

IRVING INDEPENDENT SCHOOL DISTRICT

Working - BOARD OF TRUSTEES
5:00 PM

Irving ISD Board Room
2621 West Airport Freeway
Irving, TX 75062
Monday, May 15, 2023

A G E N D A

I. CALL TO ORDER FOR 5:00 P.M. WORK SESSION

II. PUBLIC COMMENTS

A. Public Comment - Individuals wishing to address the Board on agenda items or make comments regarding issues not on the agenda will be heard at this time.

III. Special Recognition

IV. DISCUSSION

A. Discuss Nominations for District Improvement Committee (A. Gomez/J. Estrada) 3

B. Discuss Items on the May 15, 2023 Regular Board Meeting Agenda

V. EXECUTIVE SESSION - The Board may recess the Open Meeting and reconvene in a Closed Meeting pursuant to the following sections of the Texas Government Code and as authorized by Sections 551.071-551.076 and 551.082-551.084 therefore of

A. Section 551.071 - To seek the advice of the Board's attorney about:

1. Pending or Contemplated Litigation, Settlement Offer, or Matter Under Investigation

2. A Matter in Which the Professional Duty of the Attorney to the Board Conflicts with the Applicable Provisions of the Texas Open Meetings Act.

B. Section 551.072 - To deliberate the purchase, exchange, sale, lease or value of real property if such deliberation in open session would have a detrimental effect on the Board's position in negotiations with a third party

C. Section 551.074 - To deliberate the appointment, employment, resignation, evaluation, reassignment, proposed nonrenewals, termination, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee.

D. Safety and Security

- VI. **RECONVENE** from Closed Meeting for Action Relative to Items Covered in Such Meeting.
 - A. Consider Action by the Board Related to Pending or Contemplated Litigation, Settlement Offer, or Matter Under Investigation
 - B. Consider Action Regarding Purchase, Exchange, Sale, Lease or Value of Real Property
- VII. **ADJOURNMENT**

DISCUSS NOMINATIONS FOR DISTRICT IMPROVEMENT COMMITTEE

Submitted by: Joe Estrada, Executive Director of PK-8 Schools

Administration seeks membership nominations for the district improvement committee (DIC) for the 2023-2024 school year.

According to Board Policy DQA (Local), the Board of Trustees Is responsible for appointing 10 parents, 4 community representatives, and 4 business members to the District Improvement Committee. There are 11 vacancies for this upcoming year.

Parent Representatives	Term
LaNesia Young	Returning 1 year 2023-2024
Shauna Vinson	Returning 1 year 2023-2024
Robert Soto	Returning 1 year 2023-2024
<i>Vacant</i>	<i>2 Year- 2023-2024 and 2024-2025</i>
<i>Vacant</i>	<i>2 Year- 2023-2024 and 2024-2025</i>
<i>Vacant</i>	<i>2 Year- 2023-2024 and 2024-2025</i>
<i>Vacant</i>	<i>2 Year- 2023-2024 and 2024-2025</i>
<i>Vacant</i>	<i>2 Year- 2023-2024 and 2024-2025</i>
<i>Vacant</i>	<i>2 Year- 2023-2024 and 2024-2025</i>
<i>Vacant</i>	<i>2 Year- 2023-2024 and 2024-2025</i>

Community Representatives	Term
<i>Vacant</i>	<i>2 Year- 2023-2024 and 2024-2025</i>
<i>Vacant</i>	<i>2 Year- 2023-2024 and 2024-2025</i>
<i>Vacant</i>	<i>2 Year- 2023-2024 and 2024-2025</i>
<i>Vacant</i>	<i>2 Year- 2023-2024 and 2024-2025</i>

Attachment:

- Board Policy BQA (Local)
- Call for Nominations Form 3

Purpose

The District Improvement Committee's (DIC) primary role is to advise the Superintendent and staff in the planning, operating, supervising, and evaluating of the District's educational program.

Duties of the Committee

The DIC shall:

1. Be involved in establishing and reviewing the District's educational plans, goals, performance objectives, and major classroom instructional programs. *Education Code 11.251(b)*
2. Be actively involved in establishing the administrative procedure that defines the respective roles and responsibilities of the Superintendent, central office staff, principals, teachers, committee members, and campus-level committee members pertaining to planning and decision making at the District and campus levels. *Education Code 11.251(d)*
3. Address all pertinent federal planning requirements. *Education Code 11.251(f)*
4. Assist the Superintendent annually in preparing, reviewing, and revising the District Improvement Plan. [See BQ(LEGAL) for the plan content and purpose] *Education Code 11.252(a)*
5. Hold one public meeting annually, after receipt of the District-level performance report, to discuss District performance and the District performance objectives. *Education Code 11.252(e)*
6. Advise the District staff regarding the District's discipline management program, including the Student Code of Conduct. [See FO(LEGAL)] *Education Code 11.252(a)(3)(E), 37.001(a)*
7. Participate in the development and approval of staff development of a Districtwide nature. [See DMA(LEGAL)] *Education Code 11.252(a)(3)(F)*
8. If the District is not using state criteria for appraisals, be involved in the development of the appraisal process and performance criteria for teachers and administrators. [See DNA(LEGAL) and (LOCAL)] *Education Code 21.352(a)(2), 21.354(c)(2)*
9. As appropriate, provide written comments on requests for waivers submitted to TEA. [See BF(LEGAL)] *Education Code 7.056(b)(2)*
10. Annually, upon the Board's request, make recommendations to the Board regarding the number and length of written re-

ports that District employees are required to prepare. *Education Code 11.164*

11. Analyze information related to dropout prevention. *Education Code 11.255*

Consultation

The Superintendent shall regularly consult the District-level committee in the planning, operating, supervising, and evaluating of the District educational program. *Education Code 11.252(f)*

Systematic Communications

Procedures must be established to ensure that systematic communication measures are in place to periodically obtain broad-based community, parent, and staff input and to provide information to those persons regarding the recommendations of the District-level committee. This shall not create a new cause of action or require collective bargaining. *Education Code 11.252(e)*

Process

The DIC shall meet a minimum of four times a year. The chairman of the DIC in consultation with the associate superintendent for academic services shall set the dates for the meetings and cause the election and selection of the committee members each May for the following year.

Members may request items for the agenda. The agenda for the committee shall be sent in advance to the campuses for posting and minutes of the meetings shall be shared with each campus and group by their representatives. Minutes of each meeting shall be disseminated to all professional employees.

Membership

The Superintendent shall be a nonvoting member of the committee. The associate superintendent for academic services shall coordinate the work of the committee. Other staff members may be asked to join the committee as ex officio members depending on the topic of discussion. The DIC shall have a total of 47 members selected as follows:

**Professionals
(20 Members)**

No.	Title	Procedure
6	Elementary Classroom Teachers	Each elementary school administration shall seek nominees from among the classroom teachers on its campus. All nominees from campuses within a cluster shall be placed on a ballot for all elementary classroom teachers in that cluster to vote for two representatives from that cluster to serve on the DIC. The two nominees receiving the highest number of votes in each cluster shall comprise the six representatives.

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

No.	Title	Procedure
3	MS Classroom Teachers	Each middle school administration shall seek nominees from among the classroom teachers on its campus. All nominees from campuses within a cluster shall be placed on a ballot for all middle school classroom teachers in that cluster to vote for one representative from that cluster to serve on the DIC. The one nominee receiving the highest number of votes in each cluster will be the representative.
4	HS Classroom Teachers	Each high school administration shall seek nominees from among the classroom teachers on its campus. Each high school shall elect one representative by holding an election. The nominee receiving the highest number of votes from each campus will be a representative.
1	Librarian	Nominees from all librarians shall be sought by the program director of library and media services and an election held to elect one representative from among the nominees.
1	Alternative Campus Classroom Teacher	Nominees from all alternative campuses shall be sought by the assistant superintendent of teaching and learning and an election held to elect one representative from among the nominees.
1	Counselor	Nominees from all counselors shall be sought by the program director for counseling services and an election held to elect one representative from among the nominees.
1	Elementary Campus Administrator	Nominees shall be sought by the assistant superintendent of teaching and learning and an election held to elect one representative from among the nominees.
1	Middle School Administrator	Nominees shall be sought by the assistant superintendent of teaching and learning and an election held to elect one representative from among the nominees.
1	High School	Nominees shall be sought by the assistant

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

No.	Title	Procedure
	Campus Administrator	superintendent of teaching and learning and an election held to elect one representative from among the nominees.
1	District-Level Nonteaching Professional Staff Member	Nominees shall be sought by the special assistant to the Superintendent and an election held to elect one representative from among the nominees.

**Parents
(10 Members)**

The Superintendent and the Board shall appoint ten parents from a list of nominees from the campus improvement committees, PTA, city council, PAC, band, athletic booster organizations, and self-nominations.

**Community
Members (Four)**

The Superintendent and Board shall appoint four community members from groups such as senior citizens, ministerial alliance, non-profit community organizations, public service community organizations, campus improvement committees, and self-nominations.

**Business
Members (Four)**

The Superintendent and the Board shall appoint four business members from a list of nominees from groups such as PIE members, Irving Chamber of Commerce, campus improvement committees, and self-nominations.

**Student
Members (Nine)**

The principal at each high school shall select two junior or senior students. One student shall be selected to represent the alternative campus: Barbara Cardwell Career Preparatory Center.

Definitions

Parent—A person who is not a District employee and who is a parent or stands in parental relation to a student enrolled in the District.

Community representative—An adult at least 18 years of age residing in the District who is neither a parent of a student enrolled in the District nor a District employee.

Business representative—An adult who is not a District employee who is employed in business regardless of place of personal residence or the location of the business.

Student—A full-time District student with sufficient credits to be designated a junior or senior. *Education Code 11.25(c)*

Term of Service

Student members shall serve a one-year term. All other members of the DIC shall serve a two-year term. Each membership group shall have two-year staggered terms determined by a drawing at the first meeting of the DIC with approximately one-half of the entire committee completing their terms each year.

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

Vacancy

If the position is vacated by an elected member, an election will be held by that membership group to fill the unexpired term. If the position is vacated by a selected member, the Superintendent shall appoint a member to serve the unexpired term.

Training

The District shall provide appropriate training for new and returning DIC members. The content of the training shall focus on the law mandating the District and campus decision-making process and on the responsibilities of the DIC. The training should occur before October 1 of each year. New members shall agree to attend the training as a condition of being placed on the DIC. Additional training in group decision-making processes (i.e., consensus building, conflict resolution, team building) may be provided upon request.

MEMO

DATE: May 2023
TO: Board of Trustees
FROM: Ahna Gomez, Chief of Schools

RE: CALL FOR NOMINATIONS FOR PARENTS AND COMMUNITY REPRESENTATIVES FOR DISTRICT IMPROVEMENT COMMITTEE

IISD is seeking Nominations for parents and community representatives to serve on the District's Improvement Committee (DIC) for the 2023-24 school year. Please help nominate and spread the word for self-nomination.

This Committee's purpose is to advise the Superintendent and staff in the planning, operations, supervision, and evaluation of the District's educational programs. Specific jobs are to:

1. assist with a development and/or revision of the District's improvement plan;
2. hold a public hearing annually to discuss the performance of the District;
3. review the District's discipline management program and student code of conduct as recommended by the student discipline committee;
4. approve district wide staff development plans;
5. assist and defining the respective roles and responsibilities pertain to planning and decision making at the District in campus levels;
6. periodically obtain broad-based community, parents and staff input, and provide information to those parents regarding recommendations of the committee;
7. review and approve waivers; and
8. other duties as assigned by the Board of Trustees.

A parent must have a student currently enrolled in IISD and not be a district employee. A community representative must be at least 18 years old and reside in the district, but may not be a parent of a student enrolled in the district nor an employee of the district. A business representative does not have to live in the district, but must be employed in the business either in or out of the district. All members will serve for two years.

Nominations can be made by completing the form below and return it to the administration building **by June 23, 2023**.

Irving ISD District Improvement Committee Nomination Form

Name of Nominee: _____

Home Address: _____ Zip Code: _____

Home/Cell Phone: _____ Email Address: _____

Place of Business: _____ Work Phone: _____

Children Attend: _____

(List all applicable campuses)

Nominator's Signature: _____

Nominator's Printed Name: _____

Position Sought (check all that apply)

____ Parent Representative

____ Community Representative

Return to:

Ahna Gomez

Chief of Schools

Irving Independent School District

P.O. Box 15237

Irving TX 75015-2637