

**Agenda of Regular Meeting**  
**Board of Trustees**  
**Sanger Independent School District**  
**August 12, 2024**  
**6:00 PM**

Notice is hereby given that a Regular Meeting of the Board of Trustees of the Sanger Independent School District will be held August 12, 2024 beginning at 6:00 PM, 6th Grade Campus Cafeteria , 508 7th Street , Sanger, Tx 76266.

The subjects to be discussed or considered, or upon which any formal action may be taken, are as listed below. Items do not have to be taken in the same order as shown on the meeting notice.

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **INVOCATION**
4. **PUBLIC COMMENT**
5. **REPORTS**
  - 5.A. Financials  
**Presenter:** Mrs. Monica Herren
  - 5.B. Utility Report  
**Presenter:** Mrs. Monica Herren
  - 5.C. Operations  
**Presenter:** Ms. Gina Faircloth
  - 5.D. Curriculum & Instruction  
**Presenter:** Mrs. Jennie Flaa
  - 5.E. Human Resources  
**Presenter:** Mrs. Leann Loyless
  - 5.F. Safety & Security  
**Presenter:** Mrs. Leann Loyless & Chief Mike Picha
  - 5.G. Athletics  
**Presenter:** Mrs. Tracy Sykes & Mr. Chad Rogers
  - 5.H. Construction Manager Update  
**Presenter:** Mr. Kelly Teems
6. **COMMUNITY INPUT: ACTION AGENDA ITEMS**
7. **ACTION**
  - 7.A. Consent Agenda  
**Presenter:** Dr. Tommy Hunter
    - 7.A.1. Minutes of July
  - 7.B. Employee Sheets for August  
**Presenter:** Mrs. Leann Loyless
  - 7.C. Discuss & Consider for Approval to Amend the District of Innovation Plan for Three-Day Limitation on Suspensions-TEC 37.005.

- Presenter:** Mrs. Leann Loyless
- 7.D. Discuss & Consider for Approval the Inter-Local Cooperation Agreement Between Denton County and the Sanger Independent School District Police Department for the Use of the Denton County Radio Communications System.  
**Presenter:** Chief Mike Picha
- 7.E. Discuss & Consider for Approval the Memorandum of Understanding Between Denton County JJAEP and Sanger ISD for the 2024-2025 School Year.  
**Presenter:** Dr. Tommy Hunter
- 7.F. Discuss & Consider for Approval Update to TASB Policy 123.  
**Presenter:** Dr. Tommy Hunter
- 7.G. Discuss & Consider Approval of Agreement for the Purchase of Attendance Credit (Option 3 Agreement) and to Delegate Contractual Authority to the Superintendent.  
**Presenter:** Mrs. Monica Herren
- 7.H. Discuss & Consider for Approval the 2024-2025 Teacher Compensation Plan.  
**Presenter:** Mrs. Monica Herren
- 7.I. Discuss & Consider for Approval the 2024-2025 Extra Duty Stipends.  
**Presenter:** Mrs. Monica Herren
- 7.J. Discuss & Consider for Approval the Child Nutrition Student and Adult Meal Prices for the 2024-2025 School Year.  
**Presenter:** Mrs. Monica Herren and Mrs. Audrey Roberts
8. **SUPERINTENDENT REPORT**  
**Presenter:** Dr. Tommy Hunter
9. **BOARD MEMBER COMMENTS, REPORTS, AND DISCUSSION**
10. **ADJOURNMENT**

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



# Sanger Independent School District

601 Elm St., Sanger, Texas 76266

## PUBLIC OPEN FORUM/COMMUNITY INPUT FORM

This form is used to register one's desire to speak before the Sanger ISD Board of Trustees at a Regular Called Board Meeting. Please complete and submit this form to the Board Secretary prior to the beginning of the meeting.

You may address the Board:

- During Public Comment for Input on Issues NOT on the Posted Agenda
- During Community Input for Posted Action Agenda Items
- During any Public Hearing (this form is not necessary for Public Hearings)

The Board encourages public comment. All public comments at a regularly scheduled meeting should be limited to school district governance and operations. All public comments at a meeting other than a regularly scheduled meeting should be limited to agenda items posted for the meeting.

All speakers will be limited to no more than 5 minutes, and a total of 30 minutes has been allotted for public comment. Additionally, if there are five or more individuals that would like to speak on the same topic, you are encouraged to appoint an individual to speak on behalf of the group in order to efficiently utilize the time allotted for the public comment section of the meeting.

If you have a specific concern related to an employee of the District or a specific student issue, you are encouraged to utilize the District's grievance procedures provided in Board Policies DGBA (LOCAL), FNG (Local), and GF (LOCAL) or applicable grievance process.

Finally, remember that the Board may not discuss or act upon any issues that are not properly posted on the agenda and may choose to address comments made related to an agenda item, at the time the agenda item is discussed in the meeting.

The Board of Trustees appreciates your active participation in the school district.

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

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Community Input – Topic: \_\_\_\_\_

Action Agenda Item: #(s) \_\_\_\_\_

	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
5000 - REVENUES					
5700 - REVENUE-LOCAL AND INTERMEDIATE					
5710 - LOCAL REAL/PERS PROPERTY TAXES	15,517,522.00	17,725.01	-15,441,925.82	75,596.18	99.51%
5730 - TUITION AND FEES	117,000.00	-600.00	-55,890.00	61,110.00	47.77%
5740 - OTHER REVENUES LOCAL SOURCES	575,000.00	-59,705.43	-614,725.64	-39,725.64	106.91%
5750 - REVENUES-COCURRIC/ENTERPRISING	56,000.00	.00	-53,137.59	2,862.41	94.89%
5760 - REVENUES FROM INTERMED SOURCES	55,000.00	62,470.97	-56,962.03	-1,962.03	103.57%
<b>Total REVENUE-LOCAL AND INTERMEDIATE</b>	<b>16,320,522.00</b>	<b>19,890.55</b>	<b>-16,222,641.08</b>	<b>97,880.92</b>	<b>99.40%</b>
5800 - STATE PROGRAM REVENUES					
5810 - PER CAPITA/FOUNDATION REVENUES	13,894,662.00	-64,142.00	-9,474,967.00	4,419,695.00	68.19%
5830 - REV/STATE AGENCIES (NOT TEA)	1,843,232.00	.00	-1,301,937.41	541,294.59	70.63%
<b>Total STATE PROGRAM REVENUES</b>	<b>15,737,894.00</b>	<b>-64,142.00</b>	<b>-10,776,904.41</b>	<b>4,960,989.59</b>	<b>68.48%</b>
5900 - FEDERAL PROGRAM REVENUES					
5930 - FED REV DIST BY STATE(NOT TEA)	481,000.00	.00	-174,344.39	306,655.61	36.25%
<b>Total FEDERAL PROGRAM REVENUES</b>	<b>481,000.00</b>	<b>.00</b>	<b>-174,344.39</b>	<b>306,655.61</b>	<b>36.25%</b>
7000 - OTHER RESOURCES ACCOUNTS					
7900 - OTHER RESOURCE ACCOUNTS					
7910 - OTHER RESOURCES	1,450,000.00	.00	.00	1,450,000.00	.00%
<b>Total OTHER RESOURCE ACCOUNTS</b>	<b>1,450,000.00</b>	<b>.00</b>	<b>.00</b>	<b>1,450,000.00</b>	<b>.00%</b>
<b>Total Revenue Local-State-Federal</b>	<b>33,989,416.00</b>	<b>-44,251.45</b>	<b>-27,173,889.88</b>	<b>6,815,526.12</b>	<b>79.95%</b>

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
6000 - EXPENDITURES/EXPENSES						
11 - INSTRUCTION						
6100 - PAYROLL COSTS	-16,323,621.00	.00	13,983,106.53	-266.00	-2,340,514.47	85.66%
6200 - PROFESSIONAL & CONTRACTED SVS	-584,804.40	.00	599,946.51	11,482.24	15,142.11	102.59%
6300 - SUPPLIES AND MATERIALS	-585,261.60	8,881.88	441,966.66	7,589.54	-134,413.06	75.52%
6400 - OTHER OPERATING COSTS	-4,100.00	.00	3,423.78	.00	-676.22	83.51%
6600 - CPTL OUTLY LAND BLDG & EQUIP	.00	.00	.00	.00	.00	.00%
<b>Total Function11 INSTRUCTION</b>	<b>-17,497,787.00</b>	<b>8,881.88</b>	<b>15,028,443.48</b>	<b>18,805.78</b>	<b>-2,460,461.64</b>	<b>85.89%</b>
12 - INSTRUCTIONAL RESOURCES/MEDIA						
6100 - PAYROLL COSTS	-194,617.00	.00	166,148.75	.00	-28,468.25	85.37%
6200 - PROFESSIONAL & CONTRACTED SVS	-11,500.00	.00	9,288.00	.00	-2,212.00	80.77%
6300 - SUPPLIES AND MATERIALS	-52,360.00	264.35	51,479.64	.00	-616.01	98.32%
6400 - OTHER OPERATING COSTS	-1,400.00	.00	1,400.00	.00	.00	100.00%
<b>Total Function12 INSTRUCTIONAL</b>	<b>-259,877.00</b>	<b>264.35</b>	<b>228,316.39</b>	<b>.00</b>	<b>-31,296.26</b>	<b>87.86%</b>
13 - CURRICULUM & STAFF DEVELOPMENT						
6100 - PAYROLL COSTS	-118,110.00	.00	106,317.63	851.36	-11,792.37	90.02%
6200 - PROFESSIONAL & CONTRACTED SVS	-41,332.00	.00	26,934.00	.00	-14,398.00	65.17%
6300 - SUPPLIES AND MATERIALS	-175,000.00	1,058.01	79,062.07	1,485.10	-94,879.92	45.18%
6400 - OTHER OPERATING COSTS	-50,675.00	2,483.01	25,124.13	-735.31	-23,067.86	49.58%
<b>Total Function13 CURRICULUM &amp; STAFF</b>	<b>-385,117.00</b>	<b>3,541.02</b>	<b>237,437.83</b>	<b>1,601.15</b>	<b>-144,138.15</b>	<b>61.65%</b>
21 - INSTRUCTIONAL LEADERSHIP						
6100 - PAYROLL COSTS	-554,785.00	.00	603,377.31	852.38	48,592.31	108.76%
6300 - SUPPLIES AND MATERIALS	-4,750.00	.00	269.99	.00	-4,480.01	5.68%
6400 - OTHER OPERATING COSTS	-1,250.00	.00	230.00	.00	-1,020.00	18.40%
<b>Total Function21 INSTRUCTIONAL LEADERSHIP</b>	<b>-560,785.00</b>	<b>.00</b>	<b>603,877.30</b>	<b>852.38</b>	<b>43,092.30</b>	<b>107.68%</b>
23 - SCHOOL LEADERSHIP						
6100 - PAYROLL COSTS	-2,053,142.00	.00	1,873,603.07	683.74	-179,538.93	91.26%
6200 - PROFESSIONAL & CONTRACTED SVS	-3,150.00	269.00	389.32	.00	-2,491.68	12.36%
6300 - SUPPLIES AND MATERIALS	-33,849.56	644.43	24,901.09	322.93	-8,304.04	73.56%
6400 - OTHER OPERATING COSTS	-19,815.44	.00	9,051.20	1,700.76	-10,764.24	45.68%
<b>Total Function23 SCHOOL LEADERSHIP</b>	<b>-2,109,957.00</b>	<b>913.43</b>	<b>1,907,944.68</b>	<b>2,707.43</b>	<b>-201,098.89</b>	<b>90.43%</b>
31 - GUIDANCE AND COUNSELING SVS						
6100 - PAYROLL COSTS	-855,265.00	.00	676,037.82	.00	-179,227.18	79.04%
6300 - SUPPLIES AND MATERIALS	-52,680.00	12,770.00	11,231.94	.00	-28,678.06	21.32%
6400 - OTHER OPERATING COSTS	-15,000.00	443.96	6,709.33	.00	-7,846.71	44.73%
<b>Total Function31 GUIDANCE AND COUNSELING</b>	<b>-922,945.00</b>	<b>13,213.96</b>	<b>693,979.09</b>	<b>.00</b>	<b>-215,751.95</b>	<b>75.19%</b>
33 - HEALTH SERVICES						
6100 - PAYROLL COSTS	-375,374.00	.00	322,860.64	.00	-52,513.36	86.01%
6200 - PROFESSIONAL & CONTRACTED SVS	-1,100.00	.00	185.00	.00	-915.00	16.82%
6300 - SUPPLIES AND MATERIALS	-15,685.00	.00	15,097.78	.00	-587.22	96.26%
6400 - OTHER OPERATING COSTS	-2,000.00	.00	1,169.00	.00	-831.00	58.45%
<b>Total Function33 HEALTH SERVICES</b>	<b>-394,159.00</b>	<b>.00</b>	<b>339,312.42</b>	<b>.00</b>	<b>-54,846.58</b>	<b>86.09%</b>
34 - STUDENT TRANSPORTATION						
6100 - PAYROLL COSTS	-899,012.00	.00	888,402.33	2,300.31	-10,609.67	98.82%
6200 - PROFESSIONAL & CONTRACTED SVS	-74,300.00	6,777.40	66,582.60	9,015.25	-940.00	89.61%
6300 - SUPPLIES AND MATERIALS	-180,000.00	18,687.77	180,106.15	336.71	18,793.92	100.06%
6400 - OTHER OPERATING COSTS	-62,855.00	192.00	57,108.17	502.50	-5,554.83	90.86%
6600 - CPTL OUTLY LAND BLDG & EQUIP	.00	.00	23,677.45	23,677.45	23,677.45	.00%
<b>Total Function34 STUDENT TRANSPORTATION</b>	<b>-1,216,167.00</b>	<b>25,657.17</b>	<b>1,215,876.70</b>	<b>35,832.22</b>	<b>25,366.87</b>	<b>99.98%</b>

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
6000 - EXPENDITURES/EXPENSES						
35 - FOOD SERVICES						
6100 - PAYROLL COSTS	.00	.00	.00	.00	.00	.00%
6200 - PROFESSIONAL & CONTRACTED SVS	.00	400.00	34,380.22	140.08	34,780.22	.00%
<b>Total Function35 FOOD SERVICES</b>	<b>.00</b>	<b>400.00</b>	<b>34,380.22</b>	<b>140.08</b>	<b>34,780.22</b>	<b>.00%</b>
36 - CO-CURRICULAR ACTIVITIES						
6100 - PAYROLL COSTS	-950,688.00	.00	875,820.15	-4,569.00	-74,867.85	92.12%
6200 - PROFESSIONAL & CONTRACTED SVS	-154,808.77	2,708.75	147,326.32	2,365.00	-4,773.70	95.17%
6300 - SUPPLIES AND MATERIALS	-258,573.01	14,131.31	232,866.94	15,573.83	-11,574.76	90.06%
6400 - OTHER OPERATING COSTS	-182,690.22	9,156.02	187,551.80	5,173.92	14,017.60	102.66%
6600 - CPTL OUTLY LAND BLDG & EQUIP	.00	.00	.00	.00	.00	.00%
<b>Total Function36 CO-CURRICULAR ACTIVITIES</b>	<b>-1,546,760.00</b>	<b>25,996.08</b>	<b>1,443,565.21</b>	<b>18,543.75</b>	<b>-77,198.71</b>	<b>93.33%</b>
41 - GENERAL ADMINISTRATION						
6100 - PAYROLL COSTS	-1,043,525.00	.00	1,007,653.95	591.02	-35,871.05	96.56%
6200 - PROFESSIONAL & CONTRACTED SVS	-261,650.00	.00	207,457.41	-13,500.05	-54,192.59	79.29%
6300 - SUPPLIES AND MATERIALS	-37,700.00	36.07	42,011.55	504.33	4,347.62	111.44%
6400 - OTHER OPERATING COSTS	-109,161.00	200.00	67,822.72	14,781.46	-41,138.28	62.13%
<b>Total Function41 GENERAL ADMINISTRATION</b>	<b>-1,452,036.00</b>	<b>236.07</b>	<b>1,324,945.63</b>	<b>2,376.76</b>	<b>-126,854.30</b>	<b>91.25%</b>
51 - PLANT MAINTENANCE & OPERATION						
6100 - PAYROLL COSTS	-93,805.00	.00	84,539.37	.00	-9,265.63	90.12%
6200 - PROFESSIONAL & CONTRACTED SVS	-3,091,960.00	1,200.00	2,931,736.85	283,541.13	-159,023.15	94.82%
6300 - SUPPLIES AND MATERIALS	-23,000.00	.00	2,298.38	1,916.19	-20,701.62	9.99%
6400 - OTHER OPERATING COSTS	-301,000.00	.00	292,299.00	.00	-8,701.00	97.11%
6600 - CPTL OUTLY LAND BLDG & EQUIP	-150,000.00	12,144.00	100,638.93	21,914.41	-37,217.07	67.09%
<b>Total Function51 PLANT MAINTENANCE &amp;</b>	<b>-3,659,765.00</b>	<b>13,344.00</b>	<b>3,411,512.53</b>	<b>307,371.73</b>	<b>-234,908.47</b>	<b>93.22%</b>
52 - SECURITY & MONITORING SERVICES						
6100 - PAYROLL COSTS	-312,828.00	.00	283,147.78	.00	-29,680.22	90.51%
6200 - PROFESSIONAL & CONTRACTED SVS	-40,000.00	2,400.00	27,698.38	680.31	-9,901.62	69.25%
6300 - SUPPLIES AND MATERIALS	-43,000.00	1,200.00	21,235.90	1,845.00	-20,564.10	49.39%
6400 - OTHER OPERATING COSTS	-2,000.00	.00	424.43	200.00	-1,575.57	21.22%
6600 - CPTL OUTLY LAND BLDG & EQUIP	-80,000.00	.00	73,385.00	.00	-6,615.00	91.73%
<b>Total Function52 SECURITY &amp; MONITORING</b>	<b>-477,828.00</b>	<b>3,600.00</b>	<b>405,891.49</b>	<b>2,725.31</b>	<b>-68,336.51</b>	<b>84.95%</b>
53 - DATA PROCESSING SERVICES						
6100 - PAYROLL COSTS	-322,029.00	.00	286,329.06	.00	-35,699.94	88.91%
6200 - PROFESSIONAL & CONTRACTED SVS	-181,092.00	.00	171,937.60	8,585.50	-9,154.40	94.94%
6300 - SUPPLIES AND MATERIALS	-62,250.00	2,052.25	54,277.70	.00	-5,920.05	87.19%
6400 - OTHER OPERATING COSTS	-4,500.00	.00	3,447.55	.00	-1,052.45	76.61%
<b>Total Function53 DATA PROCESSING SERVICES</b>	<b>-569,871.00</b>	<b>2,052.25</b>	<b>515,991.91</b>	<b>8,585.50</b>	<b>-51,826.84</b>	<b>90.55%</b>
61 - COMMUNITY SERVICES						
6100 - PAYROLL COSTS	-301,971.00	.00	240,861.31	.00	-61,109.69	79.76%
6300 - SUPPLIES AND MATERIALS	-19,500.00	.09	12,076.66	1,138.72	-7,423.25	61.93%
6400 - OTHER OPERATING COSTS	-4,000.00	.00	.00	.00	-4,000.00	-.00%
<b>Total Function61 COMMUNITY SERVICES</b>	<b>-325,471.00</b>	<b>.09</b>	<b>252,937.97</b>	<b>1,138.72</b>	<b>-72,532.94</b>	<b>77.71%</b>
71 - DEBT SERVICE						
6500 - DEBT SERVICE	-5,000.00	.00	.00	.00	-5,000.00	-.00%
<b>Total Function71 DEBT SERVICE</b>	<b>-5,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-5,000.00</b>	<b>-.00%</b>
81 - FACILITIES ACQ & CONSTRUCTION						
6600 - CPTL OUTLY LAND BLDG & EQUIP	-1,450,891.00	.00	1,432,258.22	.00	-18,632.78	98.72%
<b>Total Function81 FACILITIES ACQ &amp;</b>	<b>-1,450,891.00</b>	<b>.00</b>	<b>1,432,258.22</b>	<b>.00</b>	<b>-18,632.78</b>	<b>98.72%</b>

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
6000 - EXPENDITURES/EXPENSES						
93 - PAYMENTS-SHARED SERVICES						
6400 - OTHER OPERATING COSTS	-985,000.00	.00	1,417,618.17	.00	432,618.17	143.92%
<b>Total Function93 PAYMENTS-SHARED SERVICES</b>	<b>-985,000.00</b>	<b>.00</b>	<b>1,417,618.17</b>	<b>.00</b>	<b>432,618.17</b>	<b>143.92%</b>
95 - PAYMENTS TO JUV JUSTICE ALTERN						
6200 - PROFESSIONAL & CONTRACTED SVS	-20,000.00	.00	.00	.00	-20,000.00	-.00%
<b>Total Function95 PAYMENTS TO JUV JUSTICE</b>	<b>-20,000.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>-20,000.00</b>	<b>-.00%</b>
99 - TAX APPRAISAL						
6200 - PROFESSIONAL & CONTRACTED SVS	-150,000.00	.00	164,934.75	.00	14,934.75	109.96%
<b>Total Function99 TAX APPRAISAL</b>	<b>-150,000.00</b>	<b>.00</b>	<b>164,934.75</b>	<b>.00</b>	<b>14,934.75</b>	<b>109.96%</b>
8000 - OTHER USES ACCOUNTS						
00 - OTHER USES						
8900 - OTHER USES ACCOUNTS	.00	.00	.00	.00	.00	.00%
<b>Total Function00 OTHER USES</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00%</b>
<b>Total Expenditures</b>	<b>-33,989,416.00</b>	<b>98,100.30</b>	<b>30,659,223.99</b>	<b>400,680.81</b>	<b>-3,232,091.71</b>	<b>90.20%</b>

	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
5000 - REVENUES					
5700 - REVENUE-LOCAL AND INTERMEDIATE					
5740 - OTHER REVENUES LOCAL SOURCES	.00	.00	.00	.00	.00%
5750 - REVENUES-COCURRIC/ENTERPRISING	560,000.00	-152.00	-632,072.29	-72,072.29	112.87%
<b>Total REVENUE-LOCAL AND INTERMEDIATE</b>	<b>560,000.00</b>	<b>-152.00</b>	<b>-632,072.29</b>	<b>-72,072.29</b>	<b>112.87%</b>
5800 - STATE PROGRAM REVENUES					
5820 - STATE REV DISTRIBUTED BY TEA	7,000.00	.00	-6,515.64	484.36	93.08%
5830 - REV/STATE AGENCIES (NOT TEA)	59,737.00	.00	-49,992.95	9,744.05	83.69%
<b>Total STATE PROGRAM REVENUES</b>	<b>66,737.00</b>	<b>.00</b>	<b>-56,508.59</b>	<b>10,228.41</b>	<b>84.67%</b>
5900 - FEDERAL PROGRAM REVENUES					
5920 - FED REV DISTRIBUTED BY TEA	1,041,875.00	.00	-986,783.62	55,091.38	94.71%
5930 - FED REV DIST BY STATE(NOT TEA)	.00	-769.50	-122,717.46	-122,717.46	.00%
<b>Total FEDERAL PROGRAM REVENUES</b>	<b>1,041,875.00</b>	<b>-769.50</b>	<b>-1,109,501.08</b>	<b>-67,626.08</b>	<b>106.49%</b>
<b>Total Revenue Local-State-Federal</b>	<b>1,668,612.00</b>	<b>-921.50</b>	<b>-1,798,081.96</b>	<b>-129,469.96</b>	<b>107.76%</b>

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
6000 - EXPENDITURES/EXPENSES						
35 - FOOD SERVICES						
6100 - PAYROLL COSTS	-768,199.00	.00	676,381.32	.00	-91,817.68	88.05%
6200 - PROFESSIONAL & CONTRACTED SVS	-9,600.00	.00	5,813.00	.00	-3,787.00	60.55%
6300 - SUPPLIES AND MATERIALS	-805,813.00	33,882.86	868,301.87	-7,818.20	96,371.73	107.75%
6400 - OTHER OPERATING COSTS	-5,000.00	.00	631.74	25.00	-4,368.26	12.63%
6600 - CPTL OUTLY LAND BLDG & EQUIP	-80,000.00	48,741.79	49,610.70	.00	18,352.49	62.01%
<b>Total Function35 FOOD SERVICES</b>	<b>-1,668,612.00</b>	<b>82,624.65</b>	<b>1,600,738.63</b>	<b>-7,793.20</b>	<b>14,751.28</b>	<b>95.93%</b>
<b>Total Expenditures</b>	<b>-1,668,612.00</b>	<b>82,624.65</b>	<b>1,600,738.63</b>	<b>-7,793.20</b>	<b>14,751.28</b>	<b>95.93%</b>

	Estimated Revenue (Budget)	Revenue Realized Current	Revenue Realized To Date	Revenue Balance	Percent Realized
5000 - REVENUES					
5700 - REVENUE-LOCAL AND INTERMEDIATE					
5710 - LOCAL REAL/PERS PROPERTY TAXES	9,402,254.00	-46,325.86	-8,218,579.45	1,183,674.55	87.41%
5740 - OTHER REVENUES LOCAL SOURCES	135,000.00	-21,852.09	-204,006.89	-69,006.89	151.12%
<b>Total REVENUE-LOCAL AND INTERMEDIATE</b>	<b>9,537,254.00</b>	<b>-68,177.95</b>	<b>-8,422,586.34</b>	<b>1,114,667.66</b>	<b>88.31%</b>
5800 - STATE PROGRAM REVENUES					
5820 - STATE REV DISTRIBUTED BY TEA	123,710.00	-521,244.00	-811,188.00	-687,478.00	655.72%
<b>Total STATE PROGRAM REVENUES</b>	<b>123,710.00</b>	<b>-521,244.00</b>	<b>-811,188.00</b>	<b>-687,478.00</b>	<b>655.72%</b>
7000 - OTHER RESOURCES ACCOUNTS					
7900 - OTHER RESOURCE ACCOUNTS					
7910 - OTHER RESOURCES	.00	.00	.00	.00	.00%
<b>Total OTHER RESOURCE ACCOUNTS</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	<b>.00%</b>
<b>Total Revenue Local-State-Federal</b>	<b>9,660,964.00</b>	<b>-589,421.95</b>	<b>-9,233,774.34</b>	<b>427,189.66</b>	<b>95.58%</b>

Comparison of Expenditures and Encumbrances to Budget

SANGER ISD

As of July

Fund 599 / 4 DEBT SERVICE

	<u>Budget</u>	<u>Encumbrance YTD</u>	<u>Expenditure YTD</u>	<u>Current Expenditure</u>	<u>Balance</u>	<u>Percent Expended</u>
6000 - EXPENDITURES/EXPENSES						
71 - DEBT SERVICE						
6500 - DEBT SERVICE	-9,660,964.00	.00	5,242,912.50	630,000.00	-4,418,051.50	54.27%
<b>Total Function71 DEBT SERVICE</b>	<b>-9,660,964.00</b>	<b>.00</b>	<b>5,242,912.50</b>	<b>630,000.00</b>	<b>-4,418,051.50</b>	<b>54.27%</b>
<b>Total Expenditures</b>	<b>-9,660,964.00</b>	<b>.00</b>	<b>5,242,912.50</b>	<b>630,000.00</b>	<b>-4,418,051.50</b>	<b>54.27%</b>

**SANGER INDEPENDENT SCHOOL DISTRICT  
MONTHLY CASH AND INVESTMENT REPORT  
FOR THE MONTH JULY 2024**

Account	Market Value 30-Jun-24	Interest Earnings	Deposits and Transfers In	Checks and Transfers Out	Market Value 31-Jul-24	Average rate of return
<b>LONE STAR INVESTMENTS:</b>						
General Fund	\$6,115,805.27	\$23,989.11	\$982,028.29	\$2,500,000.00	\$4,621,822.67	5.3310%
Worker's Comp Fund	\$5,130.01	\$23.16	\$0.00	\$0.00	\$5,153.17	5.3310%
Interest and Sinking Fund	\$5,440,417.20	\$21,989.11	\$567,432.84	\$1,151,244.00	\$4,878,595.15	5.3310%
<b>SANGER BANK:</b>						
Clearing Account Gen Operating	\$2,336,024.57	\$745.16	\$2,746,627.68	\$3,487,431.56	\$1,595,965.85	0.4000%
Activity Account	\$391,868.90	\$134.36	\$18,385.75	\$48,741.61	\$361,647.40	0.4000%
Workers Compensation Fund	\$123,666.49	\$44.59		\$740.00	\$122,971.08	0.4000%
Certificates of Deposit	\$1,946,499.37	\$20,065.54			\$1,966,564.91	5.3960%
	\$1,998,476.47	\$17,089.46			\$2,015,565.93	
<b>FNC CERTIFICATES OF DEPOSIT</b>						
<b>TEXAS CLASS INVESTMENT POOL</b>						
General Operating	\$1,108,579.45	\$5,126.30			\$1,113,705.75	5.4477%
Debt Service	\$6,522,624.02	\$51,244.94	\$15,062,500.00	\$4,718,406.86	\$16,917,962.10	5.4477%
<b>PUBLIC TRUST</b>						
	\$87,289,053.06	\$362,330.18		\$15,000,000.00	\$72,651,383.24	5.4477%
	<b>\$115,492,602.28</b>	<b>\$502,781.91</b>	<b>\$19,376,974.56</b>	<b>\$11,906,564.03</b>	<b>\$106,251,337.25</b>	

The investment activities are in compliance with the District investment policies and House Bill 2459.

INVESTMENT OFFICERS:

Monica Herren, CFO

Natalie Key, Accountant

Sanger ISD Utility Report

2023/2024 Budget		September	October	November	December	January	February	March	April	May	June	July	August	YTD	% of Budget
<b>Electricity</b>															
Sanger High School	\$298,000.00	\$38,307.02	\$30,934.28	\$25,243.66	\$21,028.67	\$19,939.33	\$23,487.41	\$24,823.70	\$25,575.12	\$31,589.67	\$34,529.84	\$36,198.33	\$0.00	\$311,657.03	104.58%
Linda Tutt High School	\$26,500.00	\$3,754.03	\$2,945.27	\$1,905.68	\$1,322.17	\$1,696.93	\$2,474.53	\$1,809.18	\$1,868.02	\$2,548.30	\$2,868.88	\$3,621.13	\$0.00	\$26,814.12	101.19%
Sanger Middle School	\$126,500.00	\$20,043.30	\$13,168.75	\$14,621.67	\$9,433.08	\$10,977.59	\$11,997.70	\$9,281.60	\$10,156.10	\$14,271.34	\$16,293.19	\$18,957.69	\$0.00	\$149,202.01	117.95%
Butterfield Elementary	\$67,500.00	\$12,352.37	\$9,738.81	\$7,873.16	\$6,052.56	\$6,131.37	\$6,973.58	\$6,531.02	\$7,889.01	\$9,599.47	\$10,783.19	\$9,605.65	\$0.00	\$93,530.19	138.56%
Clear Creek Int.	\$58,500.00	\$8,131.83	\$5,913.04	\$4,962.56	\$5,637.55	\$7,447.51	\$7,516.84	\$5,203.29	\$6,423.73	\$7,987.96	\$8,765.06	\$10,593.51	\$0.00	\$78,582.88	134.33%
Chisholm Trail	\$53,500.00	\$10,209.15	\$7,184.94	\$6,219.01	\$4,368.58	\$5,210.72	\$5,429.22	\$4,514.20	\$4,898.83	\$7,341.08	\$8,369.89	\$10,126.27	\$0.00	\$73,871.89	138.08%
6th Grade Center	\$36,000.00	\$6,465.25	\$4,359.83	\$2,591.11	\$1,796.52	\$2,224.54	\$2,794.67	\$2,499.54	\$2,974.06	\$4,377.11	\$3,800.09	\$4,864.88	\$0.00	\$38,747.60	107.63%
<b>Water / Sewage</b>															
Sanger High School	\$106,000.00	\$2,640.96	\$1,519.91	\$1,808.29	\$1,600.47	\$1,446.16	\$1,993.12	\$1,747.09	\$3,711.40	\$1,677.78	\$767.67	\$597.79	\$0.00	\$19,510.64	18.41%
Linda Tutt High School	\$7,400.00	\$555.84	\$515.75	\$560.26	\$555.49	\$1,066.68	\$1,837.99	\$1,500.27	\$497.93	\$485.21	\$378.60	\$376.22	\$0.00	\$8,330.24	112.57%
Sanger Middle School	\$45,000.00	\$4,317.36	\$4,324.17	\$2,716.86	\$3,538.37	\$2,533.44	\$3,879.94	\$2,617.07	\$2,909.87	\$2,467.00	\$2,315.47	\$3,220.68	\$0.00	\$34,840.23	77.42%
Butterfield Elementary	\$40,000.00	\$1,118.04	\$874.77	\$846.15	\$833.61	\$760.29	\$889.08	\$917.70	\$1,047.96	\$946.32	\$399.28	\$366.64	\$0.00	\$8,999.84	22.50%
Clear Creek Int.	\$13,000.00	\$173.15	\$1,294.09	\$206.31	\$184.29	\$184.29	\$194.91	\$173.15	\$173.15	\$184.03	\$173.15	\$4,295.52	\$0.00	\$7,236.04	55.66%
Chisholm Trail	\$20,000.00	\$910.02	\$769.78	\$938.64	\$711.11	\$516.50	\$837.03	\$758.33	\$1,127.57	\$1,084.60	\$350.97	\$166.61	\$0.00	\$8,171.16	40.86%
6th Grade Center	\$20,000.00	\$896.10	\$879.01	\$887.29	\$780.07	\$1,036.22	\$926.42	\$807.72	\$926.28	\$930.70	\$569.44	\$563.58	\$0.00	\$9,202.83	46.01%
<b>Natural Gas</b>															
Sanger High School	\$25,000.00	\$614.11	\$2,223.02	\$4,197.77	\$5,801.73	\$8,920.35	\$0.00	\$7,659.32	\$1,818.12	\$804.37	\$234.48	\$255.24	\$0.00	\$32,528.51	130.11%
Linda Tutt High School	\$3,800.00	\$110.15	\$173.38	\$389.11	\$743.57	\$1,509.97	\$539.59	\$286.03	\$144.54	\$110.96	\$133.82	\$145.43	\$0.00	\$4,286.55	112.80%
Sanger Middle School	\$23,000.00	\$407.42	\$988.90	\$2,501.14	\$4,644.95	\$8,000.35	\$4,137.37	\$2,203.04	\$1,154.06	\$625.93	\$441.91	\$524.61	\$0.00	\$25,629.68	111.43%
Butterfield Elementary	\$5,500.00	\$255.24	\$401.49	\$721.22	\$1,002.27	\$1,909.39	\$865.82	\$383.41	\$314.86	\$325.86	\$215.45	\$221.03	\$0.00	\$6,616.04	120.29%
Clear Creek Int.	\$3,500.00	\$262.92	\$258.19	\$318.21	\$468.82	\$821.97	\$511.03	\$392.26	\$119.75	\$385.77	\$205.95	\$86.80	\$0.00	\$3,831.67	109.48%
Chisholm Trail	\$5,000.00	\$113.57	\$406.19	\$974.67	\$1,470.91	\$2,400.57	\$990.23	\$286.84	\$216.51	\$487.22	\$172.66	\$157.36	\$0.00	\$7,676.73	153.53%
6th Grade Center	\$11,000.00	\$323.57	\$604.71	\$1,046.22	\$2,089.67	\$3,679.73	\$1,510.97	\$918.58	\$534.37	\$427.12	\$429.21	\$469.72	\$0.00	\$12,033.87	109.40%
<b>Garbage</b>															
Sanger High School	\$1,946.96	\$1,946.96	\$1,946.96	\$1,946.96	\$2,140.84	\$2,140.84	\$2,140.84	\$2,140.84	\$2,140.84	\$2,140.84	\$2,140.84	\$2,140.84	\$0.00	\$22,773.72	
Linda Tutt High School	\$277.00	\$277.00	\$277.00	\$277.00	\$304.50	\$304.50	\$304.50	\$304.50	\$304.50	\$304.50	\$304.50	\$304.50	\$0.00	\$3,239.50	
Sanger Middle School	\$2,305.18	\$2,305.18	\$2,305.18	\$2,305.18	\$2,534.50	\$2,534.50	\$2,534.50	\$2,534.50	\$2,534.50	\$2,534.50	\$2,534.50	\$2,534.50	\$0.00	\$26,962.22	
Butterfield Elementary	\$931.20	\$931.20	\$931.20	\$931.20	\$931.20	\$931.20	\$931.20	\$931.20	\$931.20	\$931.20	\$931.20	\$931.20	\$0.00	\$9,487.28	
Clear Creek Int.	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$0.00	\$11,485.91	
Chisholm Trail	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$973.48	\$0.00	\$11,386.86	
6th Grade Center	\$554.00	\$554.00	\$554.00	\$554.00	\$554.00	\$554.00	\$554.00	\$554.00	\$554.00	\$554.00	\$554.00	\$554.00	\$0.00	\$6,479.00	



# Facilities Services Report

August  
2024

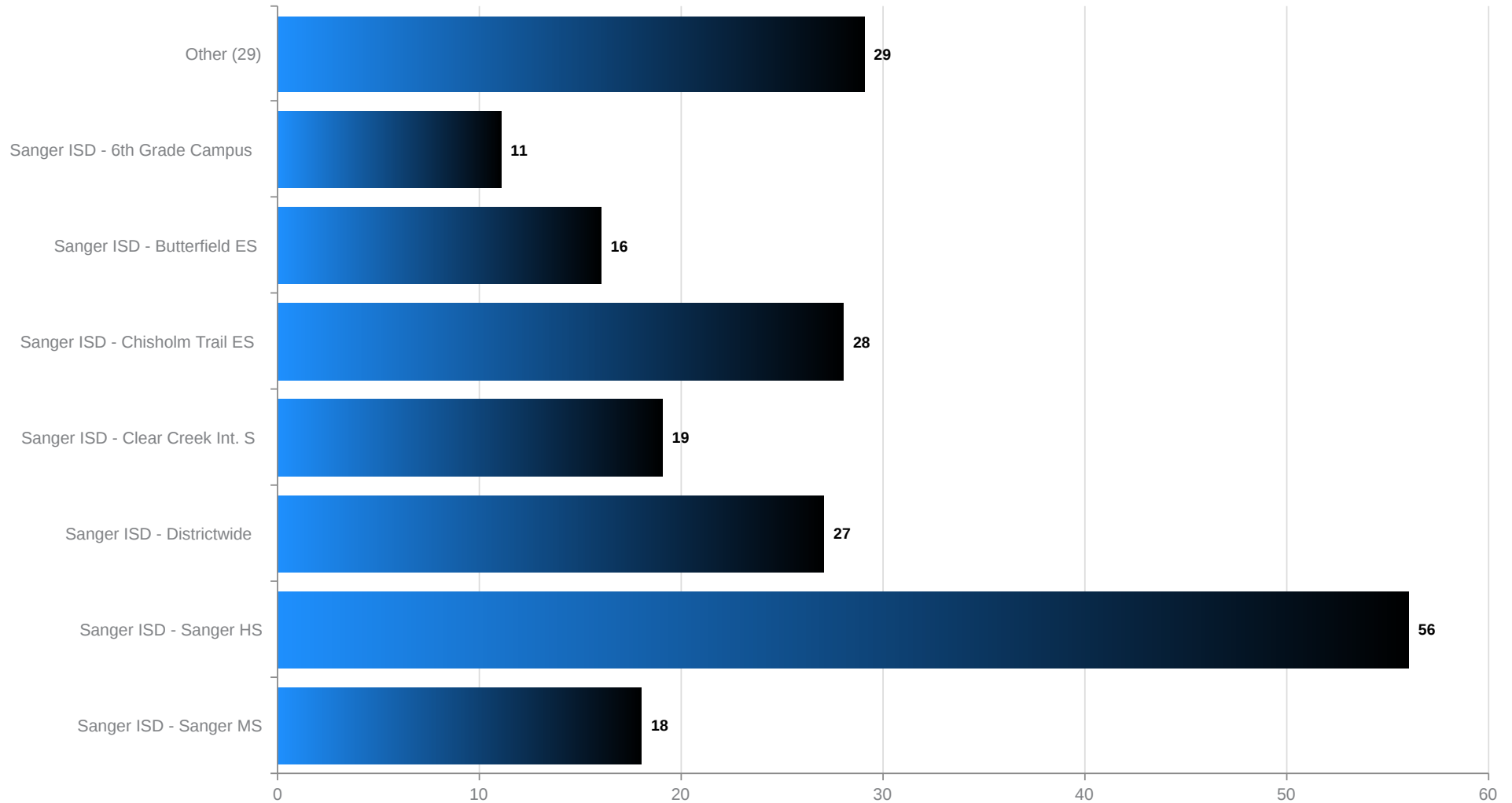


The chart Service Request Count by Campus shows the number of Work Orders created within the shown date range, categorized by School Campus Name. This time, there are lower than normal request levels, due to summer work project types.

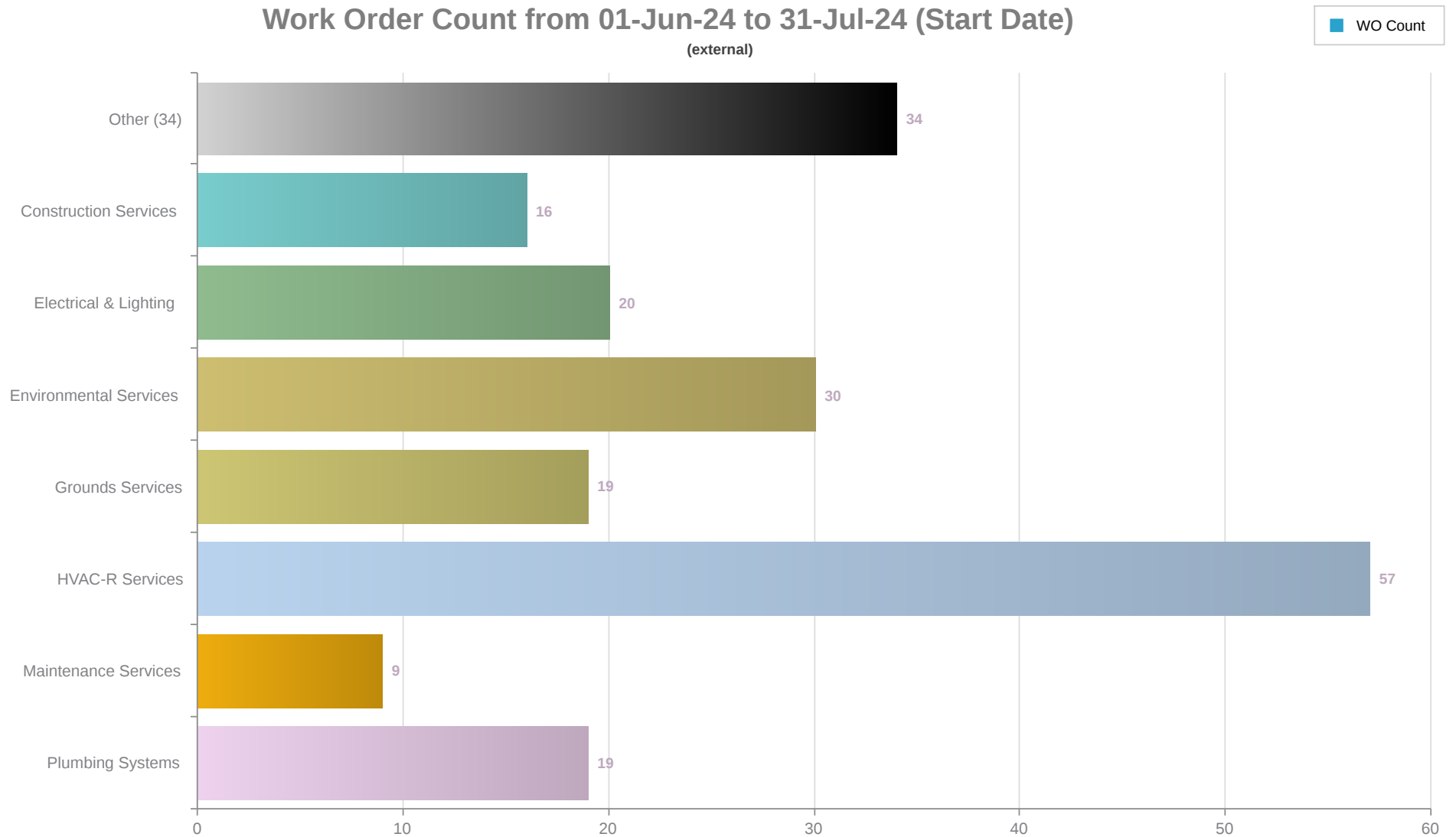
### Work Order Count from 01-Jun-24 to 31-Jul-24 (Start Date)

(external)

WO Count



The chart Service Request Count by Service Group shows the number of Work Orders created within the specified date range, grouped by service line. Overall count of work orders is lower in summer, but Construction Services is high in proportion.





FORP

## Work Effectiveness Report



The Work Effectiveness analytics report in the FORP service request system produces a listing of Service Requests and their class. The table below is a summary of the values calculated for the period shown in the previous section.

In Routine WOs, the performance toward the target of 5 day completion is good, with 95% completed within target time. Workload by quantity is smaller, with some projects being of larger scope during summer.

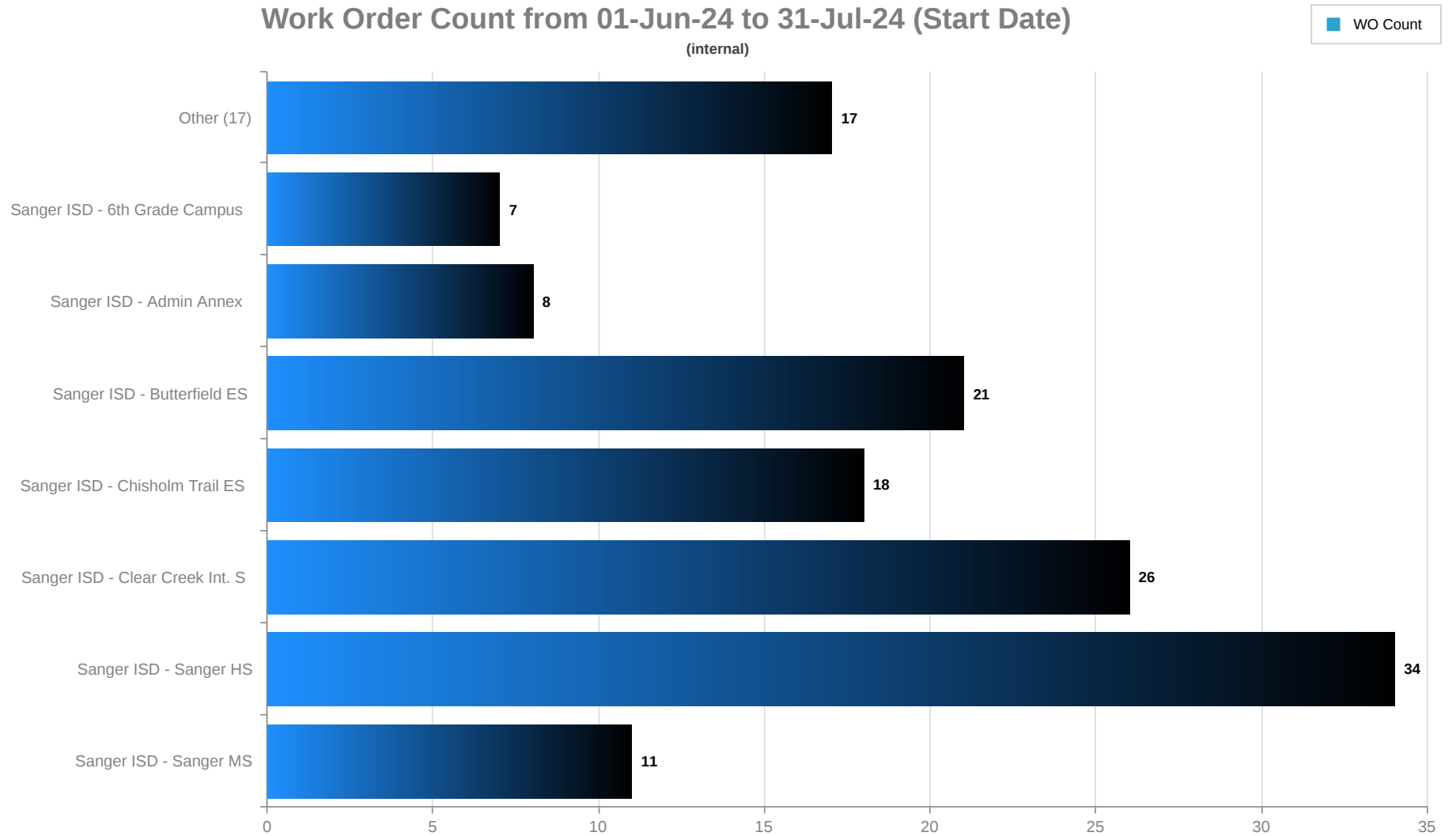
WO Class	WOs	Time Target	Percent Complete before Target	E/C Average Delta	E/C BD Median Delta
Routine	159	5 Days	95%	1.81	0.25
Project	8	30 Days	100%	25.9	21.605
Parts Hold	2	21 Days	100%	12.28	9.275
Emergency	0	< 1 Day	-	-	-
Urgent	0	< 1 Day	-	-	-
Prescheduled	26	90 Days	100%	9.36	4.69
Preventive	8	30 Days	100%	18.16	13.50
Admin Hold	3	30 Days	100%	28.39	26.17
Transferred	0	14 Days	-	-	-
Operations	0	< 1 Day	-	-	-
Time Permitting	7	90 days	100%	19.47	12.21



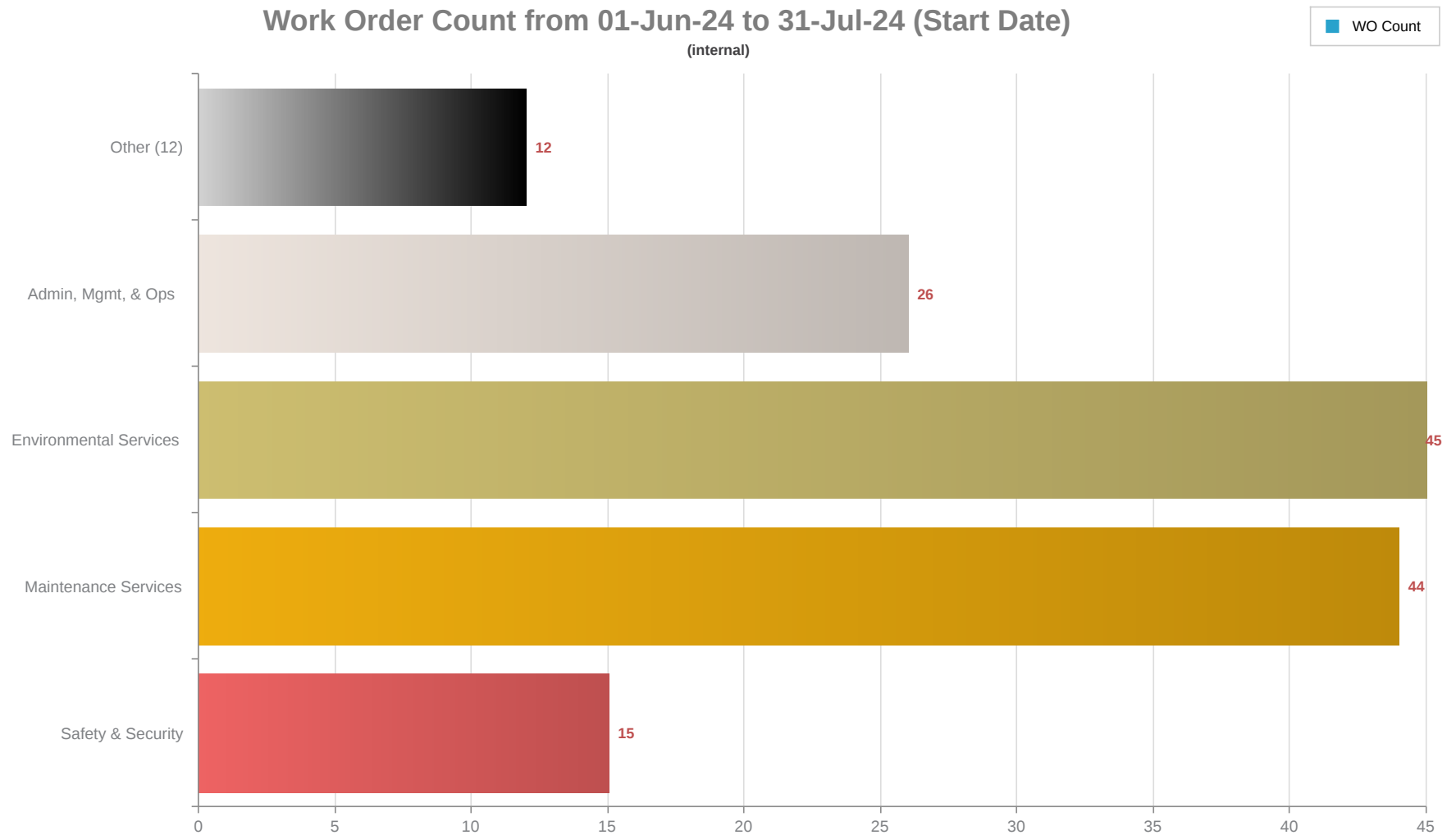
Internal  
FORP Report



The internal Service Request Count by Campus shows the number of Work Orders created within the shown date range, categorized by School Campus Name for internal staff. We see here the usage of the FORP system and management of internal staff. Clear Creek still has a higher fraction of internal requests.



The chart Service Request Count by Service Group shows the number of Work Orders created within the specified date range, grouped by service line. Internal work orders, as expected, show a number of Maintenance related requests. Some work orders were also created for the moving of furniture and other portering activities. There is less summer activity within Safety & Security.





**Sanger ISD**  
**Curriculum and Instruction**  
**August 2024**

We are beyond excited to have these talented individuals join our tribe, and we cannot wait to see their amazing impact on our students. They bring over 500 years of experience with them! How incredible is that? During our New Teacher Tribe Academy, our enthusiastic new educators learned what we value in Sanger ISD and how to avoid power struggles with students. On day two, they dove deeper into the Sanger ISD lesson structure and curriculum resources, as well as learned ways to engage parents through communication. They also had the chance to tour their own campuses and meet their mentors, gaining valuable insights into their new environments.





On August 1, all our Science teachers participated in training for our new science program. The new Science adoptions were chosen through teacher-led committees that investigated multiple options prior to making a selection. During the training, teachers immersed themselves in the resources available to them and their students.





Our Pre-K teachers and paraprofessionals had an amazing opportunity to work with Michael Tucker from Region III! This training focused on strategies for working with students with Autism. They were able to gather a wealth of resources that have been vetted by years of implementation in classrooms with special education populations. Teachers can take all that

they have learned and use it in their classrooms on day one!





# SANGER ISD

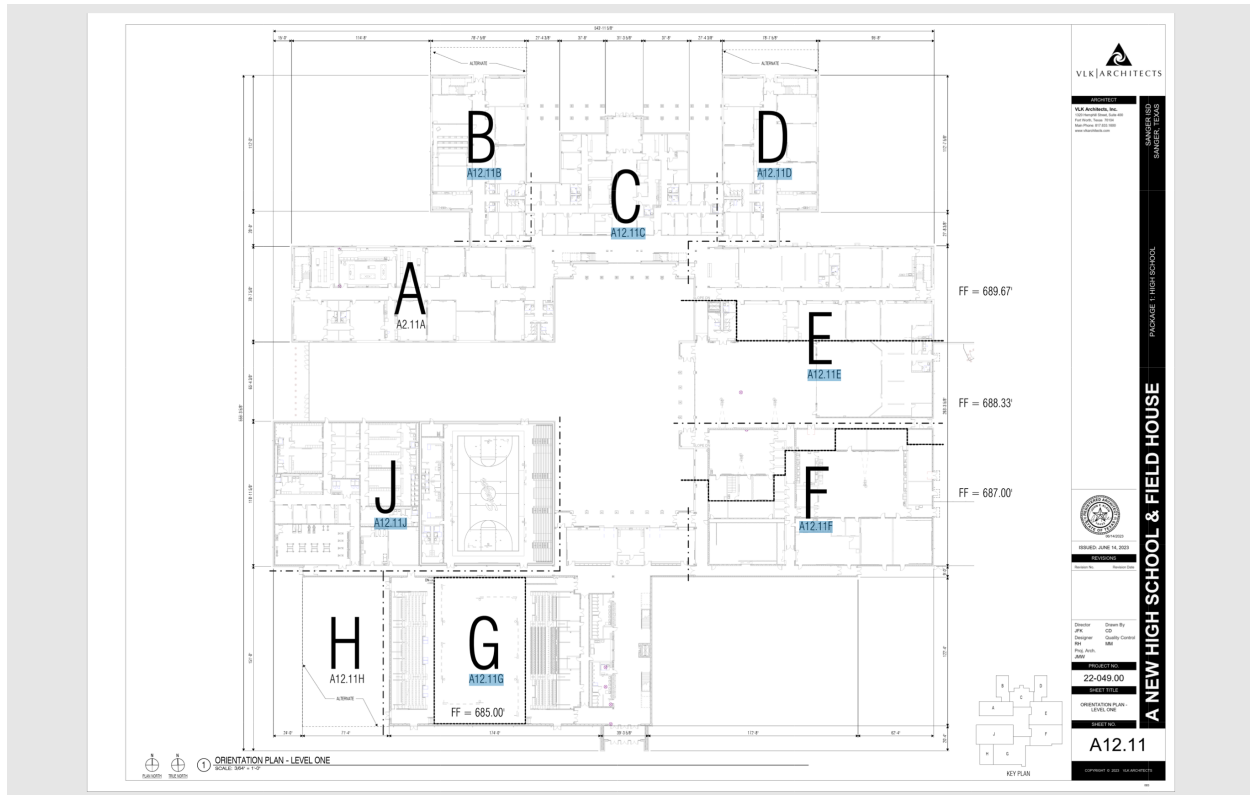
## NON EXEMPT PERSONNEL NEW HIRES

### August 12, 2024

<u>Name</u>	<u>Campus</u>	<u>Assignment</u>	<u>New/Existing Position</u>
Ashley Allen	Child Nutrition	Child Nutrition Worker	New
Estella Carrasco	6th Grade Center	Special Education Aide	Existing
Brady Russell	Technology	Computer Technician	Existing
Leslie Galvez	Transportation	Bus Driver	Existing
Jair Jossue Flores-Rico	SMS	Special Education Aide	Existing
Gina Paoli-Conroy	Transportation	Bus Driver	Existing
Gemma Henry	6 <sup>th</sup> Grade	Special Education Aide	Existing
Jacob Stoddart	SMS	Special Education Aide	Existing
Tessa Collins	BES	Life Skills Aide	Existing
Kathy Wood	Child Nutrition	Child Nutrition Worker	New Additional at CCE
Sean Aja	Sanger ISD Police	Police Officer	New
Michael Jenkins	Sanger ISD Police	Police Officer	New
Destiny Delaney	Transportation	Bus Driver	Existing
Covee Patterson-REHIRE	Daycare	Daycare Worker	Existing
William Finley	Transportation	Bus Driver	Existing
Keone Prescott	Transportation	Bus Driver	Existing
Connie Hausenfluck	Transportation	Bus Driver	Existing
Natalie Lemley	BES	Instructional Aide	Existing

# Bond Construction Update

## August 12, 2024



### New Sanger High School:

- Roof decking at areas A & B complete and moving into area C
- Structural steel and CMU ongoing at area E & F
- Exterior brick/stone veneer ongoing at area F
- Cold steel framing for the exterior walls at area A, levels one and two is complete and element sheathing is going up
- The exterior cold steel framing is moving into area B level one
- HVAC ducting at level one of areas A & B is complete and moving into level two of area A
- Fire sprinkler pipe install at areas A,B,C & D level one is done and also area A level two is done as well
- Overhead electrical wire is being pulled at level one at areas A,B,C & D
- Much of the paving for the south lot between the HS building and the Field House is done and several stretches of various portions of the fire lane have been poured
- Detention pond and berm on the back southeast side of the visitor bleachers is ongoing
- Structural steel and CMU is progressing rapidly at the Field House
- Overhead plumbing in areas C,D,E & F is progressing
- Civil grading work at FM 455 in front of the new school is beginning as is the prep/dirt work for the two approaches off of FM 455
- Sewer line for the new Field House is complete

- Temporary portable restroom trailers for the stadium are in place as is the band concession stand
- Project is on schedule and going very well

**Agricultural Science Center:**

- Asphalt fire lane is done
- The overhead gas heaters are in
- Overhead electrical is ongoing to hang the lighting
- Overhead fire sprinkler pipe is done
- Work is ongoing to complete the translucent skylight panels in the roof
- Animal pen enclosures around the perimeter of the building are done
- The panels and pens for the animals have been delivered to the site
- Ventilation louvers are installed
- Painters are finishing up this week at the site
- Ready to have the permanent water meter and gas meter set
- Site grading is complete
- Light poles are complete
- Construction fencing has been removed
- Running the data to the IDF room this week
- Cattle guard has been delivered to the site
- Still need to finish ceilings in the IDF room, rest rooms, and office
- All doors including sliding barn doors, regular personnel door and the roll-top shop doors are complete
- Still waiting for the feed storage bins/lockers to be delivered
- Student lockers for their personal items are installed
- Anticipated project completion is set for mid-september

**Clear Creek Elementary:** School has started and all is going well. There are still a few minor punch list items that are being taken care of like some grounds/landscaping items and some exterior cosmetic items. Other punch list items that are ongoing on the inside are minor and Pogue is staying onsite daily to get these items done. We anticipate that by the end of the week these issues will be resolved. But again, nothing that interferes with the daily activities and routines of having school.



# Sanger Independent School District

601 Elm St., Sanger, Texas 76266

## PUBLIC OPEN FORUM/COMMUNITY INPUT FORM

This form is used to register one's desire to speak before the Sanger ISD Board of Trustees at a Regular Called Board Meeting. Please complete and submit this form to the Board Secretary prior to the beginning of the meeting.

You may address the Board:

- During Public Comment for Input on Issues NOT on the Posted Agenda
- During Community Input for Posted Action Agenda Items
- During any Public Hearing (this form is not necessary for Public Hearings)

The Board encourages public comment. All public comments at a regularly scheduled meeting should be limited to school district governance and operations. All public comments at a meeting other than a regularly scheduled meeting should be limited to agenda items posted for the meeting.

All speakers will be limited to no more than 5 minutes, and a total of 30 minutes has been allotted for public comment. Additionally, if there are five or more individuals that would like to speak on the same topic, you are encouraged to appoint an individual to speak on behalf of the group in order to efficiently utilize the time allotted for the public comment section of the meeting.

If you have a specific concern related to an employee of the District or a specific student issue, you are encouraged to utilize the District's grievance procedures provided in Board Policies DGBA (LOCAL), FNG (Local), and GF (LOCAL) or applicable grievance process.

Finally, remember that the Board may not discuss or act upon any issues that are not properly posted on the agenda and may choose to address comments made related to an agenda item, at the time the agenda item is discussed in the meeting.

The Board of Trustees appreciates your active participation in the school district.

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

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Community Input – Topic: \_\_\_\_\_

Action Agenda Item: #(s) \_\_\_\_\_



# SANGER ISD

## Exempt Personnel New Hires

August 12, 2024

Employee	University	Certification	Exp.	Previous Professional	Campus	Assignment	New Pos.
James Davis	University of North Texas. Bachelor of Business Administration Major in Marketing	Generalist (4-8)	1 Year	Lake Worth ISD	SMS	7th/8th Grade RLA/Coach	No
Eden French	University of North Texas Bachelor of Music Major in Music Education	Music (EC-12)	2 Years	Wylie ISD	SHS/SMS	Choir Teacher	No
Tetyana Filyarchuk	North Central Texas College	Texas Board of Nursing RN License	1 Year	Sanger ISD Nurse Aide	6th Grade Center	Nurse	No



# Sanger Independent School District

Department: Learning & Instruction: August 12, 2024

AGENDA SECTION: Action

SUBJECT: Amend the District of Innovation Plan for Three-Day Limitation on Suspensions-TEC 37.005.

## **Background Information**

Current policy states suspension cannot exceed three days, which minimizes campus options for discipline without sending a student to DAEP.

## **Recommendation**

District administration recommends the Board approve to Amend the District of Innovation Plan for Three-Day Limitations on Suspensions - TEC 37.005.

## **Suggested Motion**

I make the motion to Amend the District of Innovation Plan for Three-Day Limitations on Suspensions - TEC 37.005.

Respectfully submitted,

Dr. Tommy Hunter

Superintendent

Educate - Inspire - Elevate



# Sanger Independent School District

Department: Safety and Security: August 12, 2024

AGENDA SECTION: Action

SUBJECT: Inter-Local Agreement between Sanger ISD Police Department and Denton County.

## **Background Information**

Inter-Local Agreement between Sanger ISD Police Department and Denton County is for the use of the Denton County Radio Communications System.

## **Recommendation**

District administration recommends the Board approve the Inter-Local Agreement between the Sanger ISD Police Department and Denton County.

## **Suggested Motion**

I make the motion to approve the Inter-Local Agreement between Sanger ISD and Denton County for the use of the Denton County Radio Communications System.

Respectfully submitted,

Dr. Tommy Hunter  
Superintendent

**INTER-LOCAL COOPERATION AGREEMENT BETWEEN DENTON COUNTY AND  
THE SANGER INDEPENDENT SCHOOL DISTRICT POLICE DEPARTMENT FOR  
THE USE OF THE DENTON COUNTY RADIO COMMUNICATIONS SYSTEM**

This Inter-Local Agreement (“Agreement”) is entered into by and between the County of Denton, Texas (“the County”) and the Sanger Independent School District Police Department, Texas, both entities being located in Denton County, Texas (collectively, the “Parties” or separately as a “Party”). The Parties execute this agreement as hereinafter provided, pursuant to the Texas Governmental Code, Chapter 791, known as the Inter-Local Cooperation Act:

**WHEREAS**, Denton County is a political subdivision within the State of Texas, each of which engages in the provision of governmental services for the benefit of its citizens; and

**WHEREAS**, the Agency is duly organized and operating under the laws of the State of Texas engaged in the provision of municipal government and/or related services for the benefit of the citizens of Agency; and

**WHEREAS**, the Inter-Local Cooperation Act, Texas Government Code, Chapter 791, as amended “the Act” provides authority for local governments of the State of Texas to enter into Inter-local agreements with each other for the purpose of performing governmental functions and services as set forth in the Act; and

**WHEREAS**, the County owns, operates, and maintains the radio-communications system, exclusive of the radios owned individually by each User Agency (“System”) for the purpose of providing radio communications in support of its governmental operations; and

**WHEREAS**, Sanger ISD PD wishes to use certain portions of the System for its governmental operations; and

**WHEREAS**, the use of the System in the provision of governmental services benefits the public health and welfare, promotes efficiency and effectiveness of local governments, and is of mutual concern to the contracting Parties; and

**WHEREAS**, Sanger ISD PD and the County have current funds available to satisfy any fees and costs required pursuant to this Agreement;

**NOW, THEREFORE**, in consideration of the mutual covenants and agreement herein contained, the sufficiency of which are hereby acknowledged, and upon and subject to the terms and conditions hereinafter set forth, the Parties agree as follows:

## I.

### DEFINITIONS

“*Assignee*” means the Agency employee assigned to a specific Subscriber Unit.

“*Communications System*” or “*System*” means a wide area, multi-agency digital trunked radio system compliant with P-25 interoperability standards to be used jointly by the City of Lewisville, the City of Denton, Denton County, and other Infrastructure Members, if any, primarily for providing public safety dispatch and communications for fire, emergency medical and police services and such other governmental services as may be agreed from time to time by the Parties.

“*Coordinating Committee*” means the committee that is responsible for making recommendations to the Infrastructure Management Committee on the administration and operation of the Communications System.

“*Infrastructure Management Committee*” means the committee that is responsible for the administration and operation of the Communications System.

“*Subscriber Units*” means mobile radios, portable radios or any similar devices used for communicating over the Communications System.

“*Talk Group*” means a specific group of Subscriber Units allowed to communicate privately within that group over shared infrastructure resources.

“*Technical Committee*” means the committee that advises the Coordinating Committee on technical issues related to the operation of the Communications System.

“*User*” means any entity with which the City of Denton, the City of Lewisville, Denton County, or other Infrastructure Member has entered into a contractual agreement for the provision of radio communication services through the Consolidated Communications System.

## II.

### TERM

2.1 This Agreement is for a period of a one (1) year term, beginning on the 1<sup>st</sup> day of October, 2024, and ending on the 30<sup>th</sup> day of September, 2025. unless terminated earlier pursuant to Section 7.1.

2.2 It is the intention of the Parties for this to be a long term enterprise which will be renewed with a new ILA each year subject to approval by each Party’s governing body.

### III.

#### OBLIGATIONS OF SANGER INDEPENDENT SCHOOL DISTRICT

3.1 Sanger ISD PD shall use the System in accordance with this Agreement to provide integration of communications by Sanger ISD PD between its Users on the System for governmental operations.

3.2 When using the System, Sanger ISD PD shall abide by all applicable Federal and State laws and regulations, including any regulations of the Denton County Radio System. When Sanger ISD PD uses the System for interoperability with Talk Groups (hereinafter defined) other than those provided by this Agreement, Sanger ISD PD will also abide by the User rules of those Talk Groups.

3.3 Sanger ISD PD must provide a written request to the Denton County Radio System Manager (“System Manager”) or his designee, to activate radios (“Subscriber Units”) on the System. Such request must include the model and serial number of the Subscriber Unit, the name of the Assignee, and identifying Talk Groups required in the Subscriber Unit.

3.4 Sanger ISD PD is responsible for furnishing its own Subscriber Units, which must be compatible with the APCO P-25 Phase 2 TDMA Digital System, and for maintenance of the Subscriber Units. Sanger ISD PD is responsible for all programming of Agency-owned Subscriber Units.

3.5 Sanger ISD PD shall be solely responsible for obtaining a technical services support contract and a maintenance contract for all Agency-owned dispatch infrastructure equipment, either from the manufacturer of the equipment or from a manufacturer-authorized service provider. The County shall not be responsible for maintenance of any Agency-owned equipment.

3.6 Depending on the equipment that will be purchased and installed by Sanger ISD PD, the Agency shall be solely responsible for entering into such Software Update Agreements and/or Software Maintenance Agreements from the manufacturer as necessary to ensure that the equipment owned by the Agency will be maintained and upgraded to meet the requirements of the System when the County performs System upgrades.

3.7 Sanger ISD PD shall be solely responsible for having periodic maintenance (PM) performed on its Subscriber Units at least every two years which shall include tuning and alignment of the Subscriber Units and updating the Subscriber Units with the latest firmware available.

3.8 The County shall not be liable to the Agency for the lack of interoperability between the Subscriber Units and the System if the Agency fails to perform the required PM and/or obtain the software and/or firmware upgrades recommended by the County and/or the

manufacturer of the Subscriber Units necessary to communicate through the System as set forth in Sections 3.5, 3.6, and 3.7 above.

#### IV.

#### OBLIGATIONS OF THE COUNTY

4.1 The County will allow Sanger ISD PD to use County provided Talk Groups, which are a primary level of communication for Users on the System (“Talk Group”), comparable to a channel on a conventional radio system, for the exclusive use of Sanger ISD PD. Talk Groups will be established for the Agency by the County.

4.2 The System Manager will not activate radios on the Sanger ISD PD Talk Groups nor make changes to the Sanger ISD PD radios without first receiving authorization from the designated representative of the Agency, unless, in the opinion of the County, such action is necessary to eliminate harmful interference.

4.3 The County is solely responsible for:

- (1) Coordinating Talk Groups among System Users;
- (2) Grouping of Talk Groups to allow transmitting and receiving on all associated Talk Groups as required by the Agency; and
- (3) The operation, maintenance, and control of the System

#### V.

#### FEES

5.1 The fees payable for the term of this Agreement are set out in **Exhibit A** which is attached and incorporated for all purposes.

5.2 The County may increase the fees each October 1<sup>st</sup>, the beginning of each County fiscal year, by an amount not to exceed five percent (5%) of the previous year’s fees. The County will provide ninety (90) days’ notice to Sanger ISD PD before increasing the fees.

5.3 Based on the fees described above, the County will calculate the annual fee due based upon the total number of Subscriber Units and submit an invoice to the Agency on or before October 1<sup>st</sup> of each year. This amount is subject to change when the Agency adds or deletes the number of Subscriber Units in service. The Agency must notify the System Manager in writing of any addition or deletion of Subscriber Units.

5.4 Fees for Additions - The amount owed for annual fees for additions of Subscriber Units will be prorated for the year added, invoiced immediately, and amounts will be due within thirty (30) days of receipt of the invoice for the addition(s).

5.5 Deletions - No refunds for deletions will be made for the Agencies deletion of Subscriber Units during the period of the Agreement. The fees for the upcoming fiscal year will be calculated based on the number of Subscriber Units in service on the radio system as of May 1<sup>st</sup> of the current contract year.

5.6 In the event a new Inter-Local Agreement is not executed prior to the expiration of this Agreement, and the Sheriff's Office continues to provide access to the Radio Communications System, the Agency shall reimburse and compensate the County for access to the Denton County Radio Communications System at the rate set by the Denton County Sheriff and approved by the Denton County Commissioners Court for the next fiscal year.

## VI.

### PAYMENT DUE

6.1 The Agency agrees to pay the County the annual fees specified under Article V within thirty (30) days of the receipt of the invoice. Should the Agency add Subscriber Units or Talk Groups to the Service within a Term, the Agency agrees to pay the additional fee(s) due within thirty (30) days of invoice. All payments for expenses incurred as a result of the performance of the Agreement shall be made only from current revenues legally available to each respective Party.

## VII.

### TERMINATION

7.1 Either Party may terminate this Agreement at any time by giving ninety (90) days advance written notice. The Agency shall pay for all fees incurred through the effective date of termination. If the County permanently discontinues the operation of its System, this Agreement shall terminate on the date of discontinuance without further notice, and the County will reimburse the Agency the pro-rated amount of the fees previously paid by the Agency for the use of the System for the then current fiscal year.

## VIII.

### RELEASE AND HOLD HARMLESS

**TO THE EXTENT PERMITTED BY LAW, EACH PARTY AGREES TO WAIVE ALL CLAIMS AGAINST, TO RELEASE, AND TO HOLD HARMLESS THE OTHER PARTY AND ITS RESPECTIVE OFFICIALS, OFFICERS, AGENTS, EMPLOYEES, IN BOTH THEIR PUBLIC AND PRIVATE CAPACITIES, FROM ANY AND ALL LIABILITY, CLAIMS, SUITS, DEMANDS, LOSSES, DAMAGES, ATTORNEYS, FEES, INCLUDING ALL EXPENSES OF LITIGATION OR SETTLEMENT, OR CAUSES OF ACTION WHICH MAY ARISE BY REASON OR INJURY TO OR DEATH OF ANY PERSON OR FOR LOSS OF, DAMAGE TO, OR LOSS OF USE OF ANY PROPERTY**

**ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT. IN THE EVENT THAT A CLAIM IS FILED, EACH PARTY SHALL BE RESPONSIBLE FOR ITS PROPORTIONATE SHARE OF LIABILITY.**

**IX.**

**IMMUNITY**

In the execution of this Agreement, neither of the Parties waives, nor shall be deemed hereby to have waived any immunity or any legal or equitable defense otherwise available against claims arising in the exercise of governmental powers and functions. By entering into this Agreement, the Parties do not create any obligations, express or implied, other than those set forth herein, and this Agreement does not create any rights in parties who are not signatories to this Agreement.

**X.**

**ASSIGNMENT**

The Agency agrees to retain control and to give full attention to the fulfillment of this Agreement. The Agency cannot assign or sublet this Agreement without the prior written consent of the County. Further, the Agency cannot sublet any part or feature of the work to anyone objectionable to Denton County. The Sanger ISD PD also agrees that the subletting of any portion or feature of the work, or materials required in the performance of this Agreement, does not relieve the Agency from its full obligations to the County as provided by this Agreement.

**XI.**

**ENTIRE AGREEMENT**

This Agreement represents the entire and integrated agreement between Denton County and Sanger ISD PD and supersedes all prior negotiations, representations and/or agreements, either written or oral, between Denton County and Sanger ISD PD. This Agreement may be amended only by written instrument signed by Denton County and Sanger ISD PD.

**XII.**

**NOTICES**

Unless notified otherwise in writing, all notices are required to be given to either Party in writing and delivered in person or sent via certified mail to the other Party at the following respective addresses:

County:	1	Denton County Judge Denton County Commissioners Court 1 Courthouse Drive, Ste 3100 Denton, Texas 76201
	2	Denton County Sheriff Denton County Sheriff's Office 127 N. Woodrow Lane Denton, Texas 76205
	3	Assistant District Attorney Counsel to the Sheriff 127 N. Woodrow Lane Denton, Texas 76205

Name of Agency:	Sanger ISD Police Department
Contact Person	Chief Mike Picha
Address	100 Indian Lane
City, State, Zip	Sanger, TX 76266
Telephone	940-577-0042
Email:	<a href="mailto:mike.picha@Sangerisd.net">mike.picha@Sangerisd.net</a>

**XIII.**

**AUTHORITY TO SIGN**

The undersigned officers and/or agents of the Parties hereto are the properly authorized officials or representatives and have the necessary authority to execute this Agreement on behalf of the Parties.

**XIV.**

**SEVERABILITY**

The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or phrase of this Agreement is for any reason held to be contrary to the law or contrary to any rule or regulation having the force and effect of the law, such decisions shall not affect the remaining portions of the Agreement. However, upon the occurrence of such event, either Party may terminate this Agreement by giving the other Party thirty (30) days written notice.

**XV.**

**VENUE**

This Agreement and any of its terms or provisions, as well as the rights and duties of the Parties hereto, shall be governed by the laws of the State of Texas. The Parties agree that this Agreement shall be enforceable in Denton County, Texas, and if legal and necessary, exclusive venue shall lie in Denton County, Texas.

**XVI.**

**INTERPRETATION OF AGREEMENT**

Although this Agreement is drafted by the County, this is a negotiated document. Should any part of this Agreement be in dispute, the Parties agree that the Agreement shall not be construed more favorably for either Party.

**XVII.**

**REMEDIES**

No right or remedy granted herein or reserved to the Parties is exclusive of any right or remedy granted by law or equity; but each shall be cumulative of every right or remedy given hereunder. No covenant or condition of this Agreement may be waived without the express written consent of the Parties. It is further agreed that one (1) or more instances of forbearance by either Party in the exercise of its respective rights under this Agreement shall in no way constitute a waiver thereof.

**XVIII.**

**SUCCESSORS AND ASSIGNS**

The Parties each bind themselves, their respective successors, executors, administrators, and assigns to the other Party to this contract. Neither Party will assign, sublet, subcontract or transfer any interest in this Agreement without the prior written consent of the other Party. No assignment, delegation of duties or subcontract under this Agreement will be effective without the written consent of all Parties.

**EXECUTED** duplicate originals on the dates indicated below:

**SIGNED AND AGREED BY THE SANGER INDEPENDENT SCHOOL DISTRICT,  
TEXAS:**

**BY:**

\_\_\_\_\_ Date: \_\_\_\_\_  
Dr. Tommy Hunter, Superintendent  
Sanger Independent School District  
601 Elm Street  
Sanger, TX 76266  
940-458-7438

Approved as to content:

\_\_\_\_\_  
Police Chief Mike Picha

Approved as to form:

\_\_\_\_\_  
Attorney for Agency

**APPROVED BY THE DENTON COUNTY COMMISSIONERS COURT OF DENTON COUNTY, TEXAS:**

**BY:**

\_\_\_\_\_ Date: \_\_\_\_\_  
Andy Eads, County Judge  
Denton County Commissioners Court  
1 Courthouse Drive, Ste 3100  
Denton, Texas 76201  
(940)349-2820

Approved as to content:

\_\_\_\_\_  
Denton County Sheriff's Office

Approved as to form:

\_\_\_\_\_  
Assistant District Attorney  
Counsel to the Sheriff





# Sanger Independent School District

Department: Learning & Instruction: August 12, 2024

AGENDA SECTION: Action

SUBJECT: Memorandum of Understanding Between Denton County JJAEP and Sanger ISD for the 2024-2025 School Year.

## **Background Information**

Denton County JJAEP provides an educational program for expelled students.

## **Recommendation**

District administration recommends the Board approve the Memorandum of Understanding Between Denton County JJAEP and Sanger ISD for the 2024-2025 School Year.

## **Suggested Motion**

I make the motion to Approve the MOU between Denton County JJAEP and Sanger ISD for the 2024-2025 School Year.

Respectfully submitted,

Dr. Tommy Hunter

Superintendent

Educate - Inspire - Elevate

## ***MEMORANDUM OF UNDERSTANDING***

This Memorandum of Understanding ("MOU") is entered into pursuant to Chapter 37 of the Texas Education Code ("TEC") by and between the following Independent School Districts ("ISDs"): Denton ISD, Aubrey ISD, Pilot Point ISD, Lewisville ISD, Krum ISD, Ponder ISD, Sanger ISD, Argyle ISD, Northwest ISD, Lake Dallas ISD, Little Elm ISD, Carrollton-Farmers Branch ISD, Valley View ISD, Gainesville ISD, and Muenster ISD; and the Denton County Juvenile Justice Alternative Education Program ("JJAEP") as the agent for the Juvenile Board of Denton County, Texas ("DCJB"), of Denton County, Texas.

**WHEREAS** Denton County, Texas, has a population greater than 125,000 and the DCJB has been mandated by TEC Section 37.011 to develop a Juvenile Justice Alternative Education Program subject to the approval of the Texas Juvenile Justice Department ("TJJD"); and

**WHEREAS** the ISDs are located within Denton County or have requested to participate in the JJAEP; and

**WHEREAS** the ISDs have been mandated by the TEC Section 37.007 (a), (d), and (e) to expel students for enumerated serious offenses; and

**WHEREAS** the ISDs have the discretion to expel students under TEC Sec. 37.007 (b), (c), and (f); TEC Sec 37.0081; TEC Sec 37.309; and

**WHEREAS** the State of Texas has determined that public school students who engage in conduct that endangers the school population should be removed from the regular school setting and educated in a separate setting in order for school districts to fulfill their primary mission of educating Texas youth; and

**WHEREAS** the parties hereto agree that the JJAEP is a cooperative effort between the educational community and the juvenile justice system with the primary goals of the program being the education of students with *behavioral* problems and rehabilitation of juvenile offenders, but not the treatment of *emotional* problems;

NOW THEREFORE THE PARTIES AGREE THAT:

### **I. ADMINISTRATION OF DENTON COUNTY JJAEP**

- 1.01 The daily administration for the JJAEP will be conducted by the Denton County Juvenile Probation Department ("DCJPD") under the direction of the Chief Juvenile Probation Officer. The DCJPD shall conform the JJAEP to the standards and guidelines of TJJD. Furthermore, the DCJPD shall be responsible for and maintain all reports, data, assessments, and the like necessary to permit and allow examination for compliance with the TEC.

### **II. STUDENT PLACEMENT, DUE PROCESS, AND TERM OF PLACEMENT**

- 2.01 The parties to this MOU acknowledge that the TEC §37.010 (a) requires that every expelled student who is not detained or receiving treatment under an order of the

Juvenile Court must be enrolled in an educational program. It is therefore the intent of the parties that the JJAEP provide an educational program for expelled students.

- 2.02 Students who are expelled from participating ISDs will be afforded the appropriate due process within the respective ISD as provided by school district policy and federal and state law.
- 2.03 As the ISDs have elected to contract with the JJAEP, as the agent for and of DCJB, pursuant to TEC §37.011(p), for the placement of students expelled under TEC §37.007(b), (c), and (f), §37.0081; §37.309; any student, under the age of 19 years of age, who has been expelled from an ISD may be placed in or ordered or required to attend the JJAEP.
- 2.04 Every student who has been expelled from an ISD as a mandatory expulsion (i.e., pursuant to TEC §37.007(a), (d), or (e)), and for whom information has been provided by the ISD from which the student has been expelled to the Juvenile Court in accordance with Texas law and this MOU, may be placed in or ordered or required to attend the JJAEP regardless of the final disposition of the case. After the expelling ISD has received notice under Texas Family Code §52.041(d), placement in the JJAEP shall continue as set out in the expelling ISD's expulsion order; however, the expelling ISD shall review and may reconsider its expulsion decision.
- 2.05 Every student, under the age of 19 years of age, who has been expelled from an ISD as a discretionary expulsion (i.e., pursuant to TEC §37.007(b), (c), or (f); §37.0081; §37.309), and for whom information has been provided by the ISD from which the student has been expelled to the Juvenile Court in accordance with Texas law and this MOU, may be placed in or ordered or required to attend the JJAEP regardless of the final disposition of the case. After the expelling ISD has received notice under Tex. Fam. Code §52.041(d), placement in the JJAEP shall continue as set out in the expelling ISD's expulsion order; however, the expelling ISD shall review and may reconsider the terms and conditions of its expulsion order.
- 2.06 The JJAEP shall, for each student taken into custody for conduct that occurred on school property or at a school-sponsored or school-related activity, use its best efforts to ascertain whether the conduct for which the student was taken into custody would subject the student to mandatory expulsion. If the JJAEP ascertains that the conduct for which the student was taken into custody is such that it would subject the student to mandatory expulsion, the Juvenile Court may immediately order the student to attend the JJAEP, pending resolution of any ISD disciplinary action, including any expulsion hearings.
- 2.07 It is the intent of the parties hereto that, for each expelled student who is placed in the JJAEP on a mandatory expulsion, such placement will be conditioned on the student's completion of a period of "successful days", as set forth/described in the JJAEP student code of conduct, equal to the number of expulsion days ordered by the ISD. Pursuant to TEC §37.010, students must remain in the JJAEP for the full period ordered by the Juvenile Court, unless the student's school district agrees to readmit the student before the date ordered by the Juvenile Court. The "full period" shall mean a period of "successful days," as set forth/described in the JJAEP student code of conduct, that equals the number of days the student was ordered to complete by the Juvenile Court, unless the student's school district agrees to readmit the student before the date ordered by the Juvenile Court.

- 2.08 It is the intent of the parties hereto that, for each expelled student who is placed in the JJAEP on a discretionary expulsion, such placement will be conditioned on the student's completion of a period of expulsion, as set forth/described in the JJAEP student code of conduct, equal to the number of expulsion days ordered by the ISD. Pursuant to TEC §37.010, students must remain in the JJAEP for the full period ordered by the Juvenile Court, unless the student's school district agrees to readmit the student before the date ordered by the Juvenile Court. The "full period" shall mean the actual number of expulsion days as set forth/described in the JJAEP student code of conduct or that the student was ordered to complete by the Juvenile Court, unless the student's school district agrees to readmit the student before the actual number of expulsion days have been met as set by the expelling ISD or the Juvenile Court, as applicable.
- 2.09 In order to avoid undue disruption in the educational process of students attending the JJAEP under this MOU for a mandatory expulsion, the ISD expelling the student shall assign and order a term of expulsion that is not less than thirty (30) school days nor more than 365 days — unless the expelling ISD conducts a review of the student's placement at least every 365 days.
- 2.10 In order to avoid undue disruption in the educational process of students attending the JJAEP under this MOU for a discretionary expulsion, the ISD expelling the student shall assign and order a term of expulsion that is not less than thirty (30) school days and no more than 60 school days. The term of discretionary expulsion may exceed 60 school days, by mutual agreement between the JJAEP and the ISD, either at the time of the expulsion or extended if the student serving the same has violated or is in non-compliance with the rules and regulations of the JJAEP.
- 2.11 A term of placement, except for a term of placement based upon TEC §37.007(e), may be commuted or reduced, by agreement between the JJAEP and the ISD, if the student serving same has not violated and is in compliance with the rules and regulations of the JJAEP.
- 2.12 Notwithstanding anything set out herein, an ISD shall not be obligated or required to pay for a Juvenile Court placement when the student has not been expelled from an ISD.
- 2.13 Notwithstanding anything set out herein, under no circumstance shall an ISD be obligated or required to pay for a Juvenile Court placement or order requiring a student expelled from an ISD as a discretionary expulsion to attend the JJAEP beyond the period of expulsion, unless the affected ISD has been notified by the Juvenile Court and said ISD consents, in writing, to such placement.
- 2.14 Administrators of the ISD and the JJAEP may agree on deviations from the minimum and maximum length of stay(s) on a case-by-case basis.
- 2.15 It is the intent of the parties that there be no material interruption (i.e., more than three [3] days) in the provision of educational services to expelled students under this MOU. Therefore, the expelling ISD shall direct and order, in writing, the student and parent

to contact the JJAEP on the first business day -- per the Denton County calendar -- following the student's expulsion and electronically send a copy of this notice to the JJAEP. Any parent or guardian and student who is at the expulsion hearing shall sign the notice before it is transmitted to the JJAEP.

- 2.16 The ISDs shall use best efforts to assist the Juvenile Probation Department in placing all expellees under court orders requiring or mandating attendance in the JJAEP.

### **III. PAYMENT**

- 3.01 DAILY RATE -- The daily rate of \$125.00 per student per day in attendance will be charged for each discretionary expulsion (i.e., TEC §37.007(b), (c), or (f); §37.0081; §37.309) student enrolled in the JJAEP. The JJAEP shall charge and invoice the ISDs no later than the tenth (10<sup>th</sup>) day of each and every month that the MOU is in effect. Upon the first day of the month following receipt of an invoice for educational and rehabilitative services provided to ISD students, the ISD will pay the invoiced amount to Denton County. Payments shall be delivered to the Denton County Treasurer, 1 Courthouse Drive, Suite 1400, Denton, Texas 76208.
- 3.02 Because TJJD will pay for mandatory expulsions pursuant to TEC §37.007 (a), (d), or (e) only if a full and complete offense report has been made by law enforcement personnel showing the elements of the mandatory offense, to the extent State and Federal law allow, the expelling ISD shall use its best efforts to make, seek, or participate in the creation of a law enforcement offense report for mandatory expulsions which involve elements of a criminal offense. Notwithstanding anything set out herein, the ISDs shall not be charged, billed, or invoiced for students attending the JJAEP as a result of a mandatory expulsion if an offense report has been made by law enforcement personnel showing the elements of the mandatory offense.

### **IV. SPECIAL SERVICES**

- 4.01 The JJAEP and the ISDs shall cooperate in the provision of special services to students placed in the JJAEP. In the event a student is placed in the JJAEP who has not been identified by the ISD from which the student was expelled as being eligible for special education services, and the JJAEP staff believe such student may be eligible to receive such services, the JJAEP staff shall refer the student to the ISD from which the student was expelled for evaluation and determination of special education eligibility. In the event the student is eligible for special services, the JJAEP shall implement and be responsible for the academic elements of any program, and the expelling ISD shall implement and deliver any required related services and speech therapy.
- 4.02 The ISDs will invite a representative of the JJAEP to participate in any Admission, Review and Dismissal Committee meeting where expulsion will be considered.
- 4.03 The JJAEP and the ISDs shall ensure that a student who is non-English speaking or who speaks English as a second language is provided ESL services and instruction appropriate to address the student's needs, as determined by a language proficiency assessment

committee.

- 4.04 The JJAEP and the ISDs shall ensure that a student who is eligible for services under section 504 of the Rehabilitation Act of 1973 is provided services and instruction appropriate to address the student's needs, as determined by a section 504 committee.

## **V. GENERAL CONDITIONS**

- 5.01 Transportation to and from the JJAEP shall be the responsibility of the students' parents/guardians/custodians, except that transportation of students whose individual education plans include transportation services shall be the responsibility of the ISDs.
- 5.02 The day-to-day operation of the JJAEP will conform to the calendar for Lewisville ISD for the fall and spring semesters. The calendar for any summer session will be set within TJJD guidelines.
- 5.03 The fact that a student has been expelled will not prevent the ISD from developing a policy allowing a student to obtain credit by examination, allowing a student to borrow educational course materials from the school, or allowing a student to arrange tutoring. Neither the ISD nor the JJAEP is under an obligation to replicate a student's pre-expulsion course of study.
- 5.04 While a student is attending the JJAEP, that student may not participate in or attend any school district extracurricular activity.
- 5.05 Parents of students attending the JJAEP will receive notice of a child's academic progress at a minimum of every 120 school days.
- 5.06 Notwithstanding TEC Chapter 26, the JJAEP may monitor student activities by technological means, including video and/or audio methods and metal detectors. The JJAEP will provide a notice and release for such monitoring to the student and the student's parents.
- 5.07 The JJAEP may accept a student from an ISD located in another county. Upon approval from the DCJB, an ISD located in another county may become a signatory to this MOU, in which case the terms of this MOU will be in effect for that ISD.
- 5.08 No later than the 30th day after the end of the school year, the DCJPD will provide a program summary to the ISDs.
- 5.09 This MOU can be modified only in writing by the DCJB and the ISDs and at such a time as the parties may deem appropriate.
- 5.10 In conformance with TEC §37.011(k)(5), the JJAEP will provide services while the student attends the JJAEP for transitioning JJAEP students back to the school district. The transition plan shall include consultation between appropriate ISD personnel and JJAEP

personnel. To assist in the transition process, the JJAEP may offer in-service training to ISD staff.

- 5.11 In conformance with TEC § 37.011(k)(8), if a student eligible for or receiving special education services required by law is expelled, the services provided or required to be provided by the ISD shall accompany the student to the JJAEP and be provided by the JJAEP or the expelling ISD at the JJAEP.

## **VI. STUDENT CODES OF CONDUCT**

- 6.01 Each ISD shall develop a Student Code of Conduct specifying the circumstances under which a student may be removed from a classroom, campus, or alternative education program.
- 6.02 The Student Code of Conduct adopted by each ISD shall identify those categories of conduct that the ISD has defined as constituting serious misbehavior for which a student may be placed in the JJAEP.
- 6.03 A student may be subject to discretionary expulsion (TEC §37.007(c)) if the student, while placed in a disciplinary alternative education program, engages in documented serious misbehavior while on the program campus despite documented behavioral interventions. The ISD that expels a student from a disciplinary alternative education shall provide the JJAEP with the documentation identifying and describing the serious misbehavior that occurred at the DAEP and the attempted interventions. The JJAEP will determine whether the student's conduct constitutes serious misbehavior that warrants expulsion to the JJAEP. Provided the expelled student is a juvenile, as that term is defined in Title III of the Family Code, the JJAEP will bring the student before the Juvenile Court for review of the conduct and any necessary proceedings and/or orders.

For purposes of this subsection, "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 Section 21.07, Penal Code;
    - b) indecent exposure under Section 21.08, Penal Code;
    - c) criminal mischief under Section 28.03, Penal Code;
    - d) personal hazing under Section 37.152; or
    - e) harassment under Section 42.07(a)(1), Penal Code, of a student or district employee.
- 6.04 The JJAEP shall adopt its own Student Code of Conduct in accordance with TEC 37.001.

## **VII. ATTENDANCE**

- 7.01 JJAEP shall adopt and implement a student attendance accounting system, whether manual or automated, which includes procedures that ensure the accurate taking, recording, and reporting of attendance accounting data. Said system shall comply with the requirements of Chapter 42 of the TEC and 19 Texas Administrative Code Chapter 129. JJAEP shall provide the ISDs with copies of their respective students' attendance records and reports generated by JJAEP's attendance accounting system.
- 7.02 Pursuant to §65.003 of the Family Code, the JJAEP may pursue Truant Conduct charges for those students who violate compulsory school attendance laws according to §25.085 of the Education Code.

### **VIII. LANGUAGE SERVICES AND ASSESSMENTS**

- 8.01 Each ISD shall bear the sole and exclusive responsibility for all matters related to the delivery and retrieval of statewide assessment testing materials for students from the ISD. The ISD providing the education services at the JJAEP under contract or interlocal agreement shall bear the responsibility of testing students from each ISD who are placed in the JJAEP at the time of statewide assessment testing.

### **IX. TRANSITION SERVICES**

- 9.01 JJAEP shall perform a review of each student's progress at least once during each grading period and shall establish a transition plan for the student prior to the student's return to the school setting. The JJAEP liaison shall notify the student's parent or guardian and the appropriate ISD liaison at least five (5) school days in advance of each review performed under this section and TEC §37.011(d), unless such entities mutually agree to waive, in writing, such five-day notice period.
- 9.02 On an annual basis, the JJAEP shall provide to the ISDs a summative evaluation of the performance of each ISD's students served by the JJAEP.
- 9.03 Prior to the student's completion of the expulsion period, the JJAEP shall make recommendations to the ISD concerning the transition of the student from the JJAEP to the ISD.

### **X. JJAEP FACILITIES AND STAFFING**

- 10.01 The JJAEP is provided in a facility owned by Denton County.
- 10.02 Personnel and services for the JJAEP may be provided by Denton County or an ISD. Personnel and services provided by an ISD to the JJAEP will be provided under contract or interlocal agreement with the DCJB.

### **XI. STUDENT AND JUVENILE RECORDS**

- 11.01 The governing body of each party to this MOU finds that in order to appropriately serve students receiving services under this MOU, the sharing of information pertinent to the

provision of education and rehabilitation services is essential and in the best interests of the students served. Therefore, the expelling ISD shall directly forward any and all school records including special education and health service records for expelled students to the JJAEP.

- 11.02 The parties hereto agree to execute all agreements and statements necessary to effectuate this clause, including, but not limited to, those found in the Family Educational Rights and Privacy Act (“FERPA”).

## **XII. TRANSFERS**

- 12.01 Each ISD may, subject to its own policy, permit or accept transfer students (“transferees”) attending a Juvenile Justice Alternative Education Program in another county. Such transferees shall be admitted to the JJAEP on and under the same terms and conditions set out herein to include providing the required documentation regarding the conduct that formed the basis of the expulsion to a JJAEP in another county and necessary academic records to the JJAEP.

## **XIII. MISCELLANEOUS**

- 13.01 SEVERABILITY. In case any one or more of the provisions, articles, and sections contained in this MOU shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision, article, and section hereof, and this MOU shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
- 13.02 GOVERNING LAW. This MOU shall be governed by and construed in accordance with the laws of the State of Texas and the United States of America. Unless the obligation(s) of any party shall be materially changed, the amendment, interpretation, or change in any legislation or law cited herein shall be interpreted and understood to work a novation of this MOU.
- 13.03 TERMINOLOGY. The captions beside the article and section numbers of this MOU are for reference only and shall not modify or affect this MOU in any manner whatsoever. Wherever required by the context, any gender shall include any other gender, the singular shall include the plural, and the plural shall include the singular.
- 13.04 RULE OF CONSTRUCTION. The parties acknowledge that each party and its counsel have reviewed and revised this MOU, and the parties hereby agree that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this MOU or any amendments or exhibits hereto.
- 13.05 COUNTERPARTS. This MOU may be executed in multiple counterparts, each of which shall, for all purposes, be deemed an original, but which together shall constitute one and the same instrument.

Approved by the Denton County Juvenile Board on the 16<sup>th</sup> day of July 2024.

\_\_\_\_\_  
Kimberly McCary  
Chairman of the Denton County Juvenile Board

Approved by the \_\_\_\_\_ ISD Board of Trustees on the \_\_\_\_\_ day of  
\_\_\_\_\_ 2024.

\_\_\_\_\_  
Board President



# Sanger Independent School District

Department: Learning & Instruction: August 12, 2024

AGENDA SECTION: Action

SUBJECT: Update TASB Policy 123

## **Background Information**

TASB Localized Policy Manual Update 123

## **Recommendation**

District administration recommends the Board approve the Update to TASB Policy 123.

## **Suggested Motion**

I make the motion to Approve the Update to TASB Policy 123.

Respectfully submitted,

Dr. Tommy Hunter

Superintendent

Educate - Inspire - Elevate

# Update 123 Local Policy Overview

## Introduction

Hello, and welcome to an overview of the local policy recommendations included in Update 123, presented by TASB Policy Service.

Update 123 covers recommended local policy revisions to address several remaining laws from the 88th Legislative Session. Other revisions included in this update are in response to changes to the Administrative Code. As mentioned in the Update 122 overview, some of the new laws required the Texas Education Agency (TEA) or other state agencies to develop rules or guidelines to implement the new laws. Some of those newly developed rules and guidelines impact local policy.

While not covered in this overview, many of the legal policies included in this update were also affected by legislative changes and amendments to state rules that are now in effect. For information regarding those legal changes, review the explanatory notes included with your district's Update 123 materials, located in the [Local Manual Updates](#) section of Policy Online®.<sup>1</sup>

## TASB Numbered Update Reminders

You should always review your district's customized update materials, available in the [Local Manual Updates](#) section of Policy Online, for specific policy recommendations. Please remember that legal policies provide the legal framework for key areas of district operations; they are not adopted by the board.

After the board acts on the local policies in Update 123, don't forget to log in to Policy Online and go to [Local Manual Updates](#) to notify us of the board's action. Policy Online makes it easy to keep track of updates and notify us when the board takes action on policies in an update.

## BBD: Board Members, Training and Orientation

The revision to BBD(LOCAL) was prompted by [House Bill 3033](#),<sup>2</sup> which authorizes the attorney general to require trustees to complete Public Information Act (PIA) training if the attorney general finds the district violated the Act. Your current policy language delegates the responsibility for PIA training on behalf of newly elected or appointed board members to the public information coordinator. The new language clarifies that PIA training imposed specifically by the attorney general cannot be delegated and must be completed by the individual board members.

## **BBFA: Board Members, Conflict of Interest Disclosure**

While state law establishes specific conflict disclosure requirements for board members, the recommended language in BBFA(LOCAL) would address the ethical duty of a board member to disclose a financial or other personal interest in a board transaction or decision beyond the statutory requirements. The new text recommended in this policy demonstrates a commitment to avoid undue influence, increase transparency, and avoid the appearance of impropriety in public dealings.

## **CCGB: Ad Valorem Taxes, Economic Development**

Policy CCGB(LOCAL) is only included in the update for those districts that currently have a policy and also have existing Chapter 313 agreements with entities that provide limitations on appraised value. On December 31, 2022, Chapter 313 of the Tax Code, which is also known as the Texas Economic Development Act, expired. Agreements in place before the expiration of that law can continue in effect. Since new applications for limitation of appraised value are no longer permitted, the provisions relating to the application process are recommended for removal from the policy.

## **CKC: Safety Program/Risk Management, Emergency Plans**

On September 7, 2023, TEA released model standards to assist districts in developing procedures to notify parents of violent activity that has occurred or is being investigated at a campus or other district facility or at a school-sponsored activity. New provisions in CKC(LOCAL) direct the superintendent to develop procedures that provide for these notifications.

Also, for districts that previously had text at CKC(LOCAL) providing for the board to authorize employees or board members to possess firearms on campus, that text has been moved to the appropriate code in the CKE series.

## **CKE series: Security Personnel**

[House Bill 3](#),<sup>3</sup> passed during the 88th Legislative Session, required school districts to provide for adequate security of its campuses. Since that legislation was enacted, many districts formed their own police departments, entered into agreements with local law enforcement for additional school resource officers, authorized district employees or board members to possess firearms in the capacity of a guardian or a marshal, or contracted with security personnel. The CKE policy series includes CKE, which addresses security personnel in general and instances where a district has more than one type of security arrangement.

Policy CKEA deals with district-commissioned peace officers; CKEB contains information regarding school marshals; CKEC covers school resource officers; and CKED includes information about other security arrangements, including contracted security. Policy CKED also addresses employees or board members authorized to carry firearms on district property, who are commonly referred to as guardians.

The revisions to the policies in the CKE series are recommended to provide additional guidance on the topics of nonschool employment of district police officers, authorization of school marshals, the responsibilities of marshals and guardians, and revocation of authority for school marshals. Closely review your district's update packet, including the explanatory notes. They will provide information on changes to any CKE series policies included in your district's manual.

## **CQC: Technology Resources, Equipment**

TEA consulted with the Texas Health and Human Services Commission (HHSC) to develop model health and safety guidelines for the effective integration of digital devices in schools. The law requires the board to adopt a policy for the effective integration of digital devices in the district. In adopting CQC(LOCAL), the board could incorporate the guidelines prepared by TEA and the HHSC. The provision in this new policy states that the board adopts the model guidelines and directs the superintendent to develop regulations to implement these guidelines.

## **DCE: Employment Practices, Other Types of Contracts**

The recommendations in DCE(LOCAL) are intended to clarify that a non-Chapter 21 contract employee can request a hearing with the board when their contract is terminated during the contract term.

## **DGBA: Employee Complaints/Grievances**

## **FNG: Student & Parent Complaints/Grievances**

## **GF: Public Complaints**

With the current structure of the CKE series and a planned restructuring of the DIA and FFH series on discrimination and harassment, it is necessary to adjust cross-references in the complaint policies, DGBA(LOCAL), FNG(LOCAL), and GF(LOCAL) to reflect the series instead of a specific code.

## **EEH: Instruction Arrangements, Homebound Instruction**

Amendments to the *Student Attendance Accounting Handbook* prompted revisions to policy EEH(LOCAL). A student may now receive homebound services for psychological conditions as well as medical conditions. The policy has been updated to reflect this change. The *Student Attendance Accounting Handbook* also indicates that the weeks of confinement due to a medical or psychological condition do not need to be consecutive to qualify for homebound instruction. The policy has been revised to remove this consecutive weeks requirement.

## **EF series: Instruction Resources**

[House Bill 900](#)<sup>4</sup> from the 88th Legislative Session amended state law to require the Texas State Library and Archives Commission (TSLAC), with initial approval by the State Board of Education, to adopt standards for school library collection development for Texas public schools. The standards require a local policy, which is coded at EFB(LOCAL). In response to a Policy Alert emailed to districts on February 14, many districts adopted the recommended EFB(LOCAL) prior to Update 123. For all other districts, the recommended EFB(LOCAL) has been included in the update. The new policy includes provisions to comply with the standards from the State Board rules.

In EFA(LOCAL), the recommended revision makes selection of items from the list adopted by the State Board of Education optional instead of mandatory based on current law. The list of individuals who can submit a request for reconsideration of instructional materials has been revised to align with the list provided in the new EFB(LOCAL).

The majority of districts currently have policy EF(LOCAL), which covers both instructional materials and library materials. If this applies to your district, you will find when reviewing your update packet that EF(LOCAL) is recommended for deletion and a new EFA(LOCAL) addressing instructional materials has been added along with the EFB(LOCAL) addressing library materials. If your district had already split EF(LOCAL) into EFA and EFB, your board will only need to consider revisions to those codes.

## **Thank You!**

That covers the local policies in Update 123. We hope you find this overview helpful. Should you have any questions or want further clarification, please contact your [assigned policy consultant](#),<sup>5</sup> and don't forget to notify us of board action on this update using [Policy Online](#).

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<sup>1</sup> Policy Online Local Manual Updates (TASB login required):

<https://pol.tasb.org/Member/LocalManualUpdates>

<sup>2</sup> House Bill 3033: <https://capitol.texas.gov/tlodocs/88R/billtext/pdf/HB03033F.pdf>

<sup>3</sup> House Bill 3: <https://capitol.texas.gov/tlodocs/88R/billtext/pdf/HB00003F.pdf>

<sup>4</sup> House Bill 900: <https://capitol.texas.gov/tlodocs/88R/billtext/pdf/HB00900F.pdf>

<sup>5</sup> Policy consultant contact information (TASB login required):

<https://pol.tasb.org/Member/PolicyConsultant/Details>

# Explanatory Notes

## TASB Localized Policy Manual Update 123

### Sanger ISD

#### ATTN(NOTE)

#### GENERAL INFORMATION ABOUT THIS UPDATE

##### Please note:

Unless otherwise noted, references to legislative bills throughout these explanatory notes refer to Senate Bills (SB) or House Bills (HB) from the 88th Legislature, regular and special sessions. All referenced bills have already gone into effect unless otherwise noted.

The Local Policy Overview for Update 123, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online® (TASB login required), provides a general, high-level overview of the changes to the local policies included in the update. **Legal policies provide the legal framework for key areas of district operations and are not adopted by the board.**

#### AIB(LEGAL)

#### ACCOUNTABILITY: PERFORMANCE REPORTING

The Results Driven Accountability (RDA) section of the policy has been deleted. TEA included RDA information in the Accountability Manual starting in 2023 and repealed the RDA information in the Administrative Code. This change aims to streamline information used in academic accountability and RDA systems.

#### AIC(LEGAL)

#### ACCOUNTABILITY: INTERVENTIONS AND SANCTIONS

A citation to the Administrative Code has been included under Student Enrollment and Assignment, Enrollment Provision in Contract, regarding campuses that are closed and repurposed.

As 19 TAC 97.2005 has been repealed, the reference to Results Driven Accountability has been deleted from the section on Special Program Performance Determination.

#### AIE(LEGAL)

#### ACCOUNTABILITY: INVESTIGATIONS

The word "accreditation" has been removed as a descriptor for investigations in two places within the policy after an amendment to the Administrative Code, effective January 17, 2024.

#### BBA(LEGAL)

#### BOARD MEMBERS: ELIGIBILITY/QUALIFICATIONS

At Intent to Return, language from the Election Code has been included to minimize confusion regarding the specific requirements for establishing an intent to return to the individual's residence after a temporary absence.

#### BBB(LEGAL)

#### ELECTIONS: POST-ELECTION PROCEDURES

HB 5180 added new requirements for public inspection of election records. A reference has been added at Election Records regarding where to find information on public inspection of those records for districts who serve as custodians of their own election records.

#### BBD(LOCAL)

#### BOARD MEMBERS: TRAINING AND ORIENTATION

HB 3033 authorizes the attorney general to require trustees to complete training on the Public Information Act if the attorney general finds that there has been a violation of the Act. Language is recommended to make clear that this training after a violation cannot be delegated to the district's Public Information Act coordinator.

#### BBFA(LOCAL)

#### ETHICS: CONFLICT OF INTEREST DISCLOSURES

Language is recommended to clarify that a trustee's ethical duty to disclose a financial or other personal interest in board transactions goes beyond the statutory conflicts of interest set out in state and federal law. The added language serves to demonstrate a commitment to avoid undue influence, increase transparency, and avoid the appearance of impropriety in public dealings.

# Explanatory Notes

## TASB Localized Policy Manual Update 123

### Sanger ISD

#### **CCG(LLEGAL) LOCAL REVENUE SOURCES: AD VALOREM TAXES**

HB 3273, effective January 1, 2024, revised the Tax Code and requires a taxing unit, including a school district, to provide specific notice to property owners on its website. These provisions have been included in the Appraisal District Property Tax Database section of the policy.

#### **CCGA(LLEGAL) AD VALOREM TAXES: EXEMPTIONS AND PAYMENTS**

This policy has been updated to indicate that a board that adopted an exemption for the 2022 tax year may not reduce the amount or repeal that exemption based on SB 2 from the second special session of the 88th Legislature. [See Homestead, Local Options.]

HB 4559, from the 88th regular session, increased the population range for certain districts to provide that the split payment option does not apply to the district's taxes collected by another taxing unit that has adopted that option. [See Split Payments, In Certain Counties.]

#### **CCGB(LLEGAL) AD VALOREM TAXES: ECONOMIC DEVELOPMENT**

HB 4559 increased the population threshold for determining a large municipality for provisions related to the appointment of reinvestment zone board members. [See Tax Increment Financing Act, Large Municipality.]

Substantial changes have also been made based on HB 5 to incorporate the Texas Jobs, Energy, Technology, and Innovation Act.

#### **CCGB(LLOCAL) AD VALOREM TAXES: ECONOMIC DEVELOPMENT**

Substantial changes are recommended to remove provisions addressing expired laws related to Tax Code Chapter 313 agreements. If your district consulted with legal counsel to revise this policy, we recommend discussing the proposed revisions with them. If the district's agreements have expired completely, please contact your policy consultant for additional revisions.

#### **CKB(LLEGAL) SAFETY PROGRAM/RISK MANAGEMENT: ACCIDENT PREVENTION AND REPORTS**

TEA's amendments to the Administrative Code rules for mandatory school drills necessitated reorganization of definitions and added clarity to several sections of the policy. Changes in this policy also reflect TEA's amendments to the Administrative Code rules related to active threat exercises.

#### **CKC(LLOCAL) SAFETY PROGRAM/RISK MANAGEMENT: EMERGENCY PLANS**

A section on Notice Regarding Violent Activity is recommended to comply with legal requirements. Administrative procedures must be created to align with TEA's model standards.

#### **CKEA(LLOCAL) SECURITY PERSONNEL: COMMISSIONED PEACE OFFICERS**

Significant revisions are recommended to the CKE policy series to promote compliance and clarification with HB 3 and other legal requirements. As Education Code 37.081 covers both police authority and duties, the margin note has been edited to clarify the scope of the policy language. The section on temporary assignments has been incorporated into Limitations on Nonschool Employment to account for possible off-duty officer use by both the district and other agencies. A section on Interlocal Agreement has been added to note that district police officers will function within the scope of the agreement. Other edits have been made for consistency with policy style.

The Legal Issues in Update 123 memo, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

# Explanatory Notes

## TASB Localized Policy Manual Update 123

### **Sanger ISD**

#### **CKEC(LOCAL) SECURITY PERSONNEL: SCHOOL RESOURCE OFFICERS**

Based on the district's security survey responses, we have deleted the enclosed policy to accurately reflect the district's current security personnel arrangements.

#### **CKED(LEGAL) SECURITY PERSONNEL: OTHER SECURITY ARRANGEMENTS**

The provisions of this policy address commissioned security officers with Level III training under the Department of Public Safety hired through a security services contractor or as a district employee in accordance with the Education Code and the Occupations Code.

#### **CMD(LEGAL) EQUIPMENT AND SUPPLIES MANAGEMENT: INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING**

Cross-references throughout this policy have been updated to EFA since policy EF has been separated into EFA (instructional materials) and EFB (library materials).

#### **CPC(LEGAL) OFFICE MANAGEMENT: RECORDS MANAGEMENT**

Edits to this policy at Destruction of Records remove a reference to 13 TAC 7.123(c), which was deleted from Texas State Library and Archives Commission rules, effective March 6, 2024.

#### **CQA(LEGAL) TECHNOLOGY RESOURCES: DISTRICT, CAMPUS, AND CLASSROOM WEBSITES**

HB 3273, effective January 1, 2024, requires school districts to post a notice informing property owners of the property tax database maintained by the appraisal district. Language has been added at item 28 under the section on Other Required Internet Postings.

#### **CQC(LEGAL) TECHNOLOGY RESOURCES: EQUIPMENT**

A section on Guidelines for Use of Digital Devices has been added to address the TEA and Health and Human Services Commission model health and safety guidelines for the use of digital devices, which are required by the Education Code and were issued in October 2023.

#### **CQC(LOCAL) TECHNOLOGY RESOURCES: EQUIPMENT**

This new local policy is recommended to meet the legal requirement for the board to adopt a policy for the effective integration of digital devices in the district. The policy language adopts the model health and safety guidelines developed by TEA and the Health and Human Services Commission and clarifies that the superintendent must develop regulations for implementation.

#### **DEC(LOCAL) COMPENSATION AND BENEFITS: LEAVES AND ABSENCES**

Based on information provided by the administration, the enclosed revisions are recommended to add required provisions for peace officers regarding mental health leave, quarantine leave, and line of duty illness or injury leave. Please contact your policy consultant if further revisions are needed.

#### **DGBA(LOCAL) PERSONNEL-MANAGEMENT RELATIONS: EMPLOYEE COMPLAINTS/GRIEVANCES**

Extensive revisions within the CKE policy series necessitated an update to the cross-reference in the list of other complaint processes.

Also, to accommodate planned restructuring of policy DIA, we have revised the references to that code in this policy to reflect the DIA series. No other changes have been made to this policy.

# Explanatory Notes

## TASB Localized Policy Manual Update 123

### Sanger ISD

The Legal Issues in Update 123 memo, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

#### **DHE(LEGAL)                      EMPLOYEE STANDARDS OF CONDUCT: SEARCHES AND ALCOHOL/DRUG TESTING**

New Department of Transportation rules amend the department's regulated industry drug testing program. The language in the Reports to DPS section has been amended for clarity.

#### **DNA(LEGAL)                      PERFORMANCE APPRAISAL: EVALUATION OF TEACHERS**

Amendments to the Administrative Code allow districts to begin using the Alternate Domain I rubric as part of the Texas Teacher Evaluation and Support System (T-TESS) beginning with the 2024-25 school year. Language has been updated to reflect this change.

#### **DP(LEGAL)                        PERSONNEL POSITIONS**

The section on School Psychological Services has been amended to provide additional clarity and to set out the correct title for licensed specialists in school psychology (LSSPs) as indicated in the Administrative Code.

#### **EEH(LOCAL)                      INSTRUCTIONAL ARRANGEMENTS: HOMEBOUND INSTRUCTION**

TEA's revisions to the *Student Attendance Accounting Handbook (SAAH)* prompted recommended updates to this policy. Students may now receive homebound services for psychological, as well as medical, conditions. The *SAAH* also indicates that the weeks of confinement due to a medical or psychological condition do not need to be consecutive to qualify. The policy language has been updated to reflect this change.

#### **EF(LEGAL)                        INSTRUCTIONAL RESOURCES**

In order to clarify the differences in requirements for instructional materials and library materials, as well as to accommodate the new library collection development standards, policy EF has been divided into EFA (instructional material) and EFB (library material). The content in EF(LEGAL) has moved to either EFA or EFB, as appropriate.

#### **EF(LOCAL)                        INSTRUCTIONAL RESOURCES**

As explained at EF(LEGAL), above, this local policy addressing instructional resources is being deleted. New local policies to address instructional materials and library materials separately are included at EFA and EFB.

#### **EFA(LEGAL)                        INSTRUCTIONAL RESOURCES: INSTRUCTIONAL MATERIALS**

Content regarding instructional material review and federally required parental inspection has been moved from EF(LEGAL) to EFA(LEGAL).

#### **EFA(LOCAL)                        INSTRUCTIONAL RESOURCES: INSTRUCTIONAL MATERIALS**

The enclosed policy regarding instructional materials is recommended to coordinate with the policy addressing library materials at EFB(LOCAL). The provisions previously housed at EF(LOCAL) have been moved to this code with the following revisions:

# Explanatory Notes

## TASB Localized Policy Manual Update 123

### Sanger ISD

- At Selection, a clarification has been made to reflect that instructional materials must be chosen in accordance with stated objectives and administrative regulations and may include items from the State Board of Education list.
- At Reconsideration of Instructional Materials, the list of individuals who can submit a request for reconsideration has been revised. This change is recommended to align with the list provided in the new EFB(LOCAL), which permits an employee or parent or guardian to submit these requests. If the district would like to expand this list, please contact your policy consultant.

Please review the information at Formal Reconsideration, which specifies who will receive forms requesting the reconsideration of instructional material and who will appoint a reconsideration committee. If the policy needs to identify a different position for these responsibilities, please contact your policy consultant for assistance with revisions.

The Legal Issues in Update 123 memo, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

### **EFB(LLEGAL)**

### **INSTRUCTIONAL RESOURCES: LIBRARY MATERIALS**

EFB(LLEGAL) has been revised to incorporate new library collection development standards adopted by the Texas State Library and Archives Commission (TSLAC), effective January 23, 2024. The policy includes a note regarding the Fifth Circuit Court of Appeals enjoinder and the resulting unenforceability of certain statutes related to library material. The TSLAC Library Collection Development Standards are not currently enjoined by the Fifth Circuit Court of Appeals.

### **EFB(LOCAL)**

### **INSTRUCTIONAL RESOURCES: LIBRARY MATERIALS**

This recommended policy aligns with changes to the Administrative Code and the new collection development standards for school libraries as a result of HB 900. Please review the following information in your policy:

- The location of the form for formal reconsideration;
- The position title for the person responsible for appointing the reconsideration committee; and
- The number of days allocated for appointing the committee, providing the material for review to the committee, and completing the committee's final report.

If any information needs to be updated or if further revisions to the policy are needed, please contact your policy consultant for assistance.

### **EHBAA(LLEGAL)**

### **SPECIAL EDUCATION: IDENTIFICATION, EVALUATION, AND ELIGIBILITY**

A cross-reference to policy EHB has been included for additional requirements relating to the evaluation and identification process when dyslexia is a suspected disability. [See Determination of Initial Eligibility.]

### **EHBAB(LLEGAL)**

### **SPECIAL EDUCATION: ARD COMMITTEE AND INDIVIDUALIZED EDUCATION PROGRAM**

The section on Supplemental Special Education Services (SSES) has been revised to reflect amended Administrative Code rules, effective April 18, 2023. The district is required to notify parents of SSES eligibility and related information during an ARD committee meeting.

# Explanatory Notes

## TASB Localized Policy Manual Update 123

### **Sanger ISD**

A provision regarding an IEP supplement for each child who was enrolled in a district's special education program during the 2019-20 school year or the 2020-21 school year has been removed. That requirement expired on September 1, 2023.

#### **EHBE(LLEGAL)                      SPECIAL PROGRAMS: BILINGUAL EDUCATION/ESL**

Extensive revisions have been made throughout this policy to reflect amended rules relating to emergent bilingual students.

#### **EHBJ(LLEGAL)                      SPECIAL PROGRAMS: INNOVATIVE AND MAGNET PROGRAMS**

Changes to this policy stem from amended Administrative Code provisions relating to innovative courses. The amended rules became effective February 18, 2024.

#### **EKB(LLEGAL)                      TESTING PROGRAMS: STATE ASSESSMENT**

Revisions have been made to remove language that does not require district action to aid in readability and clarity. Citations have also been updated based on rule changes.

#### **FA(LLEGAL)                      PARENT RIGHTS AND RESPONSIBILITIES**

The cross-reference at Parental Rights relating to teaching materials has been updated to reflect the division of policy EF into EFA and EFB.

#### **FFAC(LLEGAL)                      WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT**

A section on Telehealth in Medicaid Covered Services has been added to provide guidance from Administrative Code rules specific to telehealth services authorized as Texas Medicaid covered services.

The section on opioid antagonists has been updated to reflect new rules effective November 1, 2023.

Changes have also been made to the section on epinephrine auto-injectors to reflect amended Administrative Code rules.

Citations throughout have been updated based on rule amendments.

#### **FNG(LOCAL)                      STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT AND PARENT COMPLAINTS/GRIEVANCES**

Extensive revisions within the CKE policy series necessitated an update to the cross-reference in the list of other complaint processes.

Also, to accommodate planned restructuring of policy FFH, we have revised the references to that code in this policy to reflect the FFH series. No other changes have been made to this policy.

The Legal Issues in Update 123 memo, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

#### **GBA(LLEGAL)                      PUBLIC INFORMATION PROGRAM: ACCESS TO PUBLIC INFORMATION**

A cross-reference regarding economic development negotiations under Government Code Chapter 403 has been added.

#### **GF(LLEGAL)                      PUBLIC COMPLAINTS**

The division of policy EF into EFA and EFB necessitated an update to the cross-reference in this policy.

# Explanatory Notes

## TASB Localized Policy Manual Update 123

### Sanger ISD

#### **GF(LOCAL)**

#### **PUBLIC COMPLAINTS**

Extensive revisions within the CKE policy series necessitated an update to the cross-reference in the list of other complaint processes. No other changes have been made to this policy.

The Legal Issues in Update 123 memo, available with your Update 123 materials under [Local Manual Updates](#) on Policy Online (TASB login required), describes common legal concerns and best practices specific to this policy's topic.

#### **GKA(LEGAL)**

#### **COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES**

Amendments to the Code of Federal Regulations necessitated changes to the section regarding operation of a small unmanned aircraft system.

#### **GRA(LEGAL)**

#### **RELATIONS WITH GOVERNMENTAL ENTITIES: STATE AND LOCAL GOVERNMENTAL AUTHORITIES**

The Definitions section has been revised to reflect amended Administrative Code rules that include school resource officers and contracted police officers in the definition of "school personnel and volunteers."

Language has been added at Notice to School Personnel to provide direction if the superintendent is the individual alleged to have committed child abuse or neglect.

The Students Taken into Custody section has been updated to incorporate appropriate legal citations and improve clarity.



## (LOCAL) Policy Comparisons

These documents are generated by an automated process that compares the updated policy to the current policy as found in TASB records.

In this packet, you will find:

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

Annotations are shown as follows:

- Deletions are in a red strike-through font: ~~deleted text~~.
- Additions are in a blue, bold font: **new text**.
- Blocks of text that were moved without changes are shown in green, with double underline and double strike-through formatting to distinguish the text's new placement from its original location: ~~moved text~~ becomes moved text.
- Revision bars appear in the right margin to show sections with changes.

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

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

<b>Contact:</b>	<b>School Districts and Education Service Centers</b>	<b>Community Colleges</b>
	<a href="mailto:policy.service@tasb.org">policy.service@tasb.org</a>	<a href="mailto:colleges@tasb.org">colleges@tasb.org</a>
	800.580.7529	800.580.1488

**Public Information  
Coordinator**

After Election or  
Appointment

The Superintendent shall fulfill the responsibilities of the public information coordinator and shall receive, on behalf of Board members, the training specified by Government Code 552.012. [See GBAA]

After a Violation

A Board member who receives written notice from the attorney general that the member must complete Public Information Act (PIA) training described by GBAA(LEGAL) following the District's failure to comply with a PIA requirement shall complete the training within the timelines described in law. The completion of the training in response to such a notice cannot be delegated.

**Reporting  
Continuing  
Education Credit**

The Board President shall announce the status of each Board member's continuing education credit. The announcement shall be made annually at the last regular Board meeting before the District's uniform election date, whether or not an election is held. The announcement shall be reflected in the meeting minutes and, when necessary, posted on the District's website in accordance with law.

In addition to disclosures required by law, a Board member shall disclose to the Board any personal financial interest, business interest, or obligation or relationship that in any way creates a potential conflict of interest with a vote on a pending matter.

A Board member shall not use coercive means or promise special treatment in order to influence Board or District decisions, nor use the member's position to seek personal advantage. [See also BBF(LOCAL)]

**Annual Financial  
Management Report**

Each Board member shall provide to the District in a timely manner information necessary for the District's annual financial management report. [See CFA]

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**Note:** The Texas Economic Development Act, Tax Code Chapter 313, Subchapters B and C, expired on December 31, 2022.

A limitation on appraised value approved before the expiration continues in effect according to the law as it existed immediately before its expiration, and the law is continued in effect for purposes of the limitation on appraised value.

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**Texas Economic Development Act**

Purpose

These provisions outline the District's procedures ~~for accepting, reviewing, and considering applications and amendments to applications, and, when necessary,~~ enforcing agreements under the Texas Economic Development Act (the Act), as set forth in Tax Code Chapter 313. [See CCGB(LEGAL)]

Definitions

~~In addition to the definitions set out in CCGB(LEGAL), the following definitions apply in this policy.~~

~~"Application review period" means the period during which the Board will consider and act on an application. The application review period begins on the application review start date and ends on the 151st day thereafter, unless the application review period is extended by Board action prior to the expiration date.~~

~~"Appraisal district" means each county appraisal district that appraises property that is the subject of an application.~~

**Filing an Application**

~~In the form and formats required by the comptroller, an applicant shall file with the Superintendent the original and copies of the completed application along with a searchable electronic copy certified to contain information identical to the original hard copy. [See CCGB(LEGAL) at Required Contents and Format]~~

~~The Superintendent shall hold any incomplete applications or applications submitted without the full application fee until the application is properly completed and the application fee is paid. The Superintendent's determination of whether an application is complete shall be final.~~

Confidentiality of Applicant Information

~~If the Board decides to consider an application, information provided in connection with an application will not be considered confidential except as allowed by law. [See CCGB(LEGAL) at Confidential Business Information]~~

Amending an Application

~~An applicant may seek to amend an application at any time prior to final Board action on the application. If an amended application is filed within 60 days of the end of the application review period, the application review period shall be extended automatically to the~~

	<p><del>61st day after the date on which the last amended application is filed, unless the Board takes action to extend the application review period otherwise.</del></p> <p><del>The Superintendent shall review and forward to the comptroller any amended application or supplemental information on receipt.</del></p>
<p><b>Application Fee Schedule</b></p>	<p><del>The Board has established the following fee schedule:</del></p> <ul style="list-style-type: none"><li><del>• \$75,000 for projects valued at less than \$500 million total anticipated investment.</del></li><li><del>• \$100,000 for projects valued from \$500 million to less than \$1 billion total anticipated investment.</del></li><li><del>• \$150,000 for projects valued at or over \$1 billion total anticipated investment.</del></li></ul> <p><del>The application fee is nonrefundable unless the application is rejected after an initial Board review, as defined in this policy, or if the actual costs incurred in the review process are exceeded by the anticipated costs as established in this policy.</del></p> <p><del>The application fee does not include any amount charged to the applicant by the comptroller's office for its economic impact study.</del></p>
<p><b>Processing an Application</b></p>	<p><del>Upon receipt of an application and application fee, the Superintendent shall:</del></p>
<p><b>Before Initial Board Review</b></p>	<ol style="list-style-type: none"><li><del>1. Send the applicant written confirmation of receipt of the application and application fee.</del></li><li><del>2. Review the application and, as necessary, require the applicant to submit additional and/or supplementary information, including all required schedules.</del></li><li><del>3. Within seven days of receipt of a completed application, submit the application to the comptroller, together with any economic analysis of the proposed project submitted by the applicant.</del></li><li><del>4. Obtain necessary conflict of interest disclosures. [See BBFA(LEGAL)]</del></li></ol>
<p><b>Initial Board Review</b></p>	<p><del>As soon as practical after an application is filed, the Board shall conduct an initial review of the application during which the Board may consider the Superintendent's recommendation and written or oral presentations concerning the application.</del></p> <p><del>If, after the initial review, the Board determines that the application is not in the best interests of the District, the Board shall reject the</del></p>

- ~~application and return to the applicant the application fee, less any necessary and reasonable costs of the initial review.~~
- ~~After Initial Board Review~~
- ~~If the Board elects to consider the completed application, the Superintendent shall:~~
- ~~1. Deposit the application fee and provide required written notice to the applicant and comptroller, with a copy to the appraisal district, that the District has received and will consider the completed application;~~
  - ~~2. Deliver to the comptroller a copy of the application and required material along with a request for an economic impact evaluation;~~
  - ~~3. Accept on behalf of the Board any amendments or supplements submitted by the applicant, and transmit copies to the comptroller within seven days of receipt;~~
  - ~~4. Direct appropriate District personnel to create a link from the District's website to the location on the comptroller's website where copies of applications are posted;~~
  - ~~5. Within the time allowed by law, provide all required supplemental information necessary to assist the comptroller and the Texas Education Agency (TEA) with the required analyses;~~
  - ~~6. On receipt, provide the applicant and District consultants with a copy of the economic impact evaluation and the school facilities impact analysis;~~
  - ~~7. Work with the applicant and District consultants to provide the District and the comptroller with copies of the proposed agreement in a timely manner [see CCGB(LEGAL) at Continued Eligibility];~~
  - ~~8. Take all action necessary or required to process the application;~~
  - ~~9. Not later than 151 days after the application review start date, present to the Board an agreement for final approval or a request for extension of the application review period;~~
  - ~~10. If an extension of the application review period is requested, report each such request to the comptroller within seven days of the decision to grant the extension; and~~
  - ~~11. After Board action on the application, if any, transmit all necessary and required information to the comptroller, the applicant, and the appraisal district.~~

<del>District Consultants</del>	<del>On retention by the Board, District consultants, including legal counsel, shall review the application to ensure it includes all required information. District consultants shall also begin an analysis of the application, consider any legal implications of the application, draft and negotiate an appropriate revenue protection agreement, and evaluate the analyses from the comptroller and TEA on receipt.</del>  <del>District consultants shall be paid for services from the application fee and shall complete their analyses in time to assist the Board, as appropriate, in its initial review or final determination on the application.</del>
<b>Board Action on Application</b>	Completed applications may be considered for approval by the Board only after completion of the economic impact evaluation and the school facilities impact analysis and receipt of the comptroller's certification, as required by the Act.
<del>Public Hearing</del>	<del>The Board's final determination on an application shall be made after a public hearing at which the Superintendent, District consultants, the applicant, and members of the public may provide input and information concerning the proposed application. The comptroller's certification shall be disclosed at the public hearing.</del>  <del>The public hearing shall be held at a time that allows the Board to approve or disapprove an application before the expiration of the application review period, unless the deadline has been extended.</del>
<del>Findings of Fact</del>	<del>After the public hearing, the Board shall make specific written findings as required by law. [See CCGB(LEGAL) at Approval]</del>
<del>Adoption of Agreement</del>	<del>After considering the comptroller's certification, the economic impact evaluation, the school facilities impact analysis, information from District consultants, and any other relevant information, the Board may approve the application and enter into an agreement that complies with all legal requirements. [See CCGB(LEGAL) at Agreement] The Board shall also consider and adopt an agreement with the applicant to provide protection from or compensation for any financial risks undertaken by the District in accepting the application.</del>
<del>Waiver of Jobs Requirement</del>	<del>The Board may waive the new jobs creation requirement in accordance with the law. [See CCGB(LEGAL) at Waiver of New Jobs Creation Requirement] If an applicant makes a waiver request subsequent to the original application, the Board may charge the applicant a fee to cover the costs of any consultant required by the Board in making the requisite finding.</del>

**Superintendent  
Responsibilities  
After Agreement**

During the term of any agreement, the Superintendent shall ensure that all reporting requirements are met in a timely manner by the District and the applicant. The Superintendent is authorized to delegate this function to District consultants.

**Statements  
Regarding Conflicts  
of Interest**

~~Each Board member and any District employee who is a local government official under Local Government Code Chapter 176~~ Within 60 days after each Board election or appointment, each new Board member shall submit a conflict of interest statement confirming or denying the existence of a conflict of interest or a substantial business interest in each project that is the subject of an ~~application, agreement, or amendment to an agreement with the District.~~ ~~Within~~ This requirement to submit a conflict of interest statement within 60 days ~~after each Board election or the appointment of a Board member, each new Board member shall complete~~ also apply to any new District employee who is a ~~statement.~~ local government official under Local Government Code Chapter 176. The completed statements shall be retained by the District with each affected ~~ap- plication or~~ agreement. If a conflict or substantial interest exists, the appropriate disclosure forms shall be completed and filed as required by law. [See BBFA(LEGAL)]

**Emergency  
Operations Plan**

The Superintendent shall ensure updating of the District's emergency operations plan and ongoing staff training.

As required by law, the emergency operations plan shall include the District's procedures addressing:

1. Reasonable security measures when District property is used as a polling place;
2. Response to an active shooter emergency;
3. Response to a nearby train derailment, as applicable; and
4. Access to campus buildings and materials necessary for a substitute teacher to carry out the duties of a District employee during an emergency or an emergency drill.

**Notice Regarding  
Violent Activity**

~~4.~~ The Superintendent shall develop procedures to notify parents regarding violent activity that has occurred or is being investigated at a campus or other District facility or at a District-sponsored activity.

**District Police  
Department**

To ensure sufficient security and protection of students, staff, and property, the Board authorizes the formation of a District police department and shall employ and commission police officers.

Supervisory  
Authority

The chief of police shall be accountable to and shall report to the Superintendent. In accordance with law, the Superintendent shall not delegate this supervisory responsibility.

Jurisdiction

The jurisdiction of District police officers shall include all territory within District boundaries, as well as all real and personal property outside the boundaries of the District that is owned, leased, or rented by the District, or is otherwise under the District's control.

Police Authority and  
Duties

~~Police officers employed by the~~ Each District police officer shall have all the powers, privileges, and immunities of police officers on or off duty within the jurisdiction of the District. Subject to limitations in law, each District police officers officer shall ~~have the authority to:~~

1. Protect the safety and welfare of any person in the jurisdiction of the District and protect the property of the District.
2. Enforce all laws, including municipal ordinances, county ordinances, and state laws, and investigate violations of law as needed. In doing so, District police officers may serve search warrants in connection with District-related investigations in compliance with the Texas Code of Criminal Procedure.
3. Arrest suspects consistent with state and federal statutory and constitutional standards governing arrests, including arrests without warrant, for offenses that occur in the officer's presence or under the other rules set out in the Texas Code of Criminal Procedure.
4. Coordinate and cooperate with commissioned officers of all other law enforcement agencies in the enforcement of this policy as necessary.
5. Enforce District policies, rules, and regulations on District property, in school zones, at bus stops, or at District functions.
6. Investigate violations of District policy, rules, and regulations as requested by the Superintendent and participate in hearings concerning alleged violations.
7. Carry weapons as directed by the chief of police and approved by the Superintendent.
8. Carry out all other duties as directed by the chief of police or Superintendent.

	<p>A District police <del>officers</del>officer shall not be assigned routine classroom discipline or administrative tasks.</p>
<p><i>Temporary Assignment</i></p>	<p><del>District police officers shall enforce all laws, including municipal ordinances, county ordinances, and state laws within another law enforcement agency's jurisdiction while temporarily assigned to the other agency.</del></p>
<p>Limitations on Nonschool Employment</p>	<p>No officer commissioned under this policy shall provide law enforcement or security services for an outside employer without prior written approval from the chief of police and Superintendent. <del>Each District police officer shall enforce all laws, including municipal ordinances, county ordinances, and state laws within another law enforcement agency's jurisdiction while working off-duty or temporarily assigned to another agency.</del></p>
<p>Relationship with Outside Agencies</p>	<p>The District's police department and the law enforcement agencies with which it has overlapping jurisdiction shall enter into <del>a memorandum</del>memoranda of understanding <del>and other appropriate interlocal agreements</del> that <del>outlines</del>outline reasonable communication and coordination efforts among the department and the agencies. The chief of police and the Superintendent shall review the <del>memorandum</del>memoranda of understanding <del>and other agreements</del> at least once every year. <del>The memorandum of understanding</del>All such agreements shall be approved by the Board.</p>
<p><i>Interlocal Agreement for Mutual Aid</i></p>	<p>While operating pursuant to an interlocal agreement for mutual aid or other support for another law enforcement agency, each District police officer shall perform the duties and have the authorities set out in the agreement, including enforcing all laws within the other agency's jurisdiction.</p>
<p>Video Monitoring</p>	<p>If available, video equipment shall be used on a District police car for safety purposes whenever the flashing lights on the car are in use.</p>
<p><i>Access to Recordings</i></p>	<p>Recordings shall be considered law enforcement records, shall remain in the custody of the chief of police, and shall be maintained as required by the department regulations manual and law. A parent or student who wishes to view a video recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]</p>
<p>Body-Worn Cameras</p>	<p>A District <del>officers</del>police officer shall use a body-worn <del>cameras</del>camera only when performing official law enforcement duties for the District and in accordance with the provisions of the District police department's body-worn camera program. <del>Officers</del>Each District police officer shall receive training on the program, including proper</p>

use and operation of cameras. Any District employee who has access to data from body-worn cameras shall receive training on storage, retention, and release of recordings.

Training	<del>All</del> Each District <del>officers</del> police officer shall receive at least the minimum amount of education and training required by law.
Department Regulations Manual	To carry out the provisions in this policy, the police department shall compile and maintain a manual that describes and sets forth operational procedures, rules, and regulations pertaining to the administration of police services. The chief of police and the Superintendent shall review the manual annually and make any appropriate revisions.
<i>Racial Profiling</i>	The chief of police shall develop and implement regulations to ensure compliance with <del>state law</del> laws regarding racial profiling. <del>Police officers employed by the</del> A District police officer shall not initiate any law enforcement action based on an individual's race, ethnicity, or national origin.
<i>Use of Force</i>	The use of force, including deadly force, shall be authorized only when reasonable and necessary, as outlined in the department regulations manual.
<i>High-Speed Pursuit</i>	<del>Officers</del> A District police officer shall not engage in high-speed chases in a motor vehicle when the immediate danger to the public or the officer created by the pursuit exceeds the immediate or potential danger presented by the offenders remaining at large. Guidelines for high-speed pursuits shall be addressed in the department regulations manual.
Complaints	Complaints against a District police officer shall be in writing on a form provided by the District and shall be signed by the person making the complaint. In accordance with law, the District shall provide to the police officer a copy of the complaint.  Appeals regarding this complaint process shall be filed in accordance with DGBA, FNG, or GF, as appropriate.  [See CKE(LEGAL) and CKEA(LEGAL)]

~~To implement the District's comprehensive safety programs, the District has entered into an agreement with a local law enforcement agency for school resource officers. School resource officers shall provide services consistent with the terms of the agreement, the comprehensive safety programs, and Board policy.~~

~~A school resource officer shall perform duties as described in the agreement and as included in the District improvement plan and the Student Code of Conduct. A school resource officer shall not be assigned routine classroom discipline or administrative tasks.~~

~~All school resource officers shall receive at least the minimum amount of education and training required by law.~~

With this policy, the Board adopts the model health and safety guidelines for the effective integration of digital devices in schools that have been developed by the Texas Education Agency and the Health and Human Services Commission.

The Superintendent shall develop regulations that implement these guidelines.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

**Leave  
Administration**

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

**Definitions**

The term “immediate family” is defined as:

Immediate Family

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* to the employee.
4. Sibling, stepsibling, and sibling-in-law.
5. Grandparent and grandchild.

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

Family Emergency

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

Leave Day

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

School Year

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

Catastrophic Illness  
or Injury

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

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

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**Availability**

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

**State Leave Proration**

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

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

**Medical Certification**

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

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

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

**State Personal Leave**

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

**Nondiscretionary Use**

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

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

**Discretionary Use**

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

*Request for Leave*

In deciding whether to approve or deny a request for discretionary use of state personal leave, the supervisor shall not seek or consider the reasons for which an employee requests to use leave. The supervisor shall, however, consider the duration of the requested absence in conjunction with the effect of the employee's absence on the educational program and District operations, as well as the availability of substitutes.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

**Local Leave**

Each employee shall earn ~~five~~four paid local leave days per school year in accordance with administrative regulations.

Local leave shall accumulate to a maximum of 30 leave days.

Local leave shall be used according to the terms and conditions of state personal leave. [See State Personal Leave, above]

**Bereavement Leave**

An employee shall be granted three days of bereavement leave upon the death of a member of the employee's immediate family. Such leave shall be taken with no loss of pay or other paid leave.

**Sick Leave Pool**

An employee who has exhausted all paid leave as well as any applicable compensatory time and who suffers from a catastrophic illness or injury may request the establishment of a sick leave pool, to which District employees may donate local leave for use by the eligible employee.

The pool shall cease to exist when the employee no longer needs leave for the purpose requested, uses the maximum number of days allowed under a pool, or exhausts all leave days donated to the sick leave pool.

The Superintendent shall develop regulations for the implementation of the sick leave pool that address the following:

1. Procedures to request the establishment of a sick leave pool;
2. The maximum number of days an employee may donate to a sick leave pool;
3. The maximum number of days per school year an eligible employee may receive from a sick leave pool; and
4. The return of unused days to donors.

Appeal

An employee may appeal a decision regarding the establishment or implementation of the District's sick leave pool in accordance with DGBA(LOCAL), beginning with the Superintendent or appropriate administrator.

**Mental Health Leave**

A District peace officer who experiences a traumatic event in the scope of employment shall be granted a maximum of one day of mental health leave per traumatic event. Such leave shall be provided in accordance with administrative regulations and shall not be deducted from the employee's pay or leave balance.

The Superintendent shall develop regulations regarding mental health leave that address the following:

1. Circumstances or reasons under which an eligible employee may use mental health leave;

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

2. Procedures for requesting mental health leave and maintaining the anonymity of the requester;
3. The administrator authorized to approve requests for mental health leave; and
4. Other procedures deemed necessary for administering this provision.

**Quarantine Leave**

A District peace officer shall be granted quarantine leave when ordered by the local health authority or the peace officer's supervisor to quarantine or isolate due to possible or known exposure to a communicable disease while on duty. Such leave shall be provided in accordance with administrative regulations and shall not be deducted from the employee's pay or leave balance.

The Superintendent shall develop regulations regarding quarantine leave that address the following:

1. Continuation of all employment benefits and compensation for the duration of the leave;
2. Reimbursement for reasonable costs related to the quarantine; and
3. Other procedures deemed necessary for administering this provision.

**Line of Duty Illness or Injury Leave of Absence**

Following a leave of absence with full pay as required by law, the District shall not extend the leave of absence for a police officer's line of duty illness or injury. In accordance with law, the police officer may use accumulated leave.

**Family and Medical Leave**

FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable.

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

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Twelve-Month Period

For purposes of an employee's entitlement to FMLA leave, the 12-month period shall begin on the first duty day of the school year.

Combined Leave for Spouses

When both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks.

Intermittent or Reduced Schedule Leave

The District shall not permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

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Certification of Leave	When an employee requests leave, the employee shall provide certification, in accordance with FMLA regulations, of the need for leave.
Fitness-for-Duty Certification	In accordance with administrative regulations, when an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification.
Leave at the End of Semester	When a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester.
<b>Temporary Disability Leave</b>	<p>Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]</p> <p>An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent as a request for temporary disability leave.</p> <p>The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.</p>
<b>Workers' Compensation</b>	<hr/> <p><b>Note:</b> Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance.</p> <hr/>
No Paid Leave Offset	An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.
<b>Court Appearances</b>	The District shall not permit the option for paid leave offset in conjunction with workers' compensation income benefits. [See CRE]
	Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

**Complaints**

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint  
Processes

Employee complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA after the relevant complaint process:

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability), shall be submitted in accordance with [the DIA series](#).
2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violation of Title VII, shall be submitted in accordance with [the DIA series](#).
3. Complaints concerning retaliation relating to discrimination and harassment shall be submitted in accordance with [the DIA series](#).
4. Complaints concerning instructional resources shall be submitted in accordance with the EF series.
5. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with [the CKE series](#).
6. Complaints concerning the proposed nonrenewal of a term contract issued under Chapter 21 of the Education Code shall be submitted in accordance with DFBB.
7. Complaints concerning the proposed termination or suspension without pay of an employee on a probationary, term, or continuing contract issued under Chapter 21 of the Education Code during the contract term shall be submitted in accordance with DFAA, DFBA, or DFCA.

**Notice to Employees**

The District shall inform employees of this policy through appropriate District publications.

**Guiding Principles**

Informal Process

The Board encourages employees to discuss their concerns with their supervisor, principal, or other appropriate administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA  
(LOCAL)

Direct Communication with Board Members	Employees shall not be prohibited from communicating with a member of the Board regarding District operations except when communication between an employee and a Board member would be inappropriate because of a pending hearing or appeal related to the employee.
Formal Process	<p>An employee may initiate the formal process described below by timely filing a written complaint form.</p> <p>Even after initiating the formal complaint process, employees are encouraged to seek informal resolution of their concerns. An employee whose concerns are resolved may withdraw a formal complaint at any time.</p> <p>The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.</p>
<b>Freedom from Retaliation</b>	Neither the Board nor any District employee shall unlawfully retaliate against an employee for bringing a concern or complaint.
<b>Whistleblower Complaints</b>	<p>Whistleblower complaints shall be filed within the time specified by law and may be made to the Superintendent or designee beginning at Level Two. Timelines for the employee and the District set out in this policy may be shortened to allow the Board to make a final decision within 60 calendar days of the initiation of the complaint.</p> <p>[See DG]</p>
<b>Complaints Against Supervisors</b>	Complaints alleging a violation of law by a supervisor may be made to the Superintendent or designee. Complaint forms alleging a violation of law by the Superintendent may be submitted directly to the Board or designee.
<b>General Provisions</b> Filing	Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.
Scheduling Conferences	The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If the employee fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the employee’s absence.

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA  
(LOCAL)

Response	<p>At Levels One and Two, “response” shall mean a written communication to the employee from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the employee’s email address of record, or sent by U.S. Mail to the employee’s mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.</p>
Days	<p>“Days” shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is “day zero.” The following business day is “day one.”</p>
Representative	<p>“Representative” shall mean any person who or an organization that does not claim the right to strike and is designated by the employee to represent him or her in the complaint process.</p> <p>The employee may designate a representative through written notice to the District at any level of this process. The representative may participate in person or by telephone conference call. If the employee designates a representative with fewer than three days’ notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District’s counsel. The District may be represented by counsel at any level of the process.</p>
Consolidating Complaints	<p>Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.</p> <p>When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the District may consolidate the complaints.</p>
Untimely Filings	<p>All time limits shall be strictly followed unless modified by mutual written consent.</p> <p>If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the employee, at any point during the complaint process. The employee may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.</p>
Costs Incurred	<p>Each party shall pay its own costs incurred in the course of the complaint.</p>

Complaint and  
Appeal Forms

Complaints and appeals under this policy shall be submitted in writing on a form provided by the District.

Copies of any documents that support the complaint should be attached to the complaint form. If the employee does not have copies of these documents, they may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the employee unless the employee did not know the documents existed before the Level One conference.

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refile is within the designated time for filing.

Audio Recording

As provided by law, an employee shall be permitted to make an audio recording of a conference or hearing under this policy at which the substance of the employee's complaint is discussed. The employee shall notify all attendees present that an audio recording is taking place.

**Level One**

Complaint forms must be filed:

1. Within 15 days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

In most circumstances, employees on a school campus shall file Level One complaints with the campus principal; other District employees shall file Level One complaints with their immediate supervisor.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall investigate as necessary and schedule a conference with the employee within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the employee a written response within ten days following the conference. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

## Level Two

If the employee did not receive the relief requested at Level One or if the time for a response has expired, the employee may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The employee may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the employee at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Superintendent or designee shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the employee may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.

The Superintendent or designee shall provide the employee a written response within ten days following the conference. In reaching a decision, the Superintendent or designee may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

**Level Three**

If the employee did not receive the relief requested at Level Two or if the time for a response has expired, the employee may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

The Superintendent or designee shall inform the employee of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal. The employee may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the employee notice of the nature of the evidence at least three days before the hearing.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the employee and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the employee or the employee's representative, any presentation from the administration, and questions from the Board

with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

**General Education**

Consistent with ~~TEA's~~the Texas Education Agency (TEA) *Student Attendance Accounting Handbook (SAAH)*, a student may be eligible for general education homebound services if the student is to be confined for a minimum of four weeks to a hospital or homebound setting for medical or psychological reasons specifically documented by a physician licensed to practice in the United States. The weeks of confinement need not be consecutive. The parent's request for services shall be submitted to the principal in accordance with TEA's *SAAH* and administrative procedures.

The principal or designee shall convene a placement committee composed of at least a campus administrator, a teacher of the student, and the parent or guardian of the student to consider the necessity of providing general education homebound instruction to the student. If the committee determines that such instruction is appropriate, the committee shall determine the type and amount of instruction to be provided and, if applicable, the length of the transition period to the school-based setting based on current ~~medical~~ information regarding the medical or psychological condition.

**Special Education**

Consistent with state rule and the *SAAH*, a student receiving special education services may be eligible for special education homebound services if the student is to be confined for a minimum of four weeks to a hospital or homebound setting for medical or psychological reasons specifically documented by a physician licensed to practice in the United States. ~~If a student is chronically ill, the student's admission, review, and dismissal (ARD) committee shall determine whether the~~The weeks of confinement need ~~to not~~ be consecutive.

~~If the ARD~~If a student's admission, review, and dismissal committee determines that homebound instruction is appropriate, the committee shall determine the type and amount of instruction to be provided in accordance with law, and, if applicable, the length of the transition period to the school-based setting based on current ~~medical~~ information regarding the medical or psychological condition.

**Documentation of Services**

The District shall maintain full documentation about students receiving homebound services, in accordance with administrative procedures, the *SAAH*, and a student's individualized education program ~~(IEP)~~, as applicable.

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**Note:** — For information related to the selection process and accounting of instructional materials, as this term is defined by state law and rule, see CMD and EFA.

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The District shall provide a wide range of instructional resources for students and faculty that present varying levels of difficulty, diversity of appeal, and a variety of points of view. Although the Superintendent shall ensure that professional staff select instructional resources in accordance with District policy and administrative regulations, the ultimate authority for determining and approving the curriculum and instructional program of the District lies with the Board.

### Objectives

In this policy, “instructional resources” includes both instructional materials and library materials.

Instructional materials may include textbooks, supplementary resources for classroom use, and any other instructional resources, including electronic resources, used for formal or informal teaching and learning purposes. The primary objectives of instructional materials are to implement, enrich, and support the District’s educational program.

Library materials may include printed and electronic library acquisitions and other ancillary or supplementary materials maintained in a campus library. In accordance with state and local guidelines, library collections should enrich and support the state and local curriculum. Collections should also provide materials of high interest to encourage student reading and learning for pleasure.

Library materials may be used to enhance the instructional program, for formal or informal teaching and learning purposes, and for voluntary inquiry or self-selected reading.

In accordance with state and local standards, school libraries are essential interactive collaborative learning environments, ever evolving to provide equitable physical and virtual access to ideas, information, and learning tools for the entire school community.

School libraries are essential, safe, and inviting centers for teaching and learning that provide equitable access to emerging technologies and physical and virtual collections of high quality, reflecting input from stakeholders.

### Selection

Instructional  
Resources

Administrators, teachers, librarians, other District personnel, parents, and community members, as appropriate, may recommend instructional resources for selection.

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~~The Board shall rely on District professional staff to select and acquire instructional resources that:~~

- ~~1.— Enrich and support the curriculum consistent with the general educational goals of the state and District, the aims and objectives of individual schools and specific courses, and the District and campus improvement plans.~~
- ~~2.— Are appropriate for the subject area and for the age, ability level, learning styles, interests, and social and emotional development of the students for whom they are selected.~~
- ~~3.— Meet high standards for artistic quality, literary style, authenticity, educational significance, factual content, physical format, presentation, readability, and technical quality.~~
- ~~4.— Present various sides of controversial issues so that students have an opportunity to develop, under guidance, skills in critical analysis and in making informed judgments in their daily lives. [See also EMB regarding instruction about controversial issues.]~~
- ~~5.— Promote literacy.~~

~~Selection of resources is an ongoing process that includes the removal of resources no longer appropriate and the periodic replacement or repair of resources that still have educational value.~~

Additional  
Instructional  
Materials

~~In addition to the criteria above, District professional staff may select additional instructional materials in accordance with administrative regulations.~~

Library Materials

~~In addition to the criteria above, librarians and other professional staff shall ensure that library materials:~~

- ~~1.— Develop a balanced collection presenting multiple viewpoints related to controversial issues to foster critical thinking skills and encourage discussion based on rational analysis [see EMB regarding instruction about controversial issues];~~
- ~~2.— Represent many ethnic, religious, and cultural groups and their contributions to the national heritage and world community;~~
- ~~3.— Provide a wide range of background information that will enable students to make intelligent decisions in their daily lives;~~
- ~~4.— Demonstrate literary merit, quality, value, and significance;~~
- ~~5.— Have received favorable professional library reviews from state and nationally recognized review publications;~~

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- ~~6. Have received state or national awards or are included on recommended reading lists developed by library professionals and educators;~~
- ~~7. Cover topics, authors, series, or genres that fill gaps in the school library collection;~~
- ~~8. Include accurate and authentic factual content from authoritative sources;~~
- ~~9. Have a high degree of potential user appeal and interest;~~
- ~~10. Offer a global perspective that promotes equity of access, including print and nonprint materials such as electronic and multimedia, to meet the needs of individual learners;~~
- ~~11. Are requested or recommended by students and teachers;~~
- ~~12. Mirror selections found in neighboring districts or libraries in the region; and~~
- ~~13. Represent diverse viewpoints and cultures appropriate to each campus to ensure the collection embodies the unique background of its student population.~~

**Gifts**

~~Gifts of instructional resources shall be evaluated according to the provisions above and accepted or rejected in accordance with CDC(LOCAL).~~

**Challenged Resources**

~~A parent of a District student, a student who is 18 years of age or older, an individual employee, or any District resident may challenge an instructional resource used in the District's educational program on the basis that the instructional material fails to meet the standards set forth in this policy.~~

**Guiding Principles**

~~The following principles shall guide the Board and staff in responding to challenges of instructional resources:~~

- ~~1. A complainant may raise an objection to an instructional resource used in a school's educational program, despite the fact that the professional staff selecting the resources were qualified to make the selection, followed the proper procedure, and adhered to the objectives and criteria for instructional resources set out in this policy.~~
- ~~2. A parent's ability to exercise control over instruction extends only to his or her own child as set forth in Education Code Chapter 26.~~
- ~~3. Access to a challenged resource shall not be restricted during the reconsideration process, except the District may deny access to a child if requested by the child's parent.~~

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	<p>The major criterion for the final decision on challenged resources is the appropriateness of the resource for its intended educational use. No challenged instructional resource shall be removed solely because of the ideas expressed therein.</p>
<p>Informal Reconsideration</p>	<p>When the District or a campus receives an objection about the appropriateness of an instructional resource, the appropriate administrator shall try to resolve the matter informally. The administrator shall explain the selection process and discuss the intended educational purpose for the instructional resource. If appropriate, the administrator may offer a concerned parent an alternative instructional resource to be used by that parent's child in place of the challenged material.</p> <p>If the complainant wishes to make a formal challenge, the administrator shall provide the complainant a copy of this policy and a form to request a formal reconsideration of the instructional resource.</p>
<p>Formal Reconsideration</p>	<p>A complainant shall make any formal objection to an instructional resource on the form provided by the District and shall submit the completed and signed form to the principal. Upon receipt of the form, the principal shall appoint a reconsideration committee.</p> <p>The reconsideration committee shall include at least one member of the instructional staff who has experience using the challenged resource with students or is familiar with the challenged resource's content. Other members of the committee may include District-level staff, library staff, secondary-level students, parents, and any other appropriate individuals.</p> <p>All members of the committee shall review the challenged instructional resource in its entirety. As soon as reasonably possible, the committee shall meet and determine whether the challenged resource conforms to the principles of selection set out in this policy and whether the challenged material will continue to be used in the educational program. The committee shall prepare a written report of its findings. The Superintendent, other appropriate administrators, and the complainant shall receive copies of the report.</p>
<p><i>Frequency of Review</i></p>	<p>After an instructional resource has been reviewed through formal reconsideration, it shall not be reviewed again until it is evaluated in the periodic local selection or maintenance process, as applicable.</p>
<p>Appeal</p>	<p>The complainant may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the appropriate level. [See DGBA, FNG, and GF]</p>

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**Note:** For information related to the accounting of instructional materials, as this term is defined by state law and rule, see CMD.

For information related to the selection process of library materials, see EFB.

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The District shall provide instructional materials designed to teach the Texas Essential Knowledge and Skills and further the District's educational mission. Although the Superintendent shall ensure that professional staff select instructional materials in accordance with District policy and administrative regulations, the ultimate authority for determining and approving the curriculum and instructional program of the District lies with the Board.

**Objectives**

In this policy, "instructional materials" may include textbooks, supplementary resources for classroom use, and any other instructional resources, including electronic resources, used for formal or informal teaching and learning purposes. The primary objectives of instructional materials are to implement, enrich, and support the District's educational program.

**Selection**

Instructional materials that are textbooks and related supplemental materials, which may include items from the list of resources adopted by the State Board of Education, shall be chosen in accordance with administrative regulations and the objectives above.

The Board shall rely on District professional staff to select and acquire instructional materials that:

1. Enrich and support the curriculum consistent with the general educational goals of the state and District, the aims and objectives of individual schools and specific courses, and the District and campus improvement plans.
2. Are appropriate for the subject area and for the age, ability level, learning styles, interests, and social and emotional development of the students for whom they are selected.
3. Meet high standards for artistic quality, literary style, authenticity, educational significance, factual content, physical format, presentation, readability, and technical quality.
4. Present various sides of controversial issues so that students have an opportunity to develop, under guidance, skills in critical analysis and in making informed judgments in their daily lives. [See also EMB regarding instruction about controversial issues.]
5. Promote literacy.

District professional staff may select additional instructional materials in accordance with administrative regulations and the criteria above.

Administrators, teachers, other District personnel, parents, and community members, as appropriate, may recommend instructional materials for selection. Gifts of instructional materials shall be evaluated according to these criteria and accepted or rejected in accordance with CDC(LOCAL).

Selection of instructional materials is an ongoing process that includes the removal of materials no longer appropriate and the periodic replacement or repair of materials that still have educational value.

**Reconsideration of  
Instructional  
Materials**

A District employee or a parent or guardian of a District student may request reconsideration of instructional material used in the District's educational program on the basis that the instructional material fails to meet the standards set forth in this policy.

Guiding Principles

The following principles shall guide the Board and staff in responding to a request for reconsideration of instructional materials:

1. A complainant may raise an objection to an instructional material used in a school's educational program, despite the fact that the professional staff selecting the materials were qualified to make the selection, followed the proper procedure, and adhered to the objectives for instructional materials set out in this policy.
2. A parent's ability to exercise control over instruction extends only to his or her own child as set forth in Education Code Chapter 26.
3. Access to a challenged material shall not be restricted during the reconsideration process, except the District may deny access to a child if requested by the child's parent.

The major criterion for the final decision on challenged instructional materials is the appropriateness of the material for its intended educational use. No challenged instructional material shall be removed solely because of the ideas expressed therein.

Informal  
Reconsideration

When the District or a campus receives an objection to the appropriateness of an instructional material, the appropriate administrator shall try to resolve the matter informally. The administrator shall explain the selection process and discuss the intended educational purpose for the instructional material. If appropriate, the adminis-

trator may offer a concerned parent an alternative instructional material to be used by that parent's child in place of the challenged material.

If the complainant wishes to make a formal challenge, the administrator shall provide the complainant a copy of this policy and a form to request a formal reconsideration of the instructional material.

Formal Request for  
Reconsideration

A complainant shall make any formal request to reconsider an instructional material on the form provided by the District and shall submit the completed and signed form to the principal. Upon receipt of the form, the principal shall appoint a reconsideration committee.

The reconsideration committee shall include at least one member of the instructional staff who has experience using the challenged material with students or is familiar with the challenged material's content. Other members of the committee may include District-level staff, secondary-level students, parents, and any other appropriate individuals.

All members of the committee shall review the challenged instructional material in its entirety. As soon as reasonably possible, the committee shall meet and determine whether the challenged material conforms to the principles of selection set out in this policy and whether the challenged material will continue to be used in the educational program. The committee shall prepare a written report of its findings. The Superintendent, other appropriate administrators, and the complainant shall receive copies of the report.

*Frequency of  
Review*

After an instructional material has been reviewed through formal reconsideration, it shall not be reviewed again until it is evaluated in the periodic local selection process.

Appeal

The complainant may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the appropriate level. [See DGBA, FNG, and GF]

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**Note:** For information related to the selection of instructional materials, see EFA.

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The purpose of this policy is to ensure that the District provides a wide range of library materials for students and faculty that support student achievement and present varying levels of difficulty, diversity of appeal, and a variety of points of view. This policy also provides standards for collection development and the selection and evaluation of library materials.

**Collection  
Development Policy**

In this policy, “library materials” may include printed and electronic library acquisitions, including online catalogs, and other ancillary or supplementary materials maintained in a campus library.

The library collection development standards shall apply to all library materials available for use or display, including material contained in school libraries, classroom libraries, and online catalogs.

In developing library collections, the District shall consider the age groups, grade levels, and access to library material by all students on a campus.

Responsibility

The District shall ensure librarians, professional library staff, and other designated professional staff trained on the proper collection development standards select and acquire library materials in accordance with state law and rules, this collection development policy, and administrative procedures.

The Superintendent shall develop administrative procedures to ensure that library collections comply with applicable law and the District’s collection development purpose and goals.

Collection  
Development Goals

In addition to the requirements in state law and rules, the District’s library collections shall:

1. Present multiple viewpoints related to controversial issues [see EMB regarding instruction about controversial issues].
2. Provide a wide range of background information that will enable students to make intelligent decisions in their daily lives.
3. Include accurate and authentic factual content from authoritative sources.
4. Have a high degree of potential user appeal and interest.
5. Offer a global perspective that promotes equity of access, including print and nonprint materials such as electronic and multimedia, to meet the needs of individual learners.

6. Represent diverse viewpoints and cultures appropriate to each campus to ensure the collection embodies the unique background of its student population.

Selection and  
Evaluation of  
Materials

Library materials shall be selected and acquired in accordance with guidelines adopted by the Texas State Library and Archives Commission and the District standards and priorities expressed in this policy.

When selecting, acquiring, and evaluating library materials, librarians and other professional staff shall ensure that the materials:

1. Enrich and support the TEKS and the state and local curriculum, taking into consideration students' varied interests, maturity levels, abilities, and learning styles.
2. Foster growth in factual knowledge, literary appreciation, aesthetic values, and societal standards.
3. Encourage the enjoyment of reading, foster high-level thinking skills, support personal learning, and encourage discussion based on rational analysis.
4. Represent ethnic, religious, and cultural groups of the state and their contributions to the state, the nation, and the world.

The Superintendent shall ensure that administrative procedures regarding the selection of library materials consider at least two of the following factors:

1. Recommendations from students, parents or guardians, teachers, and District community members.
2. Consultation with District teachers and library staff.
3. Consultation with library staff from other districts.
4. Extensive review of the library material.
5. Context of the library material, including overall fit within the existing collection and support of District curriculum.
6. Reviews of the library material from sources such as professional journals in library science, recognized professional education or content journals with book reviews, national and state award recognition lists, library science field experts, and highly acclaimed author and literacy expert recommendations.
7. Coverage of topics, authors, series, or genres that fill gaps in the school library collection.

Access Plan

The District shall allow efficient parental access to the District's library and any available online catalogs.

Online catalogs shall be publicly available. The District shall publish information about library material titles, including how and where material can be accessed.

Each campus shall communicate the following to parents and guardians:

- Access to policies relating to school libraries and library materials;
- Consistent access to library materials and resources; and
- Opportunities for students, parents and guardians, educators, and community members to provide feedback on library materials and services.

Parental  
Involvement

Parents and guardians are the primary decision makers regarding their student's access to library material. In general, a student is afforded the opportunity to self-select library materials as part of literacy development and the library program. District staff may assist a student in selecting library material; however, the ultimate determination of appropriateness remains with the student and parent or guardian. Parents and guardians are encouraged to communicate with the campus librarian and their child's teacher about special considerations regarding library materials self-selected by their student.

In accordance with state law and administrative procedures, parents or guardians may select alternative library materials for their student. [For information on parental rights regarding instructional materials and other instructional resources, see EFA(LEGAL).]

The District shall focus on maximizing transparency with parents while meeting student needs and providing enrichment opportunities with library materials. Parental involvement in library acquisition, maintenance, and campus activities is encouraged.

*Access  
Procedures*

School Library

A parent or guardian who wishes to access a school's library shall first submit a request to the principal. The principal or a staff member designated by the principal shall work with the parent or guardian to determine a time to access the library that will not interfere with the delivery of instruction or disrupt student use of library services.

Online Catalog

A parent or guardian who wishes to access an online catalog shall submit a written request to the principal. The principal or a staff member designated by the principal shall respond to the request in accordance with administrative procedures.

INSTRUCTIONAL RESOURCES  
LIBRARY MATERIALS

EFB  
(LOCAL)

Protection from  
Inappropriate  
Material

Library materials shall not include “harmful material” as defined by Penal Code 43.24(a)(2); “obscene” material as defined by Penal Code 43.21(a)(1); any library material that is pervasively vulgar or educationally unsuitable as referenced in *Board of Education v. Pico*; or any other material legally prohibited from inclusion in a public school library. [See EFB(LEGAL)]

Obscene material is not protected by the First Amendment to the United States Constitution.

Library materials shall comply with the Children's Internet Protection Act (CIPA), including technology protection measures. [See CQ]

Reconsideration of  
Library Material

A District employee or a parent or guardian of a District student may request the reconsideration of a library material maintained in the District's library program.

*Guiding  
Principles*

The following principles shall guide the review of a request to reconsider a library material:

1. An individual may raise an objection to a library material used in the District's library program, despite the fact that the professional staff selecting the materials were qualified to make the selection, followed the proper procedure, and adhered to the objectives and criteria for library materials set out in this policy.
2. A parent's or guardian's ability to exercise control over instruction and instructional resources, including library materials, extends only to his or her own child as set forth in Education Code Chapter 26.
3. Access to a challenged material shall not be restricted during the reconsideration process, except the District may deny access to a student if requested by the student's parent or guardian.

In addition to compliance with state law and this policy, a criterion for the final decision on challenged library materials is the appropriateness of the material for its intended use. No challenged library material shall be removed solely because of the ideas expressed in the library material or the personal background of the library material's author or the personal background of the characters in the material.

*Informal  
Reconsideration*

When the District or a campus receives an objection to the appropriateness of a library material, the appropriate librarian or adminis-

trator shall try to resolve the matter informally. The librarian or administrator shall explain the selection process and discuss the intended purpose for the library material.

The librarian or administrator shall offer a concerned parent or guardian an alternative library material to be used by the child in place of the material and, if requested, shall restrict the child's access to the material objected to by the parent or guardian.

If the individual wishes to make a formal challenge, the administrator shall make available to the individual a copy of this policy and a form to request a formal reconsideration of the library material.

*Formal Request  
for  
Reconsideration*

The District shall make a form to request reconsideration of library material available in the District's administrative office.

If an employee or a parent or guardian of a District student wishes to request reconsideration of a library material, they shall follow the procedures to complete and submit the request for reconsideration form.

After a request for reconsideration form is submitted, the form shall be provided to the Superintendent. Copies of the form shall be provided to the school librarian, the Board, and any other staff designated in administrative procedures.

*Reconsideration  
Committee*

For purposes of this policy, "days" shall mean District business days, unless otherwise noted.

The principal shall appoint a reconsideration committee and notify committee members within 10 days of receiving the request for reconsideration form.

The reconsideration committee shall include the librarian and at least one member of the instructional staff who is familiar with the material's content. Other members of the committee may include District-level staff, secondary-level students, parents or guardians, and any other appropriate individuals.

Within 10 days of appointment of the committee the District shall provide members of the committee the relevant materials to review. If additional time is required to obtain and distribute the materials for review, all members of the committee shall be informed that a reasonable extension of time is needed.

All members of the committee shall review the challenged library material in its entirety and determine whether the material conforms to this policy and whether the material will continue to be available in the library. The committee shall prepare a written report of its findings.

Absent extenuating circumstances, the written report shall be provided to the administration within 60 days of the District providing the material to the committee members. In calculating timelines under this policy, the day the committee is provided the materials is "day zero." The following business day is "day one."

Extensions of time due to extenuating circumstances shall take into consideration the time necessary to convene the committee members, the amount of material being reviewed, and any other pending reconsideration requests being handled by the committee.

An extension of any deadline shall be promptly communicated to the individual who submitted the request for reconsideration.

The Superintendent, the school librarian, the individual submitting the request for reconsideration, and any other appropriate administrators shall receive a copy of the committee's report.

*Appeal*

An individual who submitted a request for reconsideration may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the level immediately preceding Board consideration of a complaint. [See DGBA and FNG]

*Frequency of Review*

After a library material has been reviewed through the reconsideration process, it shall not be reviewed again within two calendar years of the reconsideration committee's final decision.

Maintenance of Library Materials

In accordance with state guidelines and District administrative procedures, collections shall be evaluated and updated regularly based on the collections' age, relevance, diversity, and variety. The Superintendent shall ensure administrative procedures are established for regular maintenance of the library collection on each campus. Standard maintenance procedures for any library collection include repair, replacement, and removal of materials as necessary. Regular maintenance shall also include scheduled inventories of the collection. Disposal of any District-owned library materials shall be in accordance with District policy and procedures. [See C]

**Gifts and Donations**

The District shall accept gifts and donations of library materials with the understanding that the use and disposition of the materials and monies will be in accordance with District policy and the selection criteria noted above. [See CDC]

**Policy Review**

This policy shall be reviewed at least every three years and revised as necessary.

## Complaints

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

### Other Complaint Processes

Student or parent complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with FNG after the relevant complaint process:

1. Complaints alleging discrimination or harassment based on race, color, religion, sex, gender, national origin, age, or disability shall be submitted in accordance with [the FFH series](#).
2. Complaints concerning dating violence shall be submitted in accordance with [the FFH series](#).
3. Complaints concerning retaliation related to discrimination and harassment shall be submitted in accordance with [the FFH series](#).
4. Complaints concerning bullying or retaliation related to bullying shall be submitted in accordance with FFI.
5. Complaints concerning failure to award credit or a final grade on the basis of attendance shall be submitted in accordance with FEC.
6. Complaints concerning expulsion shall be submitted in accordance with FOD and the Student Code of Conduct.
7. Complaints concerning any final decisions of the gifted and talented selection committee regarding selection for or exit from the gifted program shall be submitted in accordance with EHBB.
8. Complaints within the scope of Section 504, including complaints concerning identification, evaluation, or educational placement of a student with a disability, shall be submitted in accordance with FB and the procedural safeguards handbook.
9. Complaints within the scope of the Individuals with Disabilities Education Act, including complaints concerning identification, evaluation, educational placement, or discipline of a student with a disability, shall be submitted in accordance with EHBAE, FOF, and the procedural safeguards handbook provided to parents of all students referred to special education.
10. Complaints concerning instructional resources shall be submitted in accordance with the EF series.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

11. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with [the CKE series](#).
12. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.
13. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.
14. Complaints concerning disputes regarding a student's eligibility for free or reduced-priced meal programs shall be submitted in accordance with COB.

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

**Notice to Students and Parents**

The District shall inform students and parents of this policy through appropriate District publications.

**Guiding Principles**

Informal Process

The Board encourages students and parents to discuss their concerns with the appropriate teacher, principal, or other campus administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

Formal Process

A student or parent may initiate the formal process described below by timely filing a written complaint form.

Even after initiating the formal complaint process, students and parents are encouraged to seek informal resolution of their concerns. A student or parent whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.

**Freedom from Retaliation**

Neither the Board nor any District employee shall unlawfully retaliate against any student or parent for bringing a concern or complaint.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

**General Provisions**

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling  
Conferences

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If a student or parent fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the student's or parent's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the student or parent from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the student's or parent's email address of record, or sent by U.S. Mail to the student's or parent's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."

Representative

"Representative" shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint.

The student or parent may designate a representative through written notice to the District at any level of this process. If the student or parent designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.

Consolidating  
Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. A student or parent shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

**Untimely Filings** All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the student or parent, at any point during the complaint process. The student or parent may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

**Costs Incurred** Each party shall pay its own costs incurred in the course of the complaint.

**Complaint and Appeal Forms** Complaints and appeals under this policy shall be submitted in writing on a form provided by the District.

Copies of any documents that support the complaint should be attached to the complaint form. If the student or parent does not have copies of these documents, copies may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the student or parent unless the student or parent did not know the documents existed before the Level One conference.

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refile is within the designated time for filing.

**Level One**

Complaint forms must be filed:

1. Within 15 days of the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

In most circumstances, students and parents shall file Level One complaints with the campus principal.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall investigate as necessary and schedule a conference with the student or parent within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the student or parent a written response within ten days following the conference. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

### Level Two

If the student or parent did not receive the relief requested at Level One or if the time for a response has expired, the student or parent may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The student or parent may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the student or parent at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Superintendent or designee shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the student or parent may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.

The Superintendent or designee shall provide the student or parent a written response within ten days following the conference. In reaching a decision, the Superintendent or designee may consider

the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

### **Level Three**

If the student or parent did not receive the relief requested at Level Two or if the time for a response has expired, the student or parent may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

The Superintendent or designee shall inform the student or parent of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal. The student or parent may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the student or parent notice of the nature of the evidence at least three days before the hearing.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student or parent and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board

shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the student or parent or the student's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.

**Complaints**

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

Other Complaint Processes

Complaints by members of the public shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with GF after the relevant complaint process:

1. Complaints concerning instructional resources shall be filed in accordance with the EF series.
2. Complaints concerning a commissioned peace officer who is an employee of the District shall be filed in accordance with [the CKE series](#).

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

**Guiding Principles**

Informal Process

The Board encourages the public to discuss concerns with an appropriate administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

Formal Process

An individual may initiate the formal process described below by timely filing a written complaint form.

Even after initiating the formal complaint process, individuals are encouraged to seek informal resolution of their concerns. An individual whose concerns are resolved may withdraw a formal complaint at any time.

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

**Freedom from Retaliation**

Neither the Board nor any District employee shall unlawfully retaliate against any individual for bringing a concern or complaint.

**General Provisions**

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, including email and fax, or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on

the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three days after the deadline.

Scheduling  
Conferences

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If the individual fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the individual's absence.

Response

At Levels One and Two, "response" shall mean a written communication to the individual from the appropriate administrator. Responses may be hand-delivered, sent by electronic communication to the individual's email address of record, or sent by U.S. Mail to the individual's mailing address of record. Mailed responses shall be timely if they are postmarked by U.S. Mail on or before the deadline.

Days

"Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."

Representative

"Representative" shall mean any person who or organization that is designated by an individual to represent the individual in the complaint process.

The individual may designate a representative through written notice to the District at any level of this process. If the individual designates a representative with fewer than three days' notice to the District before a scheduled conference or hearing, the District may reschedule the conference or hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.

Consolidating  
Complaints

Complaints arising out of an event or a series of related events shall be addressed in one complaint. An individual shall not file separate or serial complaints arising from any event or series of events that have been or could have been addressed in a previous complaint.

Untimely Filings

All time limits shall be strictly followed unless modified by mutual written consent.

If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the individual, at any point during the complaint process. The individual may appeal the dismissal by seeking review in writing within ten days from the date

of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness.

Costs Incurred

Each party shall pay its own costs incurred in the course of the complaint.

Complaint and Appeal Forms

Complaints and appeals under this policy shall be submitted in writing on a form provided by the District.

Copies of any documents that support the complaint should be attached to the complaint form. If the individual does not have copies of these documents, they may be presented at the Level One conference. After the Level One conference, no new documents may be submitted by the individual unless the individual did not know the documents existed before the Level One conference.

A complaint or appeal form that is incomplete in any material aspect may be dismissed but may be refiled with all the required information if the refiling is within the designated time for filing.

**Level One**

Complaint forms must be filed:

1. Within 15 days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and
2. With the lowest level administrator who has the authority to remedy the alleged problem.

If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

The appropriate administrator shall investigate as necessary and schedule a conference with the individual within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.

Absent extenuating circumstances, the administrator shall provide the individual a written response within ten days following the conference. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator believes will help resolve the complaint.

### **Level Two**

If the individual did not receive the relief requested at Level One or if the time for a response has expired, he or she may request a conference with the Superintendent or designee to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level One response or, if no response was received, within ten days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The individual may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the individual at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Superintendent or designee shall schedule a conference within ten days after the appeal notice is filed. The conference shall be limited to the issues and documents considered at Level One. At the conference, the individual may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.

The Superintendent or designee shall provide the individual a written response within ten days following the conference. In reaching a decision, the Superintendent or designee may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

### **Level Three**

If the individual did not receive the relief requested at Level Two or if the time for a response has expired, he or she may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ten days of the date of the written Level Two response or, if no response was received, within ten days of the Level Two response deadline.

The Superintendent or designee shall inform the individual of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal. The individual may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. The written response issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the individual notice of the nature of the evidence at least three days before the hearing.

The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]

The presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the individual and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the individual or his or her representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two.



# Sanger Independent School District

Department: Business Office: August 12, 2024

AGENDA SECTION: Action

SUBJECT: Agreement for the Purchase of Attendance Credit(Option 3 Agreement) and to delegate contractual authority to the Superintendent.

## **Background Information**

Agreement for the Purchase of Attendance Credit(Option 3 Agreement) and to delegate contractual authority to the Superintendent

## **Recommendation**

District administration recommends the Board Approve the Agreement for the Purchase of Attendance Credit(Option 3 Agreement) and to delegate contractual authority to the Superintendent

## **Suggested Motion**

I make the motion to Approve the Purchase of Attendance Credit(Option 3 Agreement) and to delegate contractual authority to the Superintendent

Respectfully submitted,

Dr. Tommy Hunter

Superintendent



# Sanger Independent School District

Department: Business Office: August 12, 2024

AGENDA SECTION: Action

SUBJECT: 2024 - 2025 Teacher Compensation Plan

## **Background Information**

2024 - 2025 Teacher Compensation Plan.

## **Recommendation**

District administration recommends the Board Approve the 2024-2025 Teacher Compensation Plan.

## **Suggested Motion**

I make the motion to Approve the 2024 - 2025 Teacher Compensation Plan.

Respectfully submitted,

Dr. Tommy Hunter

Superintendent

Educate - Inspire - Elevate

Sanger ISD  
2024-2025 Teacher Compensation Plan

This compensation plan is for full time Teachers, Librarians, Counselors and Nurses for the 2024-2025 school year. The minimum contract year will be 187 days. Compensation for listed professionals on 11 and 12 month contracts are calculated using a daily rate formula. The SISD Teacher Compensation Plan is for the 2024-2025 school year only.

Years of Experience	2024-25 Compensation
0	\$48,000
1	\$49,183
2	\$50,393
3	\$51,753
4	\$52,844
5	\$53,844
6	\$54,429
7	\$55,337
8	\$55,756
9	\$57,088
10	\$58,537
11	\$60,219
12	\$61,169
13	\$62,333
14	\$62,464
15	\$62,596
16	\$62,863
17	\$63,528
18	\$63,927
19	\$64,460
20	\$65,125
21	\$66,189
22	\$67,254
23	\$68,317
24	\$69,381
25	\$70,446
26	\$71,627
27	\$72,707
28	\$72,973
29	\$75,084
30	\$76,282
31	\$77,363
32	\$77,763
33	\$78,693
34	\$79,625



# Sanger Independent School District

Department: Business Office: August 12, 2024

AGENDA SECTION: Action

SUBJECT: 2024 - 2025 School Year Extra Duty Stipends

## **Background Information**

2024 - 2025 School Year Extra Duty Stipends.

## **Recommendation**

District administration recommends the Board Approve the 2024-2025 School Year Extra Duty Stipends.

## **Suggested Motion**

I make the motion to Approve the 2024 - 2025 School Year Extra Duty Stipends.

Respectfully submitted,

Dr. Tommy Hunter

Superintendent

Educate - Inspire - Elevate

Summary 2024-2025 Compensation Stipends

	<u>Description</u>	<u>Count</u>	<u>Amount</u>	<u>Total Cost</u>
Dist	Prof Masters Degree	54	\$1,000	\$54,000
Dist	Prof 7+ District Years	66	\$500	\$33,000
SHS	Dept Head	7	\$500	\$3,500
SMS	Dept Head	7	\$500	\$3,500
CCI	Dept Head	7	\$500	\$3,500
CTE	Dept Head	6	\$500	\$3,000
BES	Dept Head	7	\$500	\$3,500
SGC	Dept Head	5	\$500	\$2,500
Nurse	Dept Head	1	\$500	\$500
SHS	Macshack	1	\$1,613	\$1,613
SHS	Weekend Test	1	\$1,500	\$1,500
SHS	Weekend Test	2	\$1,000	\$2,000
SHS	AP Course Instruction	8	\$1,000	\$8,000
SHS	Major Ag Shows	3	\$5,000	\$15,000
SHS	STUCCO	1	\$500	\$500
SHS	Old # 6	1	\$6,000	\$6,000
SHS	FCCLA	1	\$3,000	\$3,000
Dist	ESL Coordinator	1	\$3,000	\$3,000
Dist	Community Liason	1	\$3,000	\$3,000
Dist	PreK Bilingual Teacher	2	\$10,000	\$20,000
Dist	Gifted/Talented Coord	1	\$2,000	\$2,000
SHS	Special Olympics Coord	1	\$1,000	\$1,000
BES	Special Olympics Coord	1	\$1,000	\$1,000
SHS	Varsity Cheer Sponsor	1	\$6,000	\$6,000
SHS	JV Cheer Sponsor	1	\$3,000	\$3,000
SMS	7th & 8th Cheer Sponsor	2	\$1,000	\$2,000
SHS	Yearbook Sponsor	1	\$1,500	\$1,500
SMS	Yearbook Sponsor	1	\$1,000	\$1,000
Dist	Yearbook Sponsor	4	\$500	\$2,000
SHS	National Jr Honor Society	1	\$500	\$500
SMS	National Jr Honor Society	1	\$1,000	\$1,000
SHS	Dist Band Director	1	\$15,000	\$15,000

Summary 2024-2025 Compensation Stipends

SHS	1st Assistant Band Director	1	\$13,000	\$13,000
SMS	2nd Assistant Band Director	1	\$9,000	\$9,000
SGC	Assistant Band Director	1	\$9,000	\$9,000
Dist	Director of Choirs	1	\$8,000	\$8,000
SHS	OAP UIL/Drama Sponsor	1	\$5,000	\$5,000
SMS	OAP UIL Sponsor	1	\$4,000	\$4,000
SMS	OAP UIL Asst	1	\$500	\$500
SHS	Academic UIL Coord	1	\$2,000	\$2,000
SMS	Academic UIL Coord	1	\$1,000	\$1,000
CCI/CTE	Academic UIL Coord	3	\$1,000	\$3,000
BES	Academic UIL Coord	1	\$1,000	\$1,000
SGC	Academic UIL Coord	2	\$500	\$1,000
Dist	Campus Tech Rep	7	\$500	\$3,500
Dist	Mail Delivery	7	\$500	\$3,500
Dist	Scoreboard	1	\$10,000	\$10,000
Dist	Textbook Coord	1	\$2,000	\$2,000
Dist	IPM Coordinator	1	\$1,500	\$1,500
Dist	CDL Trainier	1	\$1,000	\$1,000
Dist	Administrator Travel	9	\$500	\$4,500
Dist	Administrator Travel	5	\$600	\$3,000
Dist	Administrator Travel	1	\$2,000	\$2,000
Dist	Administrator Travel	3	\$1,000	\$3,000
Dist	TASBO Cert	2	\$1,000	\$2,000
Dist	Grandfathered LS Boot camp	3	\$2,000	\$6,000
Dist	Life Skills	1	\$2,000	\$2,000
Dist	Police Dept	7	\$1,000	\$7,000
Dist	District Webmaster	7	\$1,000	\$7,000
SHS	Sec Tech	5	\$2,500	\$12,500
DIST	Elem Tech	5	\$2,500	\$12,500
Dist	Curriculum Development	1	\$10,000	\$10,000
Dist	CDL Trainier	1	\$1,000	\$1,000

Summary 2024-2025 Compensation Stipends

HS	Autotech Manager	1	\$2,000	\$2,000
Dist	Cell Phone	6	\$600	\$3,600
SHS	HS Football Assistant	11	\$4,000	\$44,000
SHS	HS FB Defensive Coor	1	\$7,000	\$7,000
SHS	HS FB Offensive Coor	1	\$7,000	\$7,000
SHS	HS FB/Academic Coor	1	\$7,000	\$7,000
SHS	HS FB/Special Teams Coor	1	\$6,000	\$6,000
SHS	HS Football Equip Mgr	2	\$500	\$1,000
SHS	HS Basketball Boys Head	1	\$7,000	\$7,000
SHS	HS Basketball Girls Head	1	\$7,000	\$7,000
SHS	HS Basketball Girls Assist	1	\$4,500	\$4,500
SHS	HS Basketball Boys Assist	1	\$4,500	\$4,500
SHS	HS Basketball Girls Assist	1	\$2,000	\$2,000
SHS	HS Basketball Boys Assist	1	\$3,000	\$3,000
SHS	HS Baseball Head	1	\$6,500	\$6,500
SHS	HS Baseball Assistant	2	\$3,000	\$6,000
SHS	HS Golf Head	1	\$5,000	\$5,000
SHS	HS Powerlifting Head	1	\$4,000	\$4,000
SHS	HS Golf Asst	1	\$1,500	\$1,500
SHS	HS Powerlifting Asst	3	\$2,500	\$7,500
SHS	HS Softball Head	1	\$6,500	\$6,500
SHS	HS Softball Assistant	2	\$3,000	\$6,000
SHS	HS Tennis Head	1	\$5,000	\$5,000
SHS	HS Tennis Asst	1	\$1,500	\$1,500
SHS	HS Track Boys Head	1	\$4,500	\$4,500
SHS	HS Track Girls Head	1	\$4,500	\$4,500
SHS	HS Track Assistant	8	\$2,500	\$20,000
SHS	HS Volleyball Head	1	\$6,500	\$6,500
SHS	HS Volleyball Assistant	3	\$3,000	\$9,000
SHS	HS XC Head	2	\$4,500	\$9,000
SHS	Athletic Trainer	3	\$10,000	\$30,000

## Summary 2024-2025 Compensation Stipends

SHS	HS Soccer	2	\$6,000	\$12,000
SHS	HS Soccer Asst	1	\$2,000	\$2,000
SMS	MS Boys Academic Coor	1	\$1,500	\$1,500
SMS	MS Girls Athletic Coor	1	\$1,500	\$1,500
SMS	MS Basketball	4	\$2,000	\$8,000
SMS	MS XC Boys Head	1	\$2,000	\$2,000
SMS	MS XC Girls Head	1	\$2,000	\$2,000
SMS	MS Football Assistant	3	\$2,500	\$7,500
SMS	MS Track	6	\$2,000	\$12,000
SHS	MS Track Assistant	1	\$1,000	\$1,000
SMS	MS Volleyball	3	\$2,000	\$6,000
SHS	Strength/Condition	2	\$1,500	\$3,000
SHS	Video Coord Asst	3	\$500	\$1,500
SHS	Video Coord Head	2	<u>\$1,000</u>	<u>\$2,000</u>
	Total			\$657,713



# Sanger Independent School District

Department: Child Nutrition: August 12, 2024

AGENDA SECTION: Action

SUBJECT: Child Nutrition Student and Adult Meal Prices 2024-2025

## **Background Information**

Child Nutrition Student and Adult Meal Prices for 2024-2025 School Year.

## **Recommendation**

District administration recommends the Board Approve the Student and Adult Meal Prices for the 2024-2025 School Year.

## **Suggested Motion**

I make the motion to Approve the Student and Adult Meal prices for the 2024-2025 School Year.

Respectfully submitted,

Dr. Tommy Hunter

Superintendent

Educate - Inspire - Elevate

## Nutrition Updates 2024 - 2025 School Year

### Student Meal Prices

The Child Nutrition department ended the 2023 - 2024 school year with a positive fund balance. Texas Department of Agriculture passed legislation which will allow reduced income students to receive meals at zero cost for the 2024 - 2025 school year. This means that we will only collect money from the full pay students at the POS.

**Breakfast and Adult Prices will remain the same as last year.**

Student Meal Price 2024- 2025

	Free	Reduced	Full Pay
Primary School	\$0	\$0	\$3.25
Secondary Schools	\$0	\$0	\$3.45