System as presented to the Board of Trustees.

#### **Financial Impact and Funding Source:**

Not to Exceed Amount: \$81,000

199 - General Funds



## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Mark Booker, Executive Director of Purchasing

**Subject:** Consider Approval of Purchase of District Furniture (#277-24-01)

### Action Item

#### **Executive Summary:**

Plano Office Supply is offering all Hon products at a 60% catalog discount through TIPs contract.

Reviewed and approved by Mark Booker, Executive Director of Purchasing, and Darrell Dodds Chief Financial Officer.

#### **Administrative Recommendations:**

It is the administration's recommendation that the offer(s) for District Furniture from Plano Office Supply, provides the best value to the Garland Independent School District.

New Replacement

Procurement Method: Cooperative Purchase Contract

Contract Term: One (1) year with three (3) annual renewal options

#### **Recommended Motion for Action Items:**

Move to approve contract#277-24-01 District Furniture as presented to the Board of Trustees.

#### **Financial Impact and Funding Source:**

Not to Exceed Amount: \$225,000

199 - General Fund



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## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Mark Booker, Executive Director of Purchasing

**Subject:** Consider Approval of Purchase of Copy Paper (#282-25)

### Action Item

**Executive Summary:**

Copy Paper inventory for district-wide purchases.

Reviewed and approved by Mark Booker, Executive Director of Purchasing, and Darrell Dodds, Chief Financial Officer.

**Administrative Recommendations:**

It is the administration's recommendation that the offer(s) for Copy Paper from the companies, Staples Advantage, Clampitt Paper Dallas, and Western-BRW Paper Co. Inc., provides the best value to the Garland Independent School District.

New Award – Replacement

Procurement Method: Interlocal Contract EPCNT

Contract Term: One (1) year with two (2) annual renewal options

**Recommended Motion for Action Items:**

Move to approve contract#282-25 Copy Paper as presented to the Board of Trustees.

**Financial Impact and Funding Source:**

Not to Exceed Amount: \$600,000

199 - General Fund



GARLAND INDEPENDENT SCHOOL DISTRICT

## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Mark Booker, Executive Director of Purchasing  
Kevin Massey, Advanced Academics Administrator

**Subject:** Consider Approval of Purchase of TSIA2 Testing (#325-25-01)

### Action Item

#### **Executive Summary:**

The Texas Success Initiative Assessment 2.0 (TSIA2) assesses student readiness for college-level coursework in English language arts and reading and mathematics. Students scoring at or above the benchmarks are considered “college ready” and eligible to enroll in any entry level college course without remediation. This Assessment is the result of the Texas Success Initiative mandated by the Texas State Legislature.

Reviewed and approved by Kevin Massey, Advanced Academics Administrator, Mark Booker, Executive Director of Purchasing and Darrell Dodds, Chief Financial Officer.

#### **Administrative Recommendations:**

It is the administration’s recommendation that the offer(s) for TSIA2 Testing from the company, College Board, provides the best value to the Garland Independent School District.

New Award – Replacement

Procurement Method: Cooperative Purchase Contract

Contract Term: One (1) year with one (1) annual renewal options

#### **Recommended Motion for Action Items:**

Move to approve contract#325-25-01 TSIA2 Testing as presented to the Board of Trustees.

#### **Financial Impact and Funding Source:**

Not to Exceed Amount: \$170,000

211 - ESEA Title I Part A-Improving Basic Programs



GARLAND INDEPENDENT SCHOOL DISTRICT

## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Mark Booker, Executive Director of Purchasing  
Dr. Ron Griffen, Executive Director of Athletics

**Subject:** Consider Approval of Purchase of Football Equipment (#343-24-01)

### Action Item

#### **Executive Summary:**

The Athletics Department will purchase Football equipment items for high schools and middle schools to support participation in upcoming UIL competitions.

Reviewed and approved by Ron Griffen, Executive Director of Athletics, Mark Booker, Executive Director of Purchasing, and Darrell Dodds Chief Financial Officer.

#### **Administrative Recommendations:**

It is the administration's recommendation that the offer(s) for Football Equipment from the company or companies listed on the Exhibit "A" below provides the best value to the Garland Independent School District.

New - Replacement

Procurement Method: Request for Bid

Contract Term: One (1) year with three (3) annual renewal options

#### **Recommended Motion for Action Items:**

Move to approve contract#343-24-01 Football Equipment as presented to the Board of Trustees.

#### **Financial Impact and Funding Source:**

Not to Exceed Amount: Confidential

199 - General Fund

**Exhibit "A"**  
**BID TABULATION**  
**GARLAND INDEPENDENT SCHOOL DISTRICT**

**Sourcing - Supplier Negotiation Detail**

Time run: 4/2/2024 12:24:16 PM

**Prompt Selections:**

Bid Rfq Num: 102552

Bid Rfq Num	102552	Auction Title	343-24-01 Football Equipment
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**\*Confidential**

Ln #	Award (Y/N)	Reason	Item Description	Quantity	UOM	Supplier	Price	Extended Price
1	Y		Adams Hip/Tail Pads or approved equal #TL300, white	70	PR	AMERICA TEAM SPORTS	9.85	689.50
						*ASB SPORTS ACQUISITION INC		
2	Y		Adams Knee Pads or approved equal, #TL850, white	175	PR	AMERICA TEAM SPORTS	4.75	831.25
						*ASB SPORTS ACQUISITION INC		
3	Y		Adams Small Knee Pads or approved equal, #KLF-1	100	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	4.50	450.00
4	Y		Adams Thigh Pads #TL950, or approved equal	60	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	12.50	750.00
5	Y		Adams Thigh Pad Set, #MGU95 or approved equal	60	SET	AMERICA TEAM SPORTS	12.50	750.00
6	Y		Adams Laundry Belts #LS19 or approved equal, Color to follow when order is placed	1,100	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	2.30	2,530.00
7	Y		Mouthpieces, Adams #MG301, or approved equal, Color to follow when order is placed	6,400	EA	RIDDELL ALL AMERICAN	0.40	2,560.00
						Varsity Brands Holdings Co Inc	0.46	2,944.00
						AMERICA TEAM SPORTS	0.65	4,160.00
						*ASB SPORTS ACQUISITION INC		
8	Y		Champion 101 Wrestler Knee Pads 9 or approved equal, Color to follow when order is placed	150	PR	AMERICA TEAM SPORTS	6.65	997.50
9	Y		Champion Electric Air Pump #EP1500, or approved equal	1	EA	Varsity Brands Holdings Co Inc	73.98	73.98
						*ASB SPORTS ACQUISITION INC		
						Pyramid School Products	89.95	89.95
						AMERICA TEAM SPORTS	120.00	120.00
10	Y		Riddell Speed Revolution Helmet or approved equal, #R41190 with 4 pt. hard cup chin strap, face mask Sizes & face mask to follow when order is placed	42	EA	RIDDELL ALL AMERICAN	192.00	8,064.00
11	Y		Riddell Speed Revolution Helmet or approved equal, #R41190 with 4 pt. hard cup chin strap, face mask, x-large, face mask to follow when order is placed	6	EA	RIDDELL ALL AMERICAN	307.00	1,842.00
12	Y		Riddell Revolution Speed Helmet or approved equal, Denver Metallic with black facemask, helmets with 4 pt. black hard cup chin strap, helmets need to be predrilled for high hook-up medium S2BD-LW-V large S2BD-LW-V large S2BDC-LW-V	12	EA	RIDDELL ALL AMERICAN	292.00	3,504.00
13	Y		Riddell Classic Speed Helmet or approved equal, #R41167 Maroon helmet & chin strap with navy facemask Helmets predrilled for high hook-up with 4 pt. hard cup chin straps Sizes & facemasks to follow when order is placed	24	EA	RIDDELL ALL AMERICAN	272.00	6,528.00
14	Y		Riddell Speed Flex Helmet or approved equal, #R41195 Helmet, face mask & chin strap color to follow when order is placed Helmets predrilled for high hook-up with 4 pt. hard cup chin straps Sizes & facemasks to follow when order is placed	24	EA	RIDDELL ALL AMERICAN	377.00	9,048.00
15	Y		Riddell Speed Flex Helmet, x-large or approved equal, #R41195 Helmet, face mask & chin strap color to follow when order is placed predrilled for high hook-up with 4 pt. hard cup chin straps facemasks to follow when order is placed	20	EA	RIDDELL ALL AMERICAN	392.00	7,840.00
16	Y		Riddell Speed Helmet Repair Kits #R27590, or approved equal	6	EA	RIDDELL ALL AMERICAN	322.25	1,933.50

**The District solicited 494 suppliers and received 5 responses.**

**Exhibit "A"**  
**BID TABULATION**  
**GARLAND INDEPENDENT SCHOOL DISTRICT**

Ln #	Award (Y/N)	Reason	Item Description	Quantity	UOM	Supplier	Price	Extended Price
17	Y		Riddell Speedflex Combo Mox Box Helmet Accessory Kit #R27523, or approved equal	1	EA	RIDDELL ALL AMERICAN	181.00	181.00
18	Y		Riddell Helmet Inflator Pumps #R45931, or approved equal	13	EA	RIDDELL ALL AMERICAN	15.50	201.50
19	Y		Riddell Speed Hard Chin Straps or approved equal, #R45621 High hook-up, color to follow when order is placed	125	EA	RIDDELL ALL AMERICAN	19.00	2,375.00
20	Y		Riddell Speedflex Chin Strap, #R458222 Medium, color to follow when order is placed, or approved equal	6	EA	RIDDELL ALL AMERICAN	23.00	138.00
21	Y		Riddell Speed Facemasks or approved equal, color & style to follow when order is placed	14	EA	RIDDELL ALL AMERICAN	48.00	672.00
22	Y		Riddell SK Shoulder Pad #R48310 or approved equal, black	5	PR	*ASB SPORTS ACQUISITION INC		
						RIDDELL ALL AMERICAN	180.00	900.00
23	Y		Riddell AP Shoulder Pad #R48310 or approved equal, black	5	PR	RIDDELL ALL AMERICAN	139.00	695.00
						*ASB SPORTS ACQUISITION INC		
24	Y		Riddell 1 1/2 Swivel T-hooks #R001203BK, or approved equal, black	50	EA	RIDDELL ALL AMERICAN	1.30	65.00
25	Y		Riddell Air Knee Pads 6 1/2 #R48158, or approved equal, white	100	PR	*ASB SPORTS ACQUISITION INC		
						RIDDELL ALL AMERICAN	7.15	715.00
26	Y		Riddell Biolite Micro Knee Pads #R48159, or approved equal	100	PR	*ASB SPORTS ACQUISITION INC		
						RIDDELL ALL AMERICAN	6.00	600.00
27	Y		Riddell Speed Quick Release Pin #456109, or approved equal	48	EA	RIDDELL ALL AMERICAN	4.99	239.52
28	Y		Riddell Speed Quick Receptacle #45960, or approved equal	12	EA	RIDDELL ALL AMERICAN	3.42	41.04
29	Y		Riddell Dipped Thigh Pads, medium 7" #R48132, or approved equal	60	PR	RIDDELL ALL AMERICAN	14.00	840.00
30	Y		Riddell Biolite Thigh Pads #R48155, or approved equal	60	PR	RIDDELL ALL AMERICAN	9.25	555.00
						*ASB SPORTS ACQUISITION INC		
31	Y		Riddell Biolite Hip/Tail Pads #R48154, or approved equal	60	PR	RIDDELL ALL AMERICAN	9.00	540.00
						*ASB SPORTS ACQUISITION INC		
32	Y		Douglas Custom Shoulder Pads CP QB/WR with back plates or approved equal, sizes & style to follow when order is placed	1	PR	AMERICA TEAM SPORTS	470.00	470.00
33	Y		Douglas Destroyer Shoulder Pads or approved equal, Sizes to follow when order is placed	35	PR	AMERICA TEAM SPORTS	150.00	5,250.00
						*ASB SPORTS ACQUISITION INC		
34	Y		Douglas Custom Shoulder Pads or approved equal, Sizes to follow when order is placed	6	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	450.00	2,700.00
35	Y		Douglas Shoulder Pads CP25Z - #PC25Z, or approved equal, sizes to follow when order is placed	6	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	450.00	2,700.00
36	Y		Douglas shoulder pads, CP QBK DB or approved equal, #PCQKDB, sizes to follow when order is placed	6	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	450.00	2,700.00
37	Y		Douglas shoulder pads, SP QB/WR #PSQB or approved equal, Sizes to follow when order is placed	6	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	385.00	2,310.00
38	Y		Douglas shoulder pads, SP 25 #PS25 or approved equal, Sizes to follow when order is placed	6	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	385.00	2,310.00
39	Y		Douglas shoulder pads, SP Mr. DZ or approved equal, #PSDZ, sizes to follow when order is placed	6	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	385.00	2,310.00
40	Y		Douglas 4 Shoulder Pad Back Plates #ALBP, or approved equal	10	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	33.00	330.00
41	Y		Douglas Knee Pad #ADK, or approved equal	36	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	4.75	171.00

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**Exhibit "A"**  
**BID TABULATION**  
**GARLAND INDEPENDENT SCHOOL DISTRICT**

Ln #	Award (Y/N)	Reason	Item Description	Quantity	UOM	Supplier	Price	Extended Price
						VARSITY BRANDS HOLDINGS CO INC	6.38	229.68
42	Y		Wilson GST Footballs with school name No seconds) (no subs) District Approved Ball	85	EA	*ASB SPORTS ACQUISITION INC		
						PYRAMID SCHOOL PRODUCTS	99.95	8,495.75
43	Y		BSN Hexa Rings #1454873 (set), or approved equal	3	EA	VARSITY BRANDS HOLDINGS CO INC	33.98	101.94
44	Y		Schutt Universal Jaw Pads #7743, or approved equal, Color to follow when order is placed	20	PR	AMERICA TEAM SPORTS	11.00	220.00
						*ASB SPORTS ACQUISITION INC		
45	Y		Schutt DNA Universal Firm Jaw Pads or approved equal, Color to follow when order is placed	70	PR	AMERICA TEAM SPORTS	11.00	770.00
						*ASB SPORTS ACQUISITION INC		
46	Y		Schutt Inter-link Jaw Pads #140083090, Silver, or approved equal	12	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	17.00	204.00
47	Y		Schutt Inter-link Jaw Pads #14003290 or approved equal, Silver	12	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	17.00	204.00
48	Y		Schutt Air Maxx 5/8" PU Jaw Pads #140082090, or approved equal, color to follow when order is placed	12	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	11.00	132.00
49	Y		Schutt Air Maxx 1" PU Jaw Pads #140084090, or approved equal, color to follow when order is placed	17	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	11.00	187.00
50	Y		Schutt Air Maxx 1 1/8" PU Jaw Pads #140085090, or approved equal, color to follow when order is placed	17	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	11.00	187.00
51	Y		Schutt Air Maxx 1 3/8" PU Jaw Pads #140016090, or approved equal, color to follow when order is placed	17	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	11.00	187.00
52	Y		Schutt Chin Straps #7855, high hook-up Hard cup, or approved equal, color to follow when order is placed	150	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	17.00	2,550.00
53	Y		Schutt Chin Straps #7858, or approved equal, Color to follow when order is placed	20	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	17.00	340.00
54	Y		Schutt DNA Varsity Sideline Kit #8500-V, or approved equal	3	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	280.00	840.00
55	Y		Schutt Helmet Repair Packets or approved equal	150	EA	AMERICA TEAM SPORTS	6.50	975.00
						*ASB SPORTS ACQUISITION INC		
56	Y		Schutt Vengeance VTDII #204801 Pearl Navy with attached black facemasks HP switch All black, black chin strap, or approved equal, Sizes to follow when order is placed	26	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	265.00	6,890.00
57	Y		Schutt Vengeance VTDII #204801, or approved equal, Black with black face mask, black chin strap Sizes to follow when order is placed	10	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	265.00	2,650.00
58	Y		Schutt Vengeance DCT Helmet Maroon with navy face mask & maroon hard cup chin strap or approved equal, #204014CCC & 2040015CCC	12	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	265.00	3,180.00
59	Y		Schutt Vengeance VTD II Helmet Maroon with navy face mask & maroon hard cup chin strap or approved equal, #2048014CCC & 2048015CCC	12	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	265.00	3,180.00
60	Y		Schutt Vengeance VTD II #204801, or approved equal, Metallic Royal with grey (silver) face mask Royal blue chin strap, sizes and face masks to follow when order is placed	20	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	265.00	5,300.00
61	Y		Schutt DNA Recruit Helmets or approved equal, white with gray facemask installed, sizes to follow when order is placed	200	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	150.00	30,000.00
62	Y		Schutt DNA Pro Helmets or approved equal, Vegas Gold with Seattle Blue facemask, sizes & style of facemask to follow when order is placed	28	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	265.00	7,420.00

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**BID TABULATION**  
**GARLAND INDEPENDENT SCHOOL DISTRICT**

Ln #	Award (Y/N)	Reason	Item Description	Quantity	UOM	Supplier	Price	Extended Price
63	Y		Schutt Jr. Pro 7900 Shoulder Pads or approved equal	80	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	70.00	5,600.00
64	Y		Schutt Shoulder Pad Strapping or approved equal, black	12	RL	AMERICA TEAM SPORTS	45.00	540.00
65	Y		Schutt Inflator Pumps or approved equal	4	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	11.50	46.00
66	Y		Schutt Varsity Shoulder Pad Backplates #79923000, or approved equal	10	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	30.00	300.00
67	Y		Schutt Air Flex Shoulder Pads #940500, or approved equal	10	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	200.00	2,000.00
68	Y		Schutt Varsity Flex Shoulder Pads #800217, or approved equal	10	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	180.00	1,800.00
69	Y		Schutt Skill Air Maxx Shoulder Pads #801817, or approved equal, sizes to follow when order is placed	24	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	200.00	4,800.00
70	Y		Schutt Air Maxx OL/DL Shoulder Pads #801855, or approved equal, sizes to follow when order is placed	12	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	200.00	2,400.00
71	Y		Schutt Air Maxx Rib Protector #800802, or approved equal, Black	24	PR	AMERICA TEAM SPORTS	65.00	1,560.00
						*ASB SPORTS ACQUISITION INC		
72	Y		Schutt 1 1/2" Shoulder Pad T-hooks or approved equal	450	EA	AMERICA TEAM SPORTS	0.80	360.00
73	Y		Schutt Twist Release Retainer #15001192, or approved equal, white	12	EA	AMERICA TEAM SPORTS	11.50	138.00
74	Y		Schutt Air Cushioned Knee Pads #1342012 DKP-YA, or approved equal	60	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	7.00	420.00
75	Y		Schutt Skill Position Varsity Knee Pads, #13440402 DKP-SK, or approved equal	60	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	7.00	420.00
76	Y		Schutt Reinforced Universal Varsity Thigh Pads #13201202 VTP, or approved equal	60	PR	AMERICA TEAM SPORTS	12.00	720.00
77	Y		Schutt Universal Youth Thigh Pads #132810302 YTPE, or approved equal	60	PR	AMERICA TEAM SPORTS	14.00	840.00
78	Y		Schutt #13020202 Tailbone Pads, or approved equal	60	PR	AMERICA TEAM SPORTS	1.50	90.00
79	Y		Schutt 7 piece Pad Set HD Slotted #13661101, or approved equal	60	PR	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	16.75	1,005.00
80	Y		Schutt FB Helmet Cover or approved equal	5	DZN	VARSITY BRANDS HOLDINGS CO INC	25.98	129.90
						*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	36.00	180.00
84	Y		Down Helmet Cart #1149449 Holds 60 helmets, or approved equal	1	EA	VARSITY BRANDS HOLDINGS CO INC	298.98	298.98
						AMERICA TEAM SPORTS	440.00	440.00
						PYRAMID SCHOOL PRODUCTS	499.95	499.95
85	Y		Pro Down Pylons, orange Weighted Anchorless #BA4-MSWPYLON, or approved equal	2	SET	VARSITY BRANDS HOLDINGS CO INC	30.96	61.92
						*ASB SPORTS ACQUISITION INC		
						PYRAMID SCHOOL PRODUCTS	39.95	79.90
86	Y		Down Indicator & Chains #B54-1376988, or approved equal	1	SET	*ASB SPORTS ACQUISITION INC		
						VARSITY BRANDS HOLDINGS CO INC	238.98	238.98
						PYRAMID SCHOOL PRODUCTS	295.95	295.95
87	Y		Pro Down Helmet Rack with 6" Wheels #B54-1257731, or approved equal	1	EA	AMERICA TEAM SPORTS	440.00	440.00

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**Exhibit "A"**  
**BID TABULATION**  
**GARLAND INDEPENDENT SCHOOL DISTRICT**

Ln #	Award (Y/N)	Reason	Item Description	Quantity	UOM	Supplier	Price	Extended Price	
88	Y		Disk Cones or approved equal #B54-1255706, orange		5	DZN	Varsity Brands Holdings Co Inc	3.98	19.90
							*ASB Sports Acquisition Inc		
							Pyramid School Products	5.88	29.40
89	Y		Fox 40 Whistles, no subs		235	EA	America Team Sports	3.00	705.00
							*ASB Sports Acquisition Inc		
							Varsity Brands Holdings Co Inc	3.41	801.35
90	Y		Lanyards Color to follow when order is placed		10	DZ	Varsity Brands Holdings Co Inc	4.93	49.30
							Pyramid School Products	5.88	58.80
91	Y		Athletic Specialties PT1 1Extra Point Tees or approved equal		22	EA	Varsity Brands Holdings Co Inc	2.98	65.56
92	Y		Athletic Specialties Webb Belts or approved equal #PWB Color to follow when order is placed		500	EA	Varsity Brands Holdings Co Inc	0.82	410.00
							America Team Sports	1.15	575.00
							Pyramid School Products	0.89	445.00
94	Y		Baden QB1-NFHS Middle School Footballs -		60	EA	*ASB Sports Acquisition Inc		
							America Team Sports	95.00	5,700.00
							Pyramid School Products	20.95	1,257.00
95	Y		Wilson Official Size Leather Middle School Football #WTF1320B, or approved equal		60	EA	*ASB Sports Acquisition Inc		
							Varsity Brands Holdings Co Inc	65.91	3,954.60
							Pyramid School Products	31.89	1,594.50
96	Y		Master Lock with key & combination Black or approved equal #V-69 #228-278		50	EA	America Team Sports	7.65	382.50
							Pyramid School Products	7.89	394.50
97	Y		Master Lock with key & combination Royal or approved equal #V659		50	EA	America Team Sports	7.65	382.50
							Pyramid School Products	7.89	394.50
98	Y		Master Lock with key & combination or approved equal #50 Black		98	EA	America Team Sports	7.65	749.70
							Pyramid School Products	7.89	773.22
99	Y		Scrimmage Helmet Cover, orange		7	DZ	Varsity Brands Holdings Co Inc	25.98	181.86
							*ASB Sports Acquisition Inc		
							America Team Sports	36.00	252.00
							Pyramid School Products	28.68	200.76
101	Y		Orange Cones (10 pkg.) or approved equal #A134		15	PK	America Team Sports	9.00	135.00
							Pyramid School Products	5.99	89.85
102	Y		Agility Dots 9Diameter		30	EA	Varsity Brands Holdings Co Inc	1.20	36.00
103	Y		Wizard 1" Kick off Tee #GT1 or approved equal		1	EA	Pyramid School Products	9.95	9.95
104	Y		2 color custom decal Green Bay G Gold outlined white on oval clear background Contact for sample		200	PR	Healy Awards Inc	3.50	700.00
							Riddell All American	4.43	886.00
105	Y		Custom Royal LC Logo Contact for Sample		50	PR	Healy Awards Inc	4.06	203.00
							Riddell All American	4.43	221.50
106	Y		2 Color Chrome Custom North Garland Decal		160	PR	Healy Awards Inc	6.99	1,118.40
							Riddell All American	8.08	1,292.80
107	Y		Custom Sachse Decal, two color Contact for sample		100	PR	Healy Awards Inc	3.80	380.00
							Riddell All American	4.43	443.00
108	Y		Custom Interlocking Chrome and silver trim - color to follow when order is placed		140	PR	Healy Awards Inc	7.24	1,013.60

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**BID TABULATION**  
**GARLAND INDEPENDENT SCHOOL DISTRICT**

Ln #	Award (Y/N)	Reason	Item Description	Quantity	UOM	Supplier	Price	Extended Price
			when order is placed			RIDDELL ALL AMERICAN	8.08	1,131.20
109	Y		Bronco Stripe - 2 color chrome	100	EA	RIDDELL ALL AMERICAN	4.75	475.00
						HEALY AWARDS INC	5.94	594.00
110	Y		Multi Helmet Stripe - Colors to follow when order is placed	80	EA	RIDDELL ALL AMERICAN	3.22	257.60
						HEALY AWARDS INC	3.57	285.60
111	Y		Helmet numbers, 1-99, Color to follow when order is placed	6	SET	RIDDELL ALL AMERICAN	20.74	124.44
						HEALY AWARDS INC	108.80	652.80
112	Y		Douglas SP Series Adult Rib Protector #AL-RIB4	12	EA	AMERICA TEAM SPORTS	48.00	576.00
						*ASB SPORTS ACQUISITION INC		
114	Y		Jugs Field General Football Throwing Machine #410635 or approved equal	1	EA	AMERICA TEAM SPORTS	3,500.00	3,500.00
						VARSITY BRANDS HOLDINGS CO INC	3,799.98	3,799.98
						PYRAMID SCHOOL PRODUCTS	3,339.99	3,339.99
115	Y		Riddell Speedflex Helmet Accessory Kit #R27599	3	EA	RIDDELL ALL AMERICAN	370.00	1,110.00
116	Y		JD Douglas Legacy Shoulder Pad, #PLIJ, or approved equal	4	PR	AMERICA TEAM SPORTS	180.00	720.00
117	Y		DD Legacy Douglas Shoulder Pad DD #PLDD, or approved equal	4	PR	AMERICA TEAM SPORTS	180.00	720.00
118	Y		RD Legacy Douglas Shoulder Pads #PLRD or approved equal	4	PR	AMERICA TEAM SPORTS	180.00	720.00
123	Y		BSN Gym Chalk Carbonate #PGE4360X, 1 lb. or approved equal	2	EA	*ASB SPORTS ACQUISITION INC		
						VARSITY BRANDS HOLDINGS CO INC	13.98	27.96
124	Y		Master Lock with key & combination, dark green, or approved equal	50	EA	AMERICA TEAM SPORTS	7.65	382.50
						PYRAMID SCHOOL PRODUCTS	8.95	447.50
126	Y		Naaman Forest Custom Helmet Decal three colors	100	PR	RIDDELL ALL AMERICAN	5.15	515.00
						HEALY AWARDS INC	8.10	810.00
127	Y		Douglas Shoulder Pad Rib Protector	8	EA	AMERICA TEAM SPORTS	48.00	384.00
128	Y		Riddell Speedflex Facemask SF-2BD #9541409, no subs	2	EA	RIDDELL ALL AMERICAN	48.00	96.00
129	Y		Riddell Speedflex Facemask SF-2EG-ii #9545709, no subs	2	EA	RIDDELL ALL AMERICAN	48.00	96.00
130	Y		#954SP209 Riddell Speedflex Facemask SF-2BD-SW, no subs	2	EA	RIDDELL ALL AMERICAN	66.50	133.00
131	Y		SF-2EG-SW Riddell Speedflex Facemask #954SP309, no subs	2	EA	RIDDELL ALL AMERICAN	66.50	133.00
132	Y		Game Breaker Soft Shell Helmet	24	EA	AMERICA TEAM SPORTS	45.50	1,092.00
133	Y		Force Soft Shell Helmet #CL9625	25	EA	AMERICA TEAM SPORTS	45.50	1,137.50
134	Y		1" Helmet Award - stock	600	EA	HEALY AWARDS INC	0.23	138.00
						RIDDELL ALL AMERICAN	0.50	300.00
135	Y		Custom 1" Award - 1 color	300	EA	HEALY AWARDS INC	0.24	72.00
						RIDDELL ALL AMERICAN	0.51	153.00
136	Y		4 color Chrome Finish Helmet Decal - Naaman	50	PR	HEALY AWARDS INC	8.72	436.00
						RIDDELL ALL AMERICAN	10.01	500.50
137	Y		McDavid Hexpad Girdles with pads #7555T, no subs, color & sizes to follow when order is placed	100	EA	AMERICA TEAM SPORTS	33.25	3,325.00
						*ASB SPORTS ACQUISITION INC		
138	Y		McDavid Thudd Hip/Thigh Hex Pad Girdles #757, white, no subs, sizes to follow when order is placed	150	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	42.45	6,367.50
139	Y		McDavid Hex Pad Short Girdle with wrap-around thigh #7991, black, no subs, sizes to follow when order is placed	24	EA	*ASB SPORTS ACQUISITION INC		
						AMERICA TEAM SPORTS	51.50	1,236.00
140	Y		Adams Girdle with sewn in padding #644LRP, no subs, sizes to follow when order is placed	25	BD	AMERICA TEAM SPORTS	18.15	453.75
						*ASB SPORTS ACQUISITION INC		

Rows 1 - 216 (All Rows)

**The District solicited 494 suppliers and received 5 responses.**



GARLAND INDEPENDENT SCHOOL DISTRICT

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## BOARD OF TRUSTEES AGENDA

**Date:** July 23, 2024

**Presented By:** Mark Booker, Executive Director of Purchasing  
Annamarie Banner, Executive Director of Transportation

**Subject:** Consider Approval of Purchase of Alternative Student Transportation (#68-20)

### Action Item

**Executive Summary:**

This renewal is for Alternative Student Transportation to transport students to and from school.

This year has shown an estimated spend of \$64,700 each month from August 2023 – June 2024. It is estimated that we will need \$75,000 per month for the new contract term of August 2024 – July 2025.

Reviewed and approved by Annamarie Banner, Executive Director of Transportation, Mark Booker, Executive Director of Purchasing, and Darrell Dodds, Chief Financial Officer.

**Administrative Recommendations:**

The administration recommends that the offer(s) for Alternative Logistics Technologies Holdings Inc., provides the best value to the Garland Independent School District.

Renewal

Procurement Method: Request for Proposal

Contract Term: Final of four (4) annual renewal options

**Recommended Motion for Action Items:**

Move to approve renewal of contract#68-20 Alternative Student Transportation as presented to the Board of Trustees.

**Financial Impact and Funding Source:**

Not to Exceed Amount: Original Award \$600,000 Increase \$300,000 New Award \$900,000

199 - General Fund