

LAKE DALLAS INDEPENDENT SCHOOL DISTRICT
Board of Trustees



Regular Meeting

Monday, November 14, 2022 5:30 PM

Meetings of the Board are held at 104 Swisher Rd., Lake Dallas, TX 75065

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 order shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

Agenda

1. **Call to Order, Roll Call, and Establishment of Quorum**
2. **Moment of Silence and Pledges of Allegiance**
3. **Student Report/Recognitions**
 - 3.A. *Student Success*: LDMS Student Council
 - 3.B. *Student Success*: State Fair of Texas Ag Competition
 - 3.C. *Student Success*: Lady Falcon Volleyball
4. **Executive Session**

The open session of the meeting will adjourn. The Board of Trustees will reconvene in executive session pursuant to one or more of the sections of the Texas Open Meetings Act (Chapter 551 of the Texas Government Code). The Board of Trustees will reconvene in open session to take any final action, decision, or vote on a matter deliberated in executive session.

- A. Private consultation with the Board's attorney (TCG 551.071)
- B. Discussing or deliberating purchase, exchange, lease or value of real property (TCG 551.072)
- C. Discussing or deliberating negotiated contract for prospective gift or donation to the school district (TCG 551.073)
- D. Discussing or deliberating appointment, employment, evaluation, reassignments, duties, discipline, or dismissal of a public officer (TCG 551.074)
- E. Discussing or deliberating the deployment, or specific occasions for implementation of security personnel or devices; or a security audit (TCG 551.076)

- F. Discussing or deliberating discipline of a public school child or employee complaint against another employee (TCG 551.082)
- G. Discussing or deliberating a public school child which reveals personally identifiable information (TCG 551.0821)
- H. Investigation; exclusion of witness from a hearing during examination of another witness (TCG 551.084)
- I. Discussing economic development negotiations or offer of financial or other incentive to business prospects (TCG 551.086)

5. Public Comment

At regular Board meetings, the Board shall permit public comment, regardless of whether the topic is an item on the agenda posted with notice of the meeting. Individuals who wish to participate during the Open Comment portion of the meeting shall sign up with the presiding officer or designee before the meeting begins as specified in the Board's procedures on public comment and shall indicate the agenda item or topic on which they wish to address the Board. An individual's comments to the Board shall not exceed five minutes per meeting.

- 6. **Public Hearing:** Financial Integrity Rating System of Texas Report
- 7. **Trustee Reports**
- 8. **Superintendent Report**
- 9. **CONSENT AGENDA ITEMS**

Consent Agenda Items are items identified as routine, procedural, informational or self-explanatory presented as a single motion to be acted on at one time.

- 9.A. **Consideration/Approval of the Minutes of the October 17, 2022 REGULAR Meeting**
- 9.B. **Consideration/Approval of the Minutes of the November 5, 2022 SPECIAL Meeting**
- 9.C. ***Efficient Operations:*** Consideration/Approval of Monthly Financial Statements
- 9.D. ***Efficient Operations:*** Review/Approve the results of a request for qualifications for a roofing consultant.
- 10. **FUTURE ITEMS**
- 10.A. ***Student Success:*** High School Course Offerings
- 11. **INFORMATION ITEMS**
- 11.A. ***Student Success:*** Emergent Bilingual Student Update
- 11.B. ***Student Success:*** Tarleton University Distinguished High School Partnership
- 11.C. ***Parent & Family/Community Support:*** Strategic Plan Update
- 11.D. **TASB Policy Review**
- 11.E. **Upcoming Meetings & Events**
- 12. **Executive Session (if needed)**
- 13. **Adjournment**



STUDENT SUCCESS

Lake Dallas Middle School Student Council



Presenter: Randall Caldwell

Event: November 2022 Board Meeting

Date: November 14, 2022

LDMS Student Council

Elizabeth Kunkle, **President**

Rylee Garrison, **Vice President**

Emma Durham, **Committee Leader**

Savanna Kaupp, **Committee Leader**

Taj Singh, **Committee Leader**



LDMS Recycling Program



Over 400 lbs. of recyclable materials have been collected.



LDMS Staff Engagement



Turkey Bowl



“Nacho Average Staff” Lunch



LDMS Homecoming Parade



400 Cans Collected



LDMS Student Council



FALCON CAMP
6TH-GRADE

LAKE DALLAS MIDDLE SCHOOL
325 E. HUNDLEY DRIVE, LAKE DALLAS, TX

AUGUST 8TH
DROP OFF AT 8:15AM
PICK UP AT 12:15 PM

INCOMING 6TH GRADERS ARE INVITED TO THIS YEAR'S FALCON CAMP. STUDENTS WILL HAVE AN OPPORTUNITY TO EXPLORE THE CAMPUS, NAVIGATE THEIR SCHEDULE AND MEET THEIR TEACHERS!

EACH STUDENT WILL RECEIVE A DRAWSTRING BAG, WATER BOTTLE, AND A T-SHIRT. SNACKS WILL BE PROVIDED

WWW.LDISD.NET/BTS

The poster features a wood sign with a falcon perched on it, a yellow school bus, a green tent, and a grill. The background is light blue with clouds and green grass.



LDMS Student Council



John Fabro



LDMS Student Council



FEELING GRATEFUL

Thankful for You

Thanks for putting our #FalconsFirst.





LAKE DALLAS
Independent School District



STUDENT SUCCESS

STATE FAIR OF TEXAS AG COMPETITIONS



Presenter: Mollie Avelino

Event: November 2022 Board Meeting

Date: November 14, 2022

STATE FAIR OF TEXAS AG COMPETITIONS



Laken Chambers
Reserve Grand Champion



State Fair of Texas



Laken Chambers



Tessa Sanders

STATE FAIR OF TEXAS AG COMPETITIONS



Tessa Sanders
Reserve Champion





LAKE DALLAS
Independent School District



STUDENT SUCCESS

We're Diggin' the Volleyball Assist!



Presenter: Scott Head

Event: November 2022 Board Meeting

Date: November 14, 2022



MADDIE HIRNEISE
1,000 DIGS

REAGAN HAMM
1,000 ASSISTS



Congrats

We're Diggin' the Volleyball Assist!



Reagan Hamm
1,000 Assists



We're Diggin' the Volleyball Assist!



Maddie Hirneise
1,000 Digs





LAKE DALLAS
Independent School District



Lake Dallas
Independent School District

SCHOOLS FIRST
FINANCIAL INTEGRITY RATING SYSTEM OF TEXAS

PRESENTED NOVEMBER 2022



User: Wes Eversole
 User Role: District

RATING YEAR DISTRICT NUMBER



Financial Integrity Rating System of Texas

2021-2022 RATINGS BASED ON SCHOOL YEAR 2020-2021 DATA - DISTRICT STATUS DETAIL

Name: LAKE DALLAS ISD(061912)	Publication Level 1: 8/2/2022 2:05:39 PM
Status: Passed	Publication Level 2: 8/4/2022 12:15:48 PM
Rating: B = Above Standard Achievement	Last Updated: 8/4/2022 12:15:48 PM
District Score: 88	Passing Score: 70

#	Indicator Description	Updated	Score
1	<u>Was the complete annual financial report (AFR) and data submitted to the TEA within 30 days of the November 27 or January 28 deadline depending on the school district's fiscal year end date of June 30 or August 31, respectively?</u>	7/12/2022 8:31:28 AM	Yes
2	<u>Was there an unmodified opinion in the AFR on the financial statements as a whole? (The American Institute of Certified Public Accountants (AICPA) defines unmodified opinion. The external independent auditor determines if there was an unmodified opinion.)</u>	5/16/2022 10:39:14 AM	Yes
3	<u>Was the school district in compliance with the payment terms of all debt agreements at fiscal year end? (If the school district was in default in a prior fiscal year, an exemption applies in following years if the school district is current on its forbearance or payment plan with the lender and the payments are made on schedule for the fiscal year being rated. Also exempted are technical defaults that are not related to monetary defaults. A technical default is a failure to uphold the terms of a debt covenant, contract, or master promissory note even though payments to the lender, trust, or sinking fund are current. A debt agreement is a legal agreement between a debtor (= person, company, etc. that owes money) and their creditors, which includes a plan for paying back the debt.)</u>	5/16/2022 10:39:14 AM	Yes
4	<u>Did the school district make timely payments to the Teachers Retirement System (TRS), Texas Workforce Commission (TWC), Internal Revenue Service (IRS), and other government agencies? (If the school district received a warrant hold and the warrant hold was not cleared within 30 days from the date the warrant hold was issued, the school district is considered to not have made timely payments and will fail critical indicator 4. If the school district was issued a warrant hold, the maximum points and highest rating that the school district may receive is 95 points, A = Superior Achievement, even if the issue surrounding the initial warrant hold was resolved and cleared within 30 days.)</u>	5/16/2022 10:39:15 AM	Yes Ceiling Passed
5	This indicator is not being scored.		
			1 Multiplier Sum
6	<u>Was the average change in (assigned and unassigned) fund balances over 3 years less than a 25 percent decrease or did the current year's assigned and unassigned fund balances exceed 75 days</u>	5/17/2022 9:41:43 AM	Ceiling Passed

	<u>of operational expenditures? (If the school district fails indicator 6, the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)</u>		
7	<u>Was the number of days of cash on hand and current investments in the general fund for the school district sufficient to cover operating expenditures (excluding facilities acquisition and construction)? See ranges below in the Determination of Points section.</u>	5/16/2022 10:39:16 AM	10
8	<u>Was the measure of current assets to current liabilities ratio for the school district sufficient to cover short-term debt? See ranges below in the Determination of Points section.</u>	5/16/2022 10:39:17 AM	8
9	<u>Did the school district's general fund revenues equal or exceed expenditures (excluding facilities acquisition and construction)? If not, was the school district's number of days of cash on hand greater than or equal to 60 days? See ranges below in the Determination of Points section.</u>	5/16/2022 10:39:18 AM	10
10	This indicator is not being scored.		10
11	<u>Was the ratio of long-term liabilities to total assets for the school district sufficient to support long-term solvency? If the school district's increase of students in membership over 5 years was 7 percent or more, then the school district automatically passes this indicator. See ranges below in the Determination of Points section.</u>	5/16/2022 10:39:19 AM	4
12	<u>Was the debt per \$100 of assessed property value ratio sufficient to support future debt repayments? See ranges below in the Determination of Points section.</u>	5/16/2022 10:39:20 AM	6
13	<u>Was the school district's administrative cost ratio equal to or less than the threshold ratio? See ranges below in the Determination of Points section.</u>	6/9/2022 10:52:32 AM	10
14	<u>Did the school district not have a 15 percent decline in the students to staff ratio over 3 years (total enrollment to total staff)? If the student enrollment did not decrease, the school district will automatically pass this indicator.</u>	5/16/2022 10:39:21 AM	10
15	This indicator is not being scored.		5
16	<u>Did the comparison of Public Education Information Management System (PEIMS) data to like information in the school district's AFR result in a total variance of less than 3 percent of all expenditures by function? (If the school district fails indicator 16, the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)</u>	5/16/2022 10:39:22 AM	Ceiling Passed
17	<u>Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds? (The AICPA defines material weakness.) (If the school district fails indicator 17, the maximum points and highest rating that the school district may receive is 79 points, C = Meets Standard Achievement.)</u>	5/16/2022 10:39:23 AM	Ceiling Passed
18	<u>Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds? (The AICPA defines material noncompliance.)</u>	5/16/2022 10:39:23 AM	10
19	<u>Did the school district post the required financial information on its website in accordance with Government Code, Local Government Code, Texas Education Code, Texas Administrative Code and other statutes, laws and rules that were in effect at the school district's fiscal year end?</u>	5/16/2022 10:39:24 AM	5
20	<u>Did the school board members discuss the district's property values at a board meeting within 120 days before the district adopted its budget? (If the school district fails indicator 20 the maximum points and highest rating that the school district may receive is 89 points, B = Above Standard Achievement.)</u>	5/16/2022 10:39:24 AM	Ceiling Passed
			88 Weighted

	Sum
	1 Multiplier Sum
	(100 Ceiling)
	88 Score

DETERMINATION OF RATING

A.	Did the school district fail any of the critical indicators 1, 2, 3, or 4? If so, the school district's rating is F for Substandard Achievement regardless of points earned.	
B.	Determine the rating by the applicable number of points.	
	A = Superior Achievement	90-100
	B = Above Standard Achievement	80-89
	C = Meets Standard Achievement	70-79
	F = Substandard Achievement	<70
<p>No Rating = A school district receiving territory that annexes with a school district ordered by the commissioner under TEC 13.054, or consolidation under Subchapter H, Chapter 41. No rating will be issued for the school district receiving territory until the third year after the annexation/consolidation.</p> <p>The school district receives an F if it scores below the minimum passing score, if it failed any critical indicator 1, 2, 3, or 4, if the AFR or the data were not both complete, or if either the AFR or the data were not submitted on time for FIRST analysis.</p>		

CEILING INDICATORS

<p>Did the school district meet the criteria for any of the following ceiling indicators 4, 6, 16, 17, or 20? If so, the school district's applicable maximum points and rating are disclosed below. Please note, an F = Substandard Achievement Rating supersedes any rating earned as the result of the school district meeting the criteria of a ceiling indicator.</p>		
Determination of rating based on meeting ceiling criteria.	Maximum Points	Maximum Rating
Indicator 4 (Timely Payments) - School district was issued a warrant hold.	95	A = Superior Achievement
Indicator 6 (Average Change in Fund Balance) - Response to indicator is <i>No.</i>	89	B = Above Standard Achievement
Indicator 16 (PEIMS to AFR) - Response to indicator is <i>No.</i>	89	B = Above Standard Achievement
Indicator 17 (Material Weaknesses) - Response to indicator is <i>No.</i>	79	C = Meets Standard Achievement
Indicator 20 (Property Values and Tax Discussion) - Response to indicator is <i>No.</i>	89	B = Above Standard Achievement

For the Twelve-Month Period
Ending August 31, 2022

Description	Superintendent Mike Rockwood	Board Member Courtney Tankersley	Board Member Ginger Collier	Board Member Bruce Smith
Meals	\$ 669.00		\$ 26.00	\$ 26.00
Lodging	\$ 3,254.12	\$ 434.38	\$ 563.94	\$ 547.64
Transportation	\$ 3,327.91		\$ 49.14	\$ 49.14
Motor Fuel				
Other	\$ 7,143.58	\$ 425.00	\$ 485.00	\$ 460.00
Total	\$ 14,394.61	\$ 859.38	\$ 1,124.08	\$ 1,082.78

Description	Board Member Chad Thiessen	Board Member Alicia McKinley	Board Member Scott Baird	Board Member Lance Stacy
Meals		\$ 26.00	\$ 26.00	\$ 26.00
Lodging		\$ 538.35	\$ 547.64	\$ 547.64
Transportation		\$ 417.09	\$ 49.14	\$ 49.14
Motor Fuel				
Other	\$ 125.00	\$ 685.00	\$ 585.00	\$ 560.00
Total	\$ 125.00	\$ 1,666.44	\$ 1,207.78	\$ 1,182.78

Description	Board Member Mark Tucker	Board Member Stephen Richardson
Meals	\$ 26.00	
Lodging	\$ 815.77	
Transportation	\$ 49.14	
Motor Fuel		
Other	\$ 960.00	\$ 255.00
Total	\$ 1,850.91	\$ 255.00

All "reimbursement" expenses, regardless of the manner of payment, including direct pay, credit card, cash and purchase order are to be reported. Items to be reported per category include:

- Meals - Meals consumed out of town, and in-district meals at area restaurants (not including board meetings or catered board meeting meals).
- Lodging - Hotel charges.
- Transportation - Airfare, car rental (including fuel on rentals, taxi use, mileage reimbursements, leased cars, parking fees and tolls).
- Motor Fuel - Gasoline.
- Other - Registration fees, telephone/cell phone, internet service, fax machine, and other reimbursements (or on-behalf of) to the Superintendent and Board Member not defined above (i.e., value of \$250 or more in the aggregate in the fiscal year).

**Outside Compensation and/or Fees
Received by the Superintendent for
Professional Consulting and/or Other Personal Services**

For the Twelve-Month Period
Ended August 31, 2022

Description of Compensation and/or Fees	Superintendent Mike Rockwood
	\$ -
Total	\$0.00

**Gifts Received by Superintendent and Board Members
(and First Degree Relatives, if any)**

Description of Gifts	Superintendent Mike Rockwood	Board Member Bruce Smith	Board Member Courtney Tankersley
	\$ -	\$ -	\$ -
Total	\$0.00	\$0.00	\$0.00

Description of Gifts	Board Member Stephen Richardson	Board Member Chad Thiessen	Board Member Lance Stacy
	\$ -	\$ -	\$ -
Total	\$0.00	\$0.00	\$0.00

Description of Gifts	Board Member Alicia McKinley	Board Member Scott Baird	Board Member Ginger Collier
	\$ -	\$ -	\$ -
Total	\$0.00	\$0.00	\$0.00

Description of Gifts	Board Member Mark Tucker		
	\$ -		
Total	\$0.00		

(gifts that had an economic value of \$250 or more in the aggregate in the fiscal year)

Business Transactions with the District

- Courtney Tankersley None
- Lance Stacy None
- Chad Thiessen None
- Scott Baird None
- Mark Tucker None
- Bruce Smith None
- Alicia McKinley None
- Stephen Richardson None
- Ginger Collier None

Public Meeting Schools FIRST



Presenter: Lake Dallas ISD

Event: Board Meeting

Date: November 14, 2022

Financial Integrity Rating System of Texas Report

- Uniform indicators to measure a district's financial management performance
- The district's 2020-21 financial performance based on a comparison, provided by the agency, of the district's performance on the indicators.



Critical Indicators

#	Indicator Description	Score
1	Was the Annual Financial Report Filed on time?	Yes
2	Was there an unmodified opinion in the annual financial report?	Yes
3	Was the District in compliance with the payment terms of all debt agreements at fiscal year end?	Yes
4	Did the District make timely payments to the Teacher Retirement System, Texas Workforce Commission, the IRS and other governmental agencies?	Yes
5	Indicator is not being scored	N/A



Critical Indicators

#	Indicator Description	Score
6	Was the average change in fund balances over 3 years less than a 25% decrease or did the current years assigned and unassigned fund balances exceed 75 days of operational expenditures?	Passed
7	Was the number of days of cash on hand and current investments in the general fund for the district sufficient to cover operating expenditures?	10/10
8	Was the measure of current assets to current liabilities ratio for the district sufficient to cover short-term debt?	8/10



Critical Indicators

#	Indicator Description	Score
9	Did the district's general fund revenues equal or exceed expenditures?	10/10
10	Did the school district average less than a 10 percent variance when comparing budgeted revenues to actual revenues for the last 3 fiscal years?	10/10
11	Was the ratio of long-term liabilities to total assets for the school district sufficient to support long-term solvency?	4/10
12	Was the debt service coverage ratio sufficient to meet the required debt service?	6/10



Critical Indicators

#	Indicator Description	Score
13	Was the Administrative Cost Ratio Less than the Threshold Allowed?	10/10
14	Did the school district not have a 15 percent decline in the students to staff ratio over 3 years (total enrollment to total staff)?	10/10
15	Was the school district's ADA within the allotted range of the district's biennial pupil projection(s) submitted to TEA?	5/5
16	Comparison PEIMS data and Audit Data result in an Aggregate Variance of Less than 3%?	Passed



Critical Indicators

#	Indicator Description	Score
17	Did the external independent auditor report that the AFR was free of any instance(s) of material weaknesses in internal controls over financial reporting and compliance for local, state, or federal funds?	Passed
18	Did the external independent auditor indicate the AFR was free of any instance(s) of material noncompliance for grants, contracts, and laws related to local, state, or federal funds?	10/10
19	Did the school district post the required financial information on its website in accordance with Government Code, Local Government Code, Texas Education Code, Texas Administrative Code and other statutes, laws and rules that were in effect at the school district's fiscal year end?	5/5



Critical Indicators

#	Indicator Description	Score
20	Did the school board members discuss the district's property values at a board meeting within 120 days before the district adopted its budget?	Passed



FINANCIAL INTEGRITY RATING SYSTEM OF TEXAS

First rating:

88

Above Standard Achievement



Additional Disclosures

The District is required to report on expenditures of the Superintendent and Board Members for the 2021-2022 school year



Superintendent & Board Members Expenditures

(For the 12 months ending 8-31-2022)

Description	Mike Rockwood Superintendent	Lance Stacy Board Member
Meals	669.00	26.00
Lodging	3,254.12	547.64
Transportation	3,327.91	49.14
Motor Fuel	0.00	0.00
Other	<u>7,143.58</u>	<u>560.00</u>
Total	\$14,394.61	\$1,182.78



Superintendent & Board Members Expenditures

(For the 12 months ending 8-31-2022)

Description	Chad Thiessen Board Member	Scott Baird Board Member	Ginger Collier Board Member
Meals	0.00	26.00	26.00
Lodging	0.00	547.64	563.94
Transportation	0.00	49.14	49.14
Motor Fuel	0.00	0.00	0.00
Other	<u>125.00</u>	<u>585.00</u>	<u>485.00</u>
Total	\$125.00	\$1,207.78	\$1,124.08



Superintendent & Board Members Expenditures

(For the 12 months ending 8-31-2022)

Description	Courtney Tankersley Board Member	Mark Tucker Board Member	Bruce Smith Board Member
Meals	0.00	26.00	26.00
Lodging	434.38	815.77	547.64
Transportation	0.00	49.14	49.14
Motor Fuel	0.00	0.00	0.00
Other	<u>425.00</u>	<u>960.00</u>	<u>460.00</u>
Total	\$859.38	\$1,850.91	\$1,082.78



Superintendent & Board Members Expenditures

(For the 12 months ending 8-31-2022)

Description	Alicia McKinley Board Member	Stephen Richardson Board Member
Meals	26.00	0.00
Lodging	538.35	0.00
Transportation	417.09	0.00
Motor Fuel	0.00	0.00
Other	<u>685.00</u>	<u>255.00</u>
Total	\$1,666.44	\$255.00



Disclosures (2021-2022)

- The Superintendent did not receive any gifts that had an economic value of \$250 or more in the aggregate for the twelve-month period
- Superintendent did not receive any outside Compensation or Consulting Fees



Gifts that had *an* economic value of \$250 or more in the aggregate for the twelve-month period to Board Members

- Courtney Tankersley None
- Lance Stacy None
- Chad Thiessen None
- Scott Baird None
- Mark Tucker None
- Bruce Smith None
- Alicia McKinley None
- Stephen Richardson None
- Ginger Collier None



Board Disclosures - Business Transactions with the District

- Courtney Tankersley None
- Lance Stacy None
- Chad Thiessen None
- Scott Baird None
- Mark Tucker None
- Bruce Smith None
- Alicia McKinley None
- Stephen Richardson None
- Ginger Collier None





Any Questions?

Minutes of Regular Board Meeting

The Board of Trustees

Lake Dallas Independent School District

A Regular Meeting of the Board of Trustees of Lake Dallas Independent School District was held Monday, October 17, 2022, beginning at 5:30 PM at 104 Swisher Rd., Lake Dallas, TX 75065.

PRESENT: Vice President Alicia McKinley, Secretary Mark Tucker, Trustees Ginger Collier, Bruce Smith, and Scott Baird, and Superintendent Dr. Mike Rockwood

ABSENT: President Lance Stacy and Trustee Courtney Tankersley

1. Call to Order, Roll Call, and Establishment of Quorum – 5:30 PM

2. Executive Session

The open session of the meeting adjourned at 5:31 PM. The Board of Trustees moved to executive session pursuant to one or more of the sections of the Texas Open Meetings Act (Chapter 551 of the Texas Government Code).

3. Reconvene to Open Session, Moment of Silence and Pledges of Allegiance

The Board reconvened to Open Session at 5:53 PM. The pledges of allegiance were led by Shady Shores Elementary students and a moment of silence was observed.

4. Student Report

A. SSE Student Assemblies

Mrs. Jennifer Bryant, Shady Shores Elementary Principal, recognized 5th grade students on the student leadership assembly team that meet during “club time” on Fridays and sometimes after school to plan assemblies and events. They choose the theme, write the script, create any decorations, and make certificates for all the students being recognized for their leadership. Then, they run the show! Students recognized included Lincoln Adams, Selah Mitchell, Mia Stanley, Paislee Howell, Weston Moore, Joselyn Ruiz, Kennadie Wayne and Jhanluka Zertuche.

B. Purple Star Campus

Ms. Mollie Avelino, Lake Dallas High School Principal, recognized the campus for receiving the Purple Star Campus Designation, which recognizes Texas districts and charter schools that show their support and commitment to meeting the unique needs of military-connected students and their families. Lake Dallas High School was the only high school in the DFW area to receive the designation.

C. National Merit Semifinalists

Ms. Mollie Avelino recognized LDHS seniors, Junhwi Goo and Levi Koele, for were named National Merit Semifinalists. Selection is based on the student's scores on the 2021 Preliminary SAT/National Merit Scholarship Qualifying Test. National Merit Semifinalists represent less than one percent of U.S. high school seniors.

5. Public Comment

Persons desiring to address the Board of Trustees were given the opportunity to sign up to speak. No one signed up to speak to the Board.

6. Trustee Reports

Members of the Board of Trustees were given the opportunity to share positive comments about district meetings and events.

- Trustee Scott Baird commented on what a great job Dr. Rockwood did telling the story of the district at the annual Community Leadership Breakfast, and thanked all of those involved in putting on the breakfast.
- Trustee Bruce Smith stated that he is loving all the “TADA” moments in the district – from SSE leadership to high school band and athletics, and he is looking forward to the fall theater production.
- Trustee Ginger Collier thanked the district for the Community Leadership Breakfast, and commented on all of the learning moments she experienced at the TASA/TASB conference. She also gave a shout-out to the band for their superior performance at UIL Marching Contest.
- Secretary Mark Tucker expressed his appreciation to the staff and students for all of the work involved to host the Community Leadership Breakfast, and thanked Dr. Rockwood for representing the district so well.
- Vice President Alicia McKinley thanked all of those involved in making things happen in the district mentioning Homecoming and Community Leadership Breakfast in particular. She also gave a shout out to Trustee Bruce Smith for his involvement with the high school band program and to Secretary Mark Tucker for his continuous support of the district.

7. Superintendent Reports

Dr. Rockwood shared positive comments about

- The Administrative staff for always putting Falcons First
- The first Fall Break that was a great time for students and staff to re-focus
- Lake Dallas High School Golf, Cross Country and Band
- Human Resources Department – Karla Landrum and her staff
- LDISD Principals

8. CONSENT AGENDA ITEMS

Consent Agenda Items are items identified as routine, procedural, informational or self-explanatory presented as a single motion to be acted on at one time.

It was MOVED by Scott Baird and SECONDED by Ginger Collier to approve the consent agenda.

- A. Consideration/Approval of the Minutes of the September 19, 2022 REGULAR Meeting**
- B. Consideration/Approval of Monthly Financial Statements and Quarterly Investment Report**

C. Consideration/Approval of the Memorandum of Understanding with ESC Region 11 for Reading Academies training

ESC Region 11 as a TEA authorized provider will provide LDISD Reading Academies Training. The MOU outlines the agreement between the service center and the district for this training.

D. Consideration/Approval of TTESS Appraisers Update

Jesus Gomez and Christopher Linton have completed requirements to be TTESS Appraisers.

E. Consideration/Approval of Professional New Hires

Meghan Czarowski was approved for hire at Lake Dallas High School as a classroom teacher in Special Education.

MOTION PASSED 5-0.

9. ACTION ITEMS

A. Consideration/Approval of the District Improvement Plan

Under the provisions of the Texas Education Code (TEC), every district is required to develop a district plan to improve student performance. District and campus plans are developed annually to be mutually supportive of the state goals and objectives under TEC, Chapter 4. This plan is a living document that is utilized and adjusted throughout the year. The District Improvement Plan aligns to the District Strategic plan which was approved by the Board in June. Christi Cottongame presented the plan for consideration and approval.

Mark Tucker MOVED to approve the District Improvement Plan as presented. Bruce Smith SECONDED. MOTION PASSED 5-0

B. Consideration/Approval of Campus Improvement Plans

Under the provisions of the Texas Education Code (TEC), every campus is required to develop a campus plan to improve student performance. District and campus plans are developed annually to be mutually supportive of the state goals and objectives under TEC, Chapter 4. This plan is a living document that is utilized and adjusted throughout the year. The Campus Improvement Plans align to the District Strategic plan which was approved by the Board in June. Each campus principal presented their campus improvement plan for consideration and approval.

Bruce Smith MOVED to approve the Campus Improvement Plans as presented. Scott Baird SECONDED. MOTION PASSED 5-0

C. Consideration/Approval of FM (LOCAL) Proposed Revisions

Dr. Shorr Heathcote presented the proposed revisions for FM (LOCAL) that address District official symbols, colors, mascot, LDHS school song, and LDHS fight song. All current uniforms and items would be grandfathered until replacement is necessary. Upon approval, all current uniforms and items will be grandfathered until replacement is necessary.

Scott Baird MOVED to approve the FM (LOCAL) Revisions. Ginger Collier SECONDED. MOTION PASSED 5-0

10. FUTURE ITEMS

A. Texas Association of School Boards (TASB) Policy Review

Lake Dallas ISD administration is working with the Texas Association of School Boards (TASB) on a comprehensive local policy review. The policy review focuses on auditing current district policies and ensuring practice is aligned with the approved policies. Dr. Shorr Heathcote presented a brief summary of the policy review and a timeline for bringing recommended revisions to the Board of Trustees in the coming months.

B. Lake Dallas Elementary School Hail Claim Update

Wes Eversole presented an update on the Lake Dallas Elementary School (LDE) hail claim. LDE sustained hail damage on February 2, 2022. The following week, a claim was filed with TASB, the District's insurance carrier. No other facilities were damaged during the storm. Damage occurred on Lake Dallas Elementary's single-ply roof and will need replacement. The estimated cost of replacement is \$1,159,535. The District has a per-building deductible of \$50,000 and a per-occurrence deductible of \$250,000. The deductible will be paid out of construction funds. A Request for Qualifications (RFQ) was issued to engage a roofing consultant for the District. The scope of services includes analysis of the condition and performance of existing roofing systems, roofing system rehabilitation, replacement design, engineered construction documents, project management, and closeout and warranty documentation. The results and a recommendation of the RFQ will be presented during the November School Board meeting. Once a consultant has been secured and a bid package is completed, the District will request proposals for the roofing project. The results of the roofing proposals and a recommendation are expected to be presented to the School Board during the January 2023 Board meeting. The work is expected to begin this summer after school the school year ends in May.

11. INFORMATION ITEMS

A. Strategic Plan- Faculty & Staff

The district went through the Strategic Planning process in the spring of the 2021-22 school year. Dr. Shorr Heathcote and Karla Landrum provided an update on Priority 2- Faculty and Staff Engagement of the Balanced Scorecard.

B Upcoming Meetings & Events

Adam Bennett presented a list of upcoming Board Events.

12. Executive Session

The open session of the meeting adjourned at 7:27 PM. The Board of Trustees moved to executive session pursuant to one or more of the sections of the Texas Open Meetings Act (Chapter 551 of the Texas Government Code). The Board reconvened to Open Session at 8:14 PM.

13 Adjournment

The meeting was adjourned at 8:14 pm.

Lance Stacy, Board President

Mark Tucker, Board Secretary

Minutes of Special Board Meeting

The Board of Trustees Lake Dallas Independent School District

A Special Meeting of the Board of Trustees of Lake Dallas Independent School District was held Saturday, November 5, beginning at 8:00 AM at 104 Swisher Rd., Lake Dallas, TX 75065.

PRESENT: Board President Lance Stacy, Vice President Alicia McKinley, Secretary Mark Tucker, Trustees Scott Baird, Ginger Collier and Bruce Smith, and Superintendent Dr. Mike Rockwood

ABSENT: Trustee Courtney Tankersley

1. **Call to Order, Roll Call, and Establishment of Quorum – 8:01 AM**
2. **Public Comment**
Persons desiring to address the Board of Trustees were given the opportunity to sign up to speak. No one addressed the Board.
3. **Executive Session**
The Board did not move into Executive Session.
4. **Board Training**
Dr. Karen Rue led Team of 8 Board Training including a review of the roles, rights and responsibilities of the board as outlined in the framework for governance leadership and the district mission, vision and goals.
5. **Adjournment**

The meeting adjourned at 10:58 AM.

Board President-Lance Stacy

Board Secretary-Mark Tucker

LAKE DALLAS ISD
 COMPARISON OF REVENUE AND EXPENDITURES
 GENERAL FUND
 SEPTEMBER 2022

	Prior Month YTD	Current Month YTD	Current Budget	Balance	%
REVENUE					
Local Revenue	0	441,785	27,051,915	26,610,130	1.6%
State Revenue	0	2,401,230	12,721,991	10,320,761	18.9%
Federal Revenue	0	358	803,075	802,717	0.0%
Total Revenue	0	2,843,373	40,576,981	37,733,608	7.0%
EXPENDITURES					
Instruction	0	1,934,752	23,580,635	21,645,883	8.2%
Inst. Res./Media Services	0	45,560	568,194	522,634	8.0%
Curriculum Dev. & Inst. Staff Devel	0	60,768	1,039,543	978,775	5.8%
Inst. Leadership	0	76,789	860,012	783,223	8.9%
School Leadership	0	178,327	2,138,546	1,960,219	8.3%
Guidance/Counseling/Evaluation	0	122,374	1,377,304	1,254,930	8.9%
Social Work Services	0	1,006	12,072	11,066	8.3%
Health Services	0	27,685	355,030	327,345	7.8%
Pupil Transportation	0	140,383	1,592,909	1,452,526	8.8%
Cocurr./Extracurr. Activities	0	129,269	1,209,309	1,080,040	10.7%
Gen Administration	0	137,303	1,618,396	1,481,093	8.5%
Plant Maintenance & Operations	0	706,638	5,399,834	4,693,196	13.1%
School Monitoring Services	0	10,889	286,695	275,806	3.8%
Data Processing Services	0	197,060	988,381	791,321	19.9%
Community Services	0	0	0	0	0.0%
Facilities Acq. & Construction	0	0	14,000	14,000	0.0%
Payments to JJAEP Program	0	0	4,000	4,000	0.0%
Other Intergovernmental Charges	0	53,234	245,000	191,766	21.7%
Total Expenditures	0	3,822,035	41,289,860	37,467,825	9.3%
Grand Revenue Totals	0	2,843,373	40,576,981		
Grand Expenditure Totals	0	3,822,035	41,289,860		
Grand Totals	0	(978,662)	(712,879)		

LAKE DALLAS ISD
 COMPARISON OF REVENUE AND EXPENDITURES
 FOOD SERVICE FUND
 SEPTEMBER 2022

	Prior Month YTD	Current Month YTD	Current Budget	Balance	%
REVENUE					
Local Revenue	0	106,952	725,300	618,348	14.7%
State Revenue	0	1,510	10,000	8,490	15.1%
Federal Revenue	0	153,319	1,181,440	1,028,121	13.0%
Total Revenue	0	261,780	1,916,740	1,654,960	13.7%
EXPENDITURES					
Food Service	0	183,479	1,915,759	1,732,280	9.6%
Total Expenditures	0	183,479	1,915,759	1,732,280	9.6%
Grand Revenue Totals	0	261,780	1,916,740		
Grand Expenditure Totals	0	183,479	1,915,759		
Grand Totals	0	78,301	981		

LAKE DALLAS ISD
 COMPARISON OF REVENUE AND EXPENDITURES
 DEBT SERVICE FUND
 SEPTEMBER 2022

	Prior Month YTD	Current Month YTD	Current Budget	Balance	%
REVENUE					
Local Revenue	0	4,255	14,239,367	14,235,112	0.0%
State Revenue	0	0	243,924	243,924	0.0%
Total Revenue	0	4,255	14,483,291	14,479,036	0.0%
EXPENDITURES					
Debt Services	0	0	14,452,163	14,452,163	0.0%
Total Expenditures	0	0	14,452,163	14,452,163	0.0%
Grand Revenue Totals	0	4,255	14,483,291		
Grand Expenditure Totals	0	0	14,452,163		
Grand Totals	0	4,255	31,128		

LAKE DALLAS ISD
BALANCE SHEET
GENERAL FUND, FOOD SERVICE AND DEBT SERVICE
AS OF SEPTEMBER 31, 2022

General Fund

Cash & Investments	17,227,182
Receivables	1,253,907
Deferred Expenses	46,007
Total Assets	18,527,095
Current Payables	(5,714,219)
Accrued Expenses	(62,392)
Deferred Revenue	(479,794)
Total Liabilities	(6,256,405)
Reserve for Encumbrances	598,114
Undesig. Fund Balance	(12,270,690)
Reserve for Encumbrances	(598,114)
Total Equity	(12,270,690)

Food Service

Cash & Investments	1,412,245
Receivables	243,899
Total Assets	1,656,144
Current Payables	(156,131)
Accrued Expenses	(28,253)
Deferred Revenue	(69,448)
Total Liabilities	(253,832)
Reserve for Food Encumbrances	(616,474)
Undesig. Fund Balance	(882,555)
Reserve for Encumbrances	96,717
Total Equity	(1,402,312)

Debt Services

Cash & Investments	1,557,867
Receivables	754,758
Total Assets	2,312,624
Current Payables	0
Deferred Revenue	(197,422)
Total Liabilities	(197,422)
Reserve for Long Term Debt	(2,086,514)
Undesig. Fund Balance	(28,688)
Total Equity	(2,115,202)

**Lake Dallas ISD
Summary Of Tax Collections Comparison
September 2022**

<u>Current Tax Collections</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Current Tax Roll Status:	\$37,169,279	\$35,179,135	\$34,413,500
+/- Supplemental Adjustments	577,023	724,474	210,512
Balance Taxes Due After Adjustments	<u>37,746,302</u>	<u>35,903,610</u>	<u>34,624,012</u>
Current Collection Activity:			
General Operating Fund	24,016,946	23,144,624	22,406,463
Debt Service Fund	12,004,874	11,018,101	10,486,971
Total Current Collections	<u>36,021,820</u>	<u>34,162,724</u>	<u>32,893,433</u>
Unpaid Current Taxes Due @ End of Month	1,724,481	1,740,885	1,730,579
Collection % to Current Tax Role	95.43%	95.15%	95.00%

Delinquent Tax Collections

Prior Years Delinquent Tax Roll:	741,793	530,140	556,060
+/-Supplemental Adjustments	(151,427)	(153,373)	(10,942)
Balance Taxes Due After Adjustments	<u>590,366</u>	<u>376,767</u>	<u>545,119</u>
Delinquent Collection Activity:			
Less General Operating Funds Collected	64,822	-30,011	61,878
Less Debt Service Collected	30,926	(13,664)	26,429
Total Delinquent Collections	<u>95,748</u>	<u>-43,675</u>	<u>88,307</u>
Unpaid Delinquent Taxes Due @ End of Month	494,618	420,442	456,811
Collection % to Delinquent Tax Role	16.22%	-11.59%	16.20%

Penalties, Interest, Attorney Fees

Penalties and Interest:			
Penalty and Interest Paid On Taxes	212,517	110,795	107,251
Amount Paid to Tax Attorney	98,064	31,933	27,531
Total Penalties, Interest, Attorney Fees	<u>310,581</u>	<u>142,728</u>	<u>134,782</u>

Collection Summary

Current Taxes Collected	36,021,820	34,162,724	32,893,433
Delinquent Taxes Collected	95,748	-43,675	88,307
Penalties, Interest, Attorney Fees	310,581	142,728	134,782
Total Tax Collections	<u>36,428,149</u>	<u>34,261,777</u>	<u>33,116,522</u>
Total Unpaid Current Taxes Due @ End of Month	1,724,481	1,740,885	1,730,579
Total Unpaid Delinquent Taxes Due @ End of Month	494,618	420,442	456,811
Total Taxes Outstanding	<u>2,219,100</u>	<u>2,161,327</u>	<u>2,187,390</u>

LDHS COURSE GUIDE 2023-24



Presenter: Christi Cottongame

Event: Regular Board Meeting

Date: November 14, 2022

TIMELINE

- Fall- review current course offerings and needs to determine any necessary changes; hold Activities Fair
- December- course guide to board for approval
- January- present course guide to students for course selection
- Spring- master schedule creation and staffing based on student selections



REVISION PROCESS

- Are there current courses we offer that will require scale-up?
- Based on student interest, are there courses we need to phase in or out?
- Do we have offerings to meet the needs of all student populations?
- Are there courses that the state has issued a required PEIMS code update or NCAA update?
- Are we converting any courses for any other reasons not listed above?



BOARD APPROVAL

- Final changes will be shared in a board briefing prior to December board meeting
- Final changes for board approval in December





Any Questions?



LAKE DALLAS
Independent School District

Bilingual/ESL Program Report 2021-2022



Presenter: Shelly Wendt

Event: Regular School Board Meeting

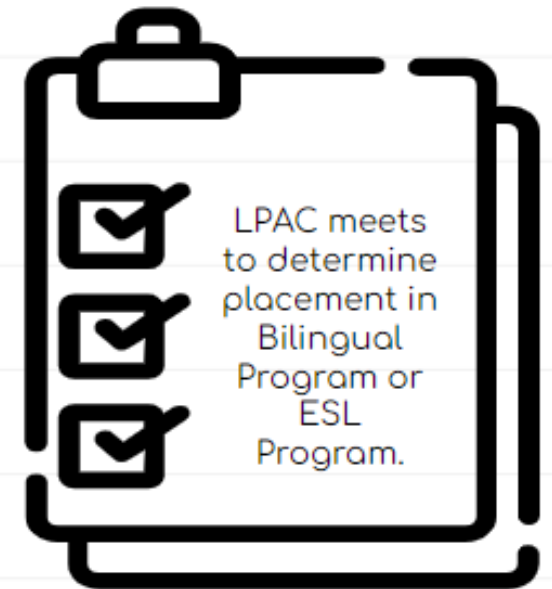
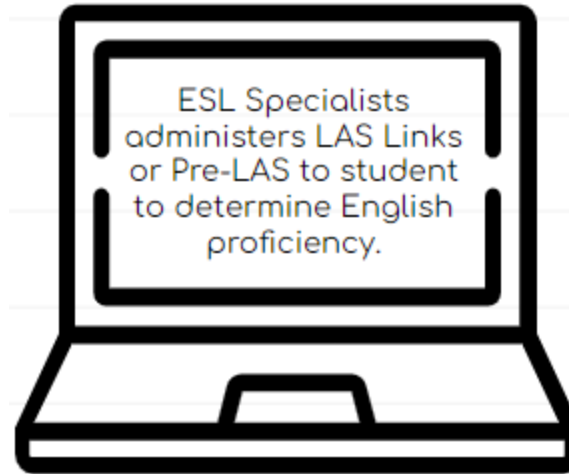
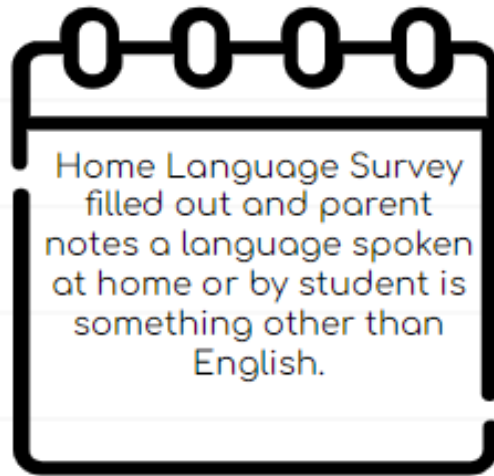
Date: November 14, 2022

PURPOSE

All school districts required to conduct a bilingual education or English as a second language (ESL) program shall conduct an annual evaluation in accordance with Texas Education Code (TEC), §29.053, collecting a full range of data to determine program effectiveness to ensure student academic success. The annual evaluation report shall be presented to the board of trustees each year. TEC, §29.062



IDENTIFICATION PROCESS



Spanish

Portuguese

Sinhalese

Mandarin
Chinese

Korean

Burmese

French

Nepali

Filipino

Krio

Bengali

Turkish

Vietnamese

Igbo

Swahili

Arabic

Japanese

Malayalam

Afrikaans

Amharic

Twenty languages are represented in LDISD BIL/ESL Program



NUMBER OF STUDENTS ENROLLED

	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022
Corinth Elementary	48	52	46	42	51
Lake Dallas Elementary	63	77	74	131	129
Shady Shores Elementary	62	64	68	62	69
Lake Dallas Middle School	68	82	87	104	121
Lake Dallas High School	39	45	43	58	101
TOTAL	280	320	318	397	470



ELEMENTARY PROGRAM MODELS

TRANSITIONAL BILINGUAL-EARLY EXIT

A bilingual program model in which students identified as Emergent Bilingual are served by both English and another language and are prepared to meet reclassification criteria to be successful in English-only instruction not earlier than two or later than five years after the student enrolls in school.



ELEMENTARY PROGRAM MODELS

ESL CONTENT BASED LANGUAGE INSTRUCTION

An English acquisition program that serves students identified as Emergent Bilingual through content instruction. Instruction is provided by an appropriately certified ESL teacher through English language arts, Math, Science and Social Studies.



SECONDARY ESL PROGRAM MODELS

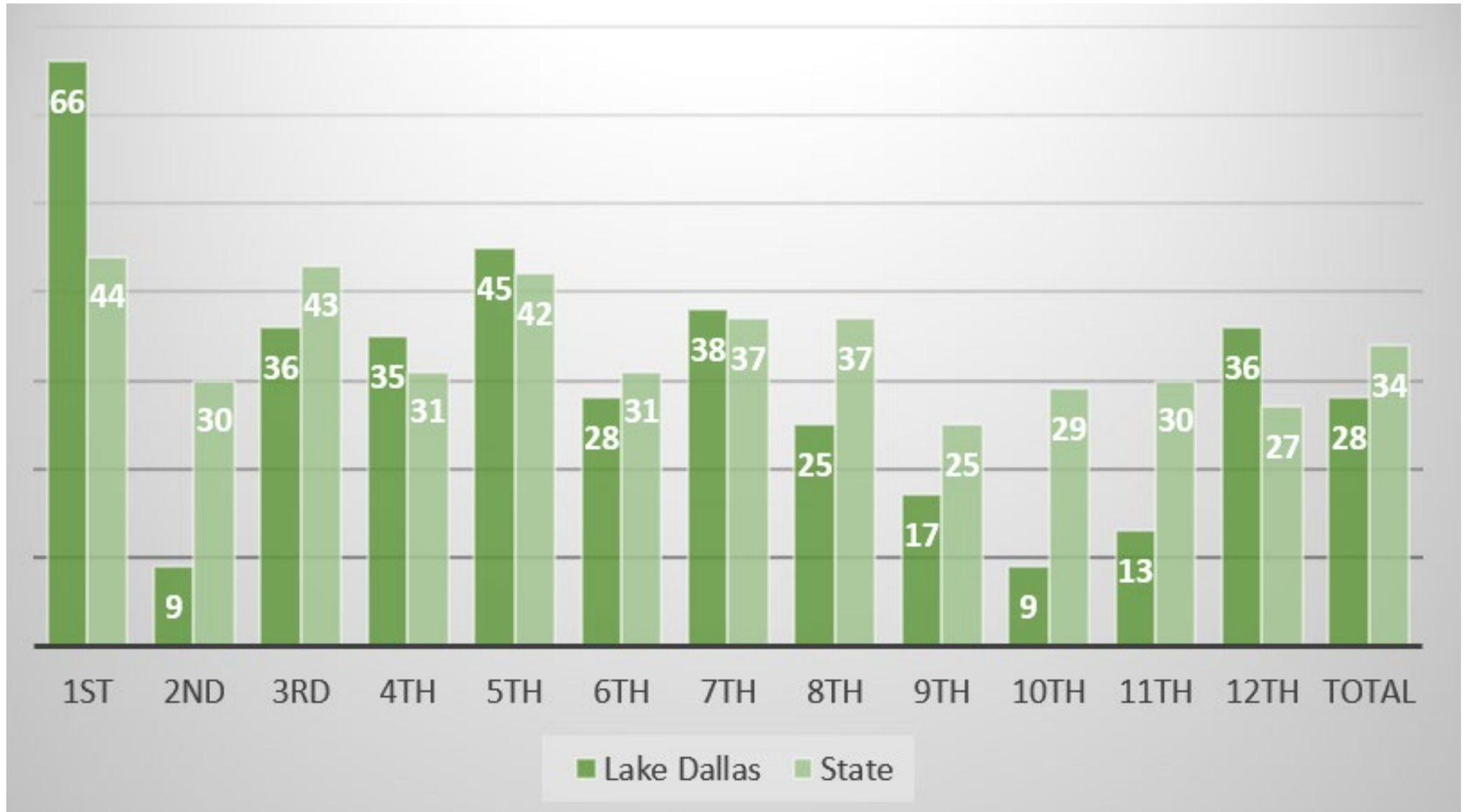
ESL/ PULL-OUT

An English acquisition program that serves students identified as Emergent Bilingual through English instruction. Instruction is provided by an appropriately certified ESL teacher through English language arts and reading.

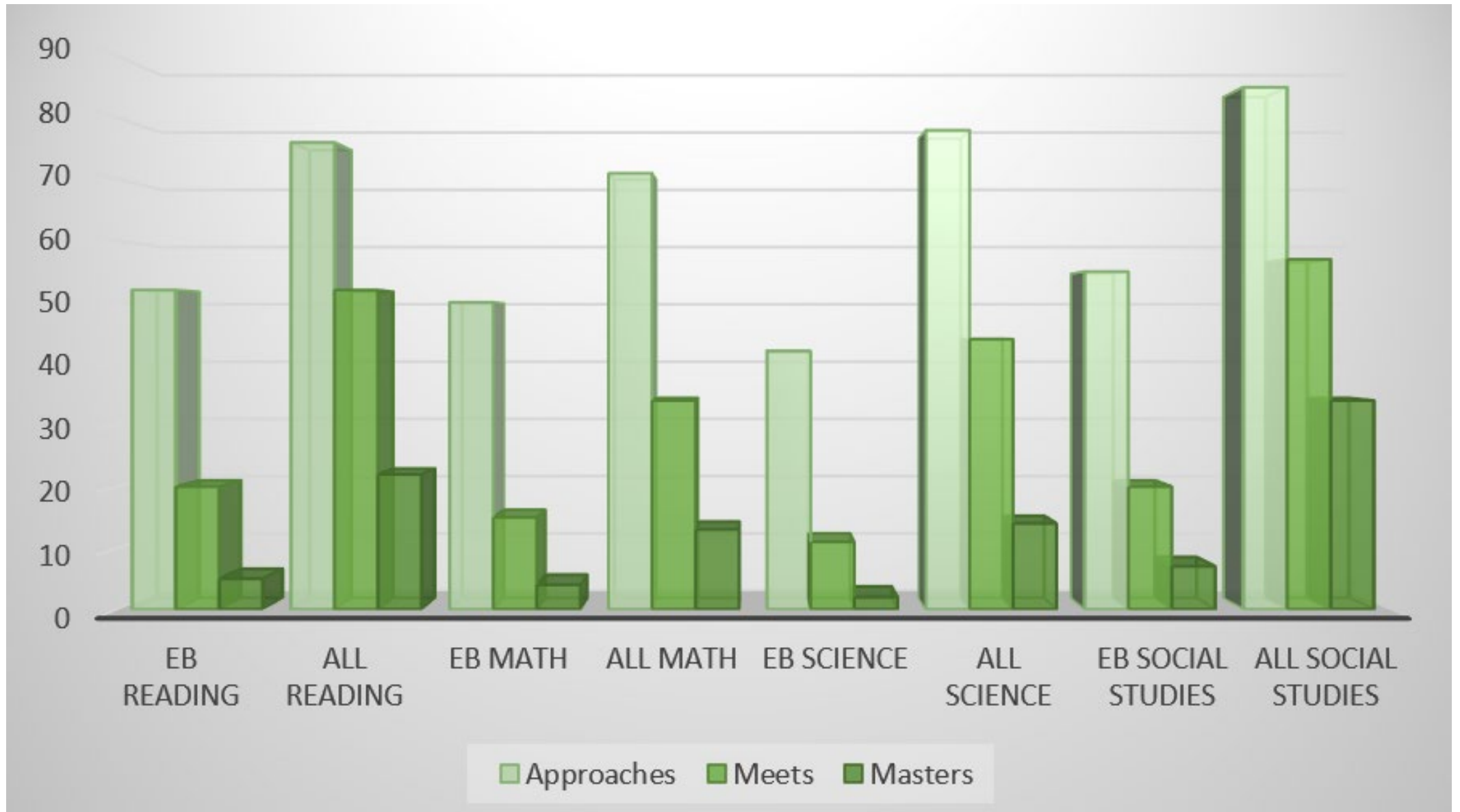


DISTRICT TELPAS RESULTS

Texas English Language Proficiency Assessment System



STAAR RESULTS



PROGRAM INFORMATION

PROFESSIONAL DEVELOPMENT

50 teachers trained in Emergent Bilingual best practices

RECLASSIFICATION

Five students reclassified as non-English Language Learners

FEDERAL ACCOUNTABILITY

Lake Dallas ISD Emergent Bilingual program is not identified for any stages of intervention for RDA.



PARENTAL INVOLVEMENT ACTIVITIES

- ESL for Professionals (Adults)
M/W 6:00-8:00 pm at LDMS
- Parent Program Information Meeting
- Parent Interest Survey



STAFFING

Exceptions/Waivers

2 Bilingual Exceptions

4 ESL Waivers

Recruiting/Certification Endeavors

- ESL 154 Certification Class
- Provided Bilingual teachers with training for certification test
- Attended 2 Job Fairs in Spring

Stipends

Bilingual teachers \$3,500.00 stipend



2022-23 BILINGUAL/ESL PROGRAM PLAN FOR IMPROVEMENT

1. Begin transitioning the Bilingual program from a Transitional Bilingual (Early Exit) to a Dual Language Immersion (One-way).
2. Begin transition of MS and HS to being Content Based ESL versus pull out ESL. MS will have an ESL team that will include an ESL certified teacher in ELA, Math and Science.
3. High School started Sheltered English 1-3 classes
In 2023-2024, Sheltered Algebra 1 and Sheltered Biology will be added.



STUDENT SUCCESS



2022-23 BILINGUAL/ESL PROGRAM PLAN FOR IMPROVEMENT

1. Curriculum was purchased for EB students that are newcomers
2. Spanish Guided Reading Library



STUDENT SUCCESS



2022-23 BILINGUAL/ESL PROGRAM PLAN FOR IMPROVEMENT

1. Second Language Acquisition Strategies training for all teachers and administrators at the beginning of the school year.
2. Partnership with Region XI to provide PD on best practices for Dual Language Immersion practices for bilingual teachers.



FACULTY & STAFF
ENGAGEMENT



2022-23 BILINGUAL/ESL PROGRAM PLAN FOR IMPROVEMENT

1. Family communication is being sent out in Spanish.
2. Emergent Bilingual Parent Meetings
Two per semester
3. Family Engagement- Spring 2023
 - a. Mother's Day Celebration
May 10th 6:30-8pm
4. Community Outreach
 - a. Adult ESL Classes
 - b. Professional Adult ESL Classes



PARENT & FAMILY/
COMMUNITY SUPPORT





Any Questions?



LAKE DALLAS
Independent School District

**MEMORANDUM OF UNDERSTANDING
BETWEEN LAKE DALLAS ISD
AND TARLETON STATE UNIVERSITY
REGARDING THE DISTINGUISHED HIGH SCHOOL PARTNERSHIP PROGRAM**

This Memorandum of Understanding (“MOU”) is between Tarleton State University (“TARLETON”), a member of The Texas A&M University System and an agency of the state of Texas, and Lake Dallas ISD (“LDISD”), with its primary offices located in Lake Dallas, Texas.

LDISD is a public primary and secondary educational institution accredited by the Texas Education Agency to certify completion of all educational requirements through high school graduation, and TARLETON is a public university and a member of The Texas A&M University System accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associates, baccalaureate, masters and doctoral degrees.

The continued and ongoing partnership between LDISD and TARLETON furthers the educational mission of each institution. LDISD derives a benefit for its high achieving students by ensuring higher educational opportunities at TARLETON following high school graduation from LDISD, and TARLETON derives a benefit from the targeted and intentional promotion of its educational opportunities to the high achieving students of LDISD.

LDISD and TARLETON desire to enter into a memorandum of understanding regarding the automatic acceptance of students graduating within the top 50% of their respective classes from LDISD.

The parties therefore agree as follows:

1. TARLETON shall grant automatic admission to all LDISD students who graduate within the top 50% of their respective classes from LDISD, and shall waive the requirement that such students submit scores from the ACT (American College Test) or SAT (Scholastic Aptitude Test) to be considered for admission. LDISD acknowledges that students should be aware that not submitting test scores may compromise their consideration for scholarships.
2. TARLETON shall waive the admissions application fee for all LDISD students who meet Tarleton’s criteria to receive an application fee waiver.
3. LDISD graduates who qualify for Tarleton’s Guaranteed Scholarship Program (GSP) and attend TARLETON will receive an award guarantee \$1,000 above the GSP level for which they qualify if the student is ranked in the top 10% of their graduating class, or \$500 above the GSP level for which they qualify if the student is ranked in the top 50% (but not top 10%) of their graduating class. GSP eligibility criteria and award levels can be found on the university website at <http://www.tarletonstate.us/gsp>. TARLETON shall contact LDISD counselors to notify them of scholarship opportunities available to LDISD graduates as such opportunities come available.

4. TARLETON shall provide ongoing support at LDISD, such as financial aid, admissions, and degree counseling; work study mentorships; peer mentoring; etc. Specific activities are subject to further discussion by the parties and the availability of necessary resources.
5. LDISD shall generally promote the availability of the opportunity described in section 1 to all of its students, parents, and community stakeholders, and shall specifically inform each qualifying graduate of the opportunity for automatic admission to TARLETON upon submission of application.
6. The substantive laws of the State of Texas (and not its conflicts of law principles) govern all matters arising out of or relating to this MOU and all of the transactions it contemplates. Venue for any claim arising out of or relating to this MOU and all of the transactions it contemplates is as provided under Texas law.
7. Each provision of this MOU is severable. If any provision is rendered invalid or unenforceable by statute or regulations or declared null and void by any court of competent jurisdiction, the remaining provisions will remain in full force and effect if the essential terms of this MOU remain valid, legal, and enforceable.
8. This MOU is the complete, final, and exclusive statement of the parties as to its subject matter, and supersedes any previous agreements or understandings between the parties as to that subject matter. This MOU may be amended, modified, or supplemented only by a written agreement signed by both parties. Any waiver of the terms and conditions of this MOU must be in writing signed by the party granting such waiver and will not waive any other failure to perform.
9. Any notices required or permitted under this Agreement will be deemed given (a) three business days after it is sent by certified or registered mail, return receipt requested, (b) the next business day after it is sent by overnight carrier, or (c) on the date of delivery if delivered personally, in each case, addressed to the intended recipient at the address below or such other address as the intended recipient may specify in writing:

Lake Dallas ISD: Superintendent
 Lake Dallas ISD
 104 Swisher Road
 Lake Dallas, TX 75065

TARLETON: Vice President for Enrollment Management
 Tarleton State University
 Box T-0430
 Stephenville, TX 76402

10. As used in this MOU, the term “partnership” (including all its derivatives) is used solely with the meaning of “collaboration” and is not intended to create any rights or obligations (other than those contractual obligations expressly provided in this

agreement) under the laws of partnership of any jurisdiction. The parties intend to be independent contractors, and neither party may bind the other or otherwise act in any way as the representative of the other, unless specifically authorized, in advance and in writing, to do so, and then only for the limited purpose stated in such authorization.

11. This MOU is in effect for the Lake Dallas ISD 2022-23 school year, and will renew automatically for up to four successive annual terms unless terminated by either party with written notice to the other no later than June 30 of each year.

The parties have executed this MOU on the dates indicated below.

LAKE DALLAS ISD

TARLETON STATE UNIVERSITY

Dr. Mike Rockwood, Superintendent

Dr. James Hurley, President

Date: _____

Date: _____

Tarleton University Distinguished High School Partnership



Presenter: Dr. Shorr Heathcote

Event: November Regular Board Meeting

Date: November 14, 2022



Strategic

PLAN BALANCED SCORECARD

WE BELIEVE

- **Students** are growth-minded leaders who are active and respected members of the Falcon Family.
- **Parents and families** are involved and engaged members of the Falcon Family through collaborative two-way communication.
- **Faculty and staff** value collaboration and communication to develop lifelong Falcon Learners.
- **Campus leaders and principals** develop campus and faculty staff through professional development and consistent two-way communication to prepare our Falcons for the future.
- **The Superintendent and central office** motivate and develop faculty and staff to meet the academic needs of all Falcons.
- **The School Board** is a unified team of 8 that functions as a fiscally responsible team that is involved and transparent in their support of the Falcon Family.



STUDENT SUCCESS

- 1.1** Yearly Student Academic Growth
1.2 Student Engagement & Culture
1.3 Students are Responsible, Contributing Community Members



FACULTY & STAFF ENGAGEMENT

- 2.1** Faculty/Staff Recruitment & Retention
2.2 Faculty/Staff Professional Development
2.3 Faculty/Staff Engagement & Culture



PARENT & FAMILY/ COMMUNITY SUPPORT

- 3.1** Parent & Family/Community Communication
3.2 Parent & Family/Community Engagement



EFFICIENT OPERATIONS

- 4.1** Ensure Strong Financial Stewardship
4.2 Well-Maintained Facilities
4.3 Safe School Environment

PRIORITIES

OBJECTIVES

#FalconsFirst

Vision: *Small School Atmosphere, Big School Opportunities*

Mission: *In Lake Dallas ISD, we inspire, educate, & empower our students.*

TARLETON UNIVERSITY VISIT

- Dr. James Hurley, Tarleton University President
- October 19, 2022
- Lake Dallas High School Tour
- Students led the tour and shared their goals
- Distinguished High School Partnership
- President's Guaranteed Scholarship Program



DISTINGUISHED HIGH SCHOOL PARTNERSHIP

- Guaranteed admission for top 50% of LDHS graduates
- Waived testing requirements for the top 50%
- Waived admission fee for top 50%
- Provides additional funds for President's Guaranteed Scholarship Program



PRESIDENT'S GUARANTEED SCHOLARSHIP PROGRAM

President's
GUARANTEED SCHOLARSHIP PROGRAM

GUARANTEED AWARDS
Students graduating in the top 50% of their high school class are guaranteed a minimum amount in scholarships at Tarleton through this program.
Guaranteed award amount varies based on class rank, SAT/ACT scores, and if your school is a Tarleton Distinguished High School Partner.

SAT or ACT	Top 10%	Top 25% <small>(not top 10%)</small>	Top 50% <small>(not top 10%)</small>
1300+ or 28+	\$4,000	\$2,000	\$500
1100+ or 22+	\$3,000	\$1,500	\$500
No Test Scores	\$2,000	\$1,000	\$500

CHECK YOUR GUARANTEED AWARD PROGRAM ELIGIBILITY

- 1) Submit Undergraduate Admission Application
choose.tarleton.edu/tarleton-app
- 2) Complete the General Scholarship Application
choose.tarleton.edu/scholarship-app
- 3) Submit SAT/ACT scores

Awards will be divided between fall and spring semesters based on full-time enrollment and be renewable for up to 4 years with satisfactory academic progress.

Is your school a Tarleton Distinguished High School Partner?
Students graduating from a Distinguished High School partner school are given enhanced guaranteed scholarship amounts between \$1,000 and \$5,000. View partner list and enhanced scholarship award amounts here:
choose.tarleton.edu/high-school-partner

FOR MORE INFORMATION
CHOOSE.TARLETON.EDU/GUARANTEED-SCHOLARSHIP

- Top 50% guaranteed \$1,000-\$5,000 scholarship
- Renews annually for 4 years with satisfactory academic progress



PARTNERSHIPS

- Tarleton State University Distinguished High School Partnership
- Eagle Advantage Partnership with the University of North Texas
- Pioneer Promise with Texas Woman's University





Any Questions?



LAKE DALLAS
Independent School District

Strategic Plan- Parents & Families/Community Engagement



Presenter: Dr. Shorr Heathcote

Event: November Regular Board Meeting

Date: November 14, 2022

STRATEGIC PLAN PROCESS

- Strategic Plan Involvement & Feedback
 - Spring 2022
 - Community Committee
 - Senior Leadership
 - Campus Listening & Learning Tour
 - Community/Stakeholder Survey
 - Over 2,000 responses



BALANCED SCORECARD

- Belief Statements
 - 8 belief statements
 - Students, Parents/Families, Faculty/Staff, Campus Leadership, District Leadership, & the School Board
- Mission, Vision & Slogan
 - Created a new mission statement
 - In Lake Dallas ISD, we inspire, educate, & empower our students.
 - Reaffirmed the Vision & Slogan
 - Small School Atmosphere, Big School Opportunities
 - Falcons First
- 4 Priorities
 - Student Success, Faculty & Staff Engagement, Parent & Family/Community Support, & Efficient Operations
- Objectives
 - Objectives were established for each of the 4 priorities



STRATEGIC PLAN BOARD UPDATES

Strategic Plan Board Updates	Presentation Priorities & Objectives
September 2022	Student Success
October 2022	Faculty & Staff Engagement
November 2022	Parent & Family/Community Support
December 2022	Efficient Operations
January 2023	Student Success
February 2023	Faculty & Staff Engagement
March 2023	Parent & Family/Community Support
April 2023	Efficient Operations





Strategic

PLAN BALANCED SCORECARD

WE BELIEVE

- **Students** are growth-minded leaders who are active and respected members of the Falcon Family.
- **Parents and families** are involved and engaged members of the Falcon Family through collaborative two-way communication.
- **Faculty and staff** value collaboration and communication to develop lifelong Falcon Learners.
- **Campus leaders and principals** develop campus and faculty staff through professional development and consistent two-way communication to prepare our Falcons for the future.
- **The Superintendent and central office** motivate and develop faculty and staff to meet the academic needs of all Falcons.
- **The School Board** is a unified team of 8 that functions as a fiscally responsible team that is involved and transparent in their support of the Falcon Family.



STUDENT SUCCESS

- 1.1** Yearly Student Academic Growth
1.2 Student Engagement & Culture
1.3 Students are Responsible, Contributing Community Members



FACULTY & STAFF ENGAGEMENT

- 2.1** Faculty/Staff Recruitment & Retention
2.2 Faculty/Staff Professional Development
2.3 Faculty/Staff Engagement & Culture



PARENT & FAMILY/ COMMUNITY SUPPORT

- 3.1** Parent & Family/Community Communication
3.2 Parent & Family/Community Engagement



EFFICIENT OPERATIONS

- 4.1** Ensure Strong Financial Stewardship
4.2 Well-Maintained Facilities
4.3 Safe School Environment

PRIORITIES

OBJECTIVES

#FalconsFirst

Vision: *Small School Atmosphere, Big School Opportunities*

Mission: *In Lake Dallas ISD, we inspire, educate, & empower our students.*

3.1 Parent & Family/Community Communication

- Rockwood Remarks
- Campus Newsletters
- Board Meeting Recaps
- Social Media Presence
- District Monthly Newsletter
- Parent Hub



3.1 Parent & Family/Community Communication

ROCKWOOD REMARKS

LDHS Weekly Update

OCTOBER 24-29

PRINCIPAL'S MESSAGE

Happy Sunday Falcons-

Wow! Between athletics, band, and FFA our Falcons were on the move this weekend. I always love to see our students participating at high levels and enjoying the great opportunities we have here at LDHS. Plus the opportunities for our admin team to get out and make connections with parents always reminds me what a supportive community we have here in LDISD. Thanks to our students, parents, and community for always partnering with us on our adventures.

Shady Shores Elementary School

October 14, 2022

OCTOBER 2022

LAKE DALLAS INDEPENDENT SCHOOL DISTRICT
#FalconsFirst

BOARD RECAP

ACTION ITEMS

- Christi Collongore, Chief Academic Officer, and campus principals presented the District Improvement Plan (DIP) and Campus Improvement Plans (CIP). All plans were approved by the Board. Video timestamp 0:54:36.
- Dr. Shorr Heathcote, Chief Administrative Officer, presented the district's official symbols, colors, mascot, school song, and fight song for approval. The Board approved these items establishing the district's brand. Video timestamp 1:40:32.

INFORMATION ITEMS

- Karla Langhurn, Executive Director of Human Resources, showcased the district's priority of faculty and staff engagement. Video timestamp 1:51:53.

FUTURE ITEMS

STUDENT REPORT

At tonight's Board meeting, ten incredible 5th graders from Shady Shores said our Pledges of Allegiance and shared about their student-run assemblies. These students are members of the leadership assembly team.

Pledges of Allegiance video timestamp 0:34:00.
Student report video timestamp 0:35:09.

STUDENT RECOGNITION

Lake Dallas High School's Junhui Gao and Levi Koele were recognized by the Board for being named National Merit Semifinalists. Congrats to Junhui and Levi for this achievement.

Student Recognition video timestamp 0:35:09.

RESOURCES

PRESENTATION VIDEO

Your one-stop-shop for all your district needs!
www.ldisd.net/ParentHUB

October 28, 2022

FALCON FAMILY NEWS
Inspire • Educate • Empower

DISTRICT NEWS

National Principal Month

NAME THAT PRINCIPAL

National Principals Month honors principals for their significant impact on the success and well-being of our nation's students. Join us as we celebrate all principals throughout October.

State Fair of Texas Ag Competition Results

Lake Dallas ISD

👉 We stand UNITED against bullying!!! Thank you to everyone who participated in Unity Day yesterday. 🍊 ORANGE you glad you did! #UnityDay #unityday2022 #FalconsFirst

Lake Dallas ISD

Last Friday's football game was full of fun and LOTS of pink! 🌸 Check out some pictures of the night. Thanks to all who participated. #FalconsFirst

Photo credit: Lake Dallas High School Senior Kylie Gauthier and Junior Maddie McKaig; Abby White (Yearbook Teacher)

+70



3.2 Parent & Family/Community Engagement

- District Committees
- Booster Clubs
- PTA/PTO
- Lake Cities Chamber of Commerce
- Communities in Schools
- Tarleton University Distinguished High School Partnership



3.2 Parent & Family/Community Engagement



NEXT STEPS

Strategic Plan Board Updates	Presentation Priorities & Objectives
September 2022	Student Success
October 2022	Faculty & Staff Engagement
November 2022	Parent & Family/Community Support
December 2022	Efficient Operations
January 2023	Student Success
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March 2023	Parent & Family/Community Support
April 2023	Efficient Operations





Any Questions?



LAKE DALLAS
Independent School District

Texas Association of School Boards (TASB) Policy Review



Presenter: Dr. Shorr Heathcote

Event: November 2022 Board Meeting

Date: November 14, 2022

LEGAL & LOCAL POLICY

- Legal Policy
 - State law
- Local Policy
 - LDISD Board of Trustees Reviews and Adopts changes to Local Policy



POLICY REVIEW

- Comprehensive review of the district's local policies
- Thorough review and audit of current policies
- Recommended every 5-7 years
- Ensure practice is aligned with policy



5 PROPOSED NEW POLICIES

- 5 new policies:
 - AE (LOCAL)
 - AF (LOCAL)
 - CFB (LOCAL)
 - DCA (LOCAL)
 - EEB (LOCAL)



6 PROPOSED POLICIES TO REMOVE

- 6 proposed policies to remove:
 - CCA (LOCAL)
 - CN (LOCAL)
 - FEE (LOCAL)
 - FEF (LOCAL)
 - FMD (LOCAL)
 - GNC (LOCAL)



PROPOSED POLICY REVISIONS

- BBB (LOCAL)
- BBD (LOCAL)
- BDAA (LOCAL)
- BE (LOCAL)
- BF (LOCAL)
- BQA (LOCAL)
- BQB (LOCAL)
- CB (LOCAL)
- CH (LOCAL)
- COA (LOCAL)
- CV (LOCAL)
- DBA(LOCAL)
- DCB (LOCAL)
- DED (LOCAL)
- DFE (LOCAL)
- DHE (LOCAL)
- DK (LOCAL)
- DNA (LOCAL)
- EB (LOCAL)
- EHBAF (LOCAL)
- EI (LOCAL)
- FDA (LOCAL)
- FDB (LOCAL)
- FEC (LOCAL)
- FFA (LOCAL)
- FFAC(LOCAL)
- FL (LOCAL)
- FO (LOCAL)



NEXT STEPS

- Annotated local policy revisions
- Cover page with an overview of the proposed revisions
- December 2022 - review any questions about proposed revisions





Any Questions?



LAKE DALLAS
Independent School District



Policy	Recommended Action	Overview
AE(LOCAL)	ADD	New local policy. Adds the mission and vision to policy.
AF(LOCAL)	ADD	New local policy. Adds a link for the District of Innovation Plan.
BBB(LOCAL)	REVISE	Addresses Board Member elections; removes old dates and adds new dates.
BBD(LOCAL)	REVISE	Changes the public information officer from the Superintendent to the Chief Administrative Officer.
BDAA(LOCAL)	REVISE	Revises how Board Officers are determined in the event of a vacancy; removes the authorized signatures language.
BE(LOCAL)	REVISE	Revises when the deadline is for submitting agenda items.
BF(LOCAL)	REVISE	Revises how local policy is adopted. Allows for local policy to be adopted in one meeting instead of two.
BQA(LOCAL)	REVISE	Revises language to align expectations and membership within the District Educational Improvement Committee.
BQB(LOCAL)	REVISE	Revises language to align expectations and membership within the campus-level committees.
CB(LOCAL)	REVISE	Adds a Board information item for federal awards; adds language for the Superintendent to approve the grant and award plans.
CCA(LOCAL)	DELETE	This policy is no longer required.
CFB(LOCAL)	ADD	New local policy. Classifies capital assets at \$5,000.
CH(LOCAL)	REVISE	Changes purchasing authority from \$50,000 or more to \$75,000 or more for Board approval.
CN(LOCAL)	DELETE	This policy is no longer required.
COA(LOCAL)	REVISE	Removes Superintendent and adds Deputy Superintendent to oversee the use of federal child nutrition funds and geographic preference for procuring items.
CV(LOCAL)	REVISE	Revises language on construction contracts. Removes "Board delegates to the Superintendent..." and adds, "...the Superintendent shall recommend..."

DBA(LOCAL)	REVISE	Adds language from the District of Innovation Plan on State Teacher Certification.
DCA(LOCAL)	ADD	New local policy. Adds language from the District of Innovation Plan in regards to Maximum Probationary Contract Period.
DCB(LOCAL)	REVISE	Removes "No Certification Required" section.
DED(LOCAL)	REVISE	Adds language on paid holidays.
DFE(LOCAL)	REVISE	Adds Executive Director of Human Resources to accept resignations.
DHE(LOCAL)	REVISE	Revises Transportation Employee Standards of Conduct. Adds: Federally Required DOT Testing Program, Drug-Related Violations, Alcohol Results, Reasonable Suspicion DOT Testing, and District-Imposed Consequences.
DK(LOCAL)	REVISE	Adds District of Innovation Plan language on SBEC exemptions.
DNA(LOCAL)	REVISE	Adds language from the District of Innovation plan regarding state-mandated assessment scores being used as an evaluative measure on TTESS.
EB(LOCAL)	REVISE	Adds language from the District of Innovation Plan regarding the school start date.
EEB(LOCAL)	ADD	Adds a link to the District of Innovation Plan, but does not change the content of the local policy in regards to class size.
EHBAF(LOCAL)	REVISE	Adds appropriate personnel that can review special education video recordings.
EI(LOCAL)	REVISE	Changes policy to reflect current practice; certificates of coursework completion are not issued to students who fail to meet all state and local requirements.
FDA(LOCAL)	REVISE	Adds a link to the District of Innovation Plan; revises language for transfer agreements.
FDB(LOCAL)	REVISE	Adds language that states the District will transport K-5th grade students enrolled in the bilingual program.
FEC(LOCAL)	REVISE	Adds a link to the District of Innovation Plan and language from the plan in regards to student attendance.
FEE(LOCAL)	DELETE	This information belongs in the student handbook and not

		policy.
FEF(LOCAL)	DELETE	This policy is no longer required.
FFA(LOCAL)	REVISE	Removes requirements for after hours food guidelines, reduces language on physical activity, reduces language on school-based activities, and changes District SHAC Coordinator to Chief Administrative Officer for the person overseeing implementation of the policy.
FFAC(LOCAL)	REVISE	Adds language on Medication Provided by the District which includes non-prescription medication through the athletic program and information on epinephrine.
FL(LOCAL)	REVISE	Changes Director of Special Education to Direct or Special Programs; revises directory information for school-sponsored purposes.
FMD(LOCAL)	DELETE	This policy is no longer required.
FO(LOCAL)	REVISE	Removes corporal punishment from policy; adds language from the District of Innovation Plan regarding the campus behavior coordinator.
GNC(LOCAL)	DELETE	This policy is no longer required.

Lake Dallas ISD
061912

EDUCATIONAL PHILOSOPHY

AE
(LOCAL

ADD POLICY

Mission Statement In Lake Dallas ISD, we inspire, educate, and empower our students.

Vision Statement Small School Atmosphere, Big School Opportunities

ADD POLICY

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

¹ Innovation Plan: <https://www.ldisd.net/>

PROPOSED REVISIONS

Membership	The Board shall consist of seven members.
Method of Election	Election of Board members shall be by place.
Election Date	General election of Board members shall be on the May uniform election date.
Terms and Election Schedule	Board members shall be elected for three-year terms, with elections conducted annually, as follows:
Places 1 and 2	The election for places 1 and 2 shall be held in 2018, 2021 , 2024, 2027, 2030 , and in three-year intervals thereafter.
Places 3, 4, and 7	The election for places 3, 4, and 7 shall be held in 2019, 2022 , 2025, 2028, 2031 , and in three-year intervals thereafter.
Places 5 and 6	The election for places 5 and 6 shall be held in 2020 , 2023, 2026, 2029 , and in three-year intervals thereafter.
Method of Voting	To be elected, a candidate must receive more votes than any other candidate for the place.
Plurality	

PROPOSED REVISIONS

**Public Information
Coordinator**

The ~~Superintendent~~ chief administrative officer 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]

**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.

PROPOSED REVISIONS

Board Officers	The Board shall elect a President, a Vice President, and a Secretary who shall be members of the Board. The Board may assign a District employee to provide clerical assistance to the Board. Officers shall be elected by majority vote of the members present and voting.
Vacancy	A vacancy among officers of the Board, other than the President, shall be filled by majority action of the Board.
Term and Duties	Board officers shall serve for a term of one year or until a successor is elected. Officers may succeed themselves in office. Each officer shall perform any legal duties of the office and other duties as required by action of the Board.
President	In addition to the duties required by law, the President of the Board shall: <ol style="list-style-type: none">1. Preside at all Board meetings unless unable to attend.2. Have the right to discuss, make motions and resolutions, and vote on all matters coming before the Board.
Vice President	The Vice President of the Board shall: <ol style="list-style-type: none">1. Act in the capacity and perform the duties of the President of the Board in the event of the absence or incapacity of the President.2. Automatically become Become President of only upon being elected to the Board if a vacancy in that office occurs position.
Secretary	The Secretary of the Board shall: <ol style="list-style-type: none">1. Ensure that an accurate record is kept of the proceedings of each Board meeting.2. Ensure that notices of Board meetings are posted and sent as required by law.3. In the absence of the President and Vice President, call the meeting to order and act as presiding officer.4. Sign Sign or countersign documents as directed by action of the Board.
Authorized Signatures	Vouchers and legal documents drawn on the District shall be signed by any two of the three elected officers of the Board; President, Vice President, or Secretary.

PROPOSED REVISIONS

Meeting Place and Time	The notice for a Board meeting shall reflect the date, time, and location of the meeting.
Regular Meetings	Regular meetings of the Board shall normally be held on the third Monday of each month at 5:30 p.m. When determined necessary and for the convenience of Board members, the Board President may change the date, time, or location of a regular meeting with proper notice.
Special or Emergency Meetings	<p>The Board President shall call special meetings at the Board President's discretion or on request by two members of the Board.</p> <p>The Board President shall call an emergency meeting when it is determined by the Board President or two members of the Board that an emergency or urgent public necessity, as defined by law, warrants the meeting.</p>
Agenda	The deadline for submitting items for inclusion on the agenda is the fifth third calendar day before regular meetings and the third calendar day before special meetings.
Deadline	
Preparation	<p>In consultation with the Board President, the Superintendent shall prepare the agenda for all Board meetings. On the written request of at least two Board members for a subject to be included on the agenda of a meeting, the Superintendent shall include on the preliminary agenda of the meeting all topics that have been timely submitted by Board members.</p> <p>Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the Board President's approval. In reviewing the preliminary agenda, the Board President shall ensure that any topics the Board or at least two Board members have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future. The Board President shall not have authority to remove from the agenda a subject requested by at least two Board members without the specific authorization of the Board members.</p>
Notice to Members	Members of the Board shall be given notice of regular and special meetings at least 72 hours prior to the scheduled time of the meeting and at least one hour prior to the time of an emergency meeting.
Closed Meeting	Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, in accordance with law.

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

Order of Business

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

Rules of Order

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

Voting

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

Consent Agenda

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

Minutes

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

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

Discussions and Limitation

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

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

Lake Dallas ISD
061912

BOARD MEETINGS

BE
(LOCAL)

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

PROPOSED REVISIONS

Within the context of current law, the District shall be guided by Board-adopted written policies that are given appropriate distribution and are accessible to staff members, parents, students, and community residents.

Organization

Legally referenced policies contain provisions from federal and state statutes and regulations, case law, and other legal authority that together form the framework for local decision making and implementation. These policies are binding on the District until the cited provisions are repealed, revised, or superseded by legislative, regulatory, or judicial action.

Legally referenced policies are not adopted by the Board.

At each policy code the legally referenced policy and the Board-adopted local policy must be read together to further a full understanding of a topic.

Terms

The terms "Trustee" and "Board member" are used interchangeably in the local policy manual. Both terms are intended to reflect all the duties and obligations of the office.

[See AB for District name terminology.]

Harmony with Law

Newly enacted law is applicable when effective. No policy or regulation, or any portion thereof, shall be operative if it is found to be in conflict with applicable law.

Severability

If any portion of a policy or its application to any person or circumstance is found to be invalid, that invalidity shall not affect other provisions or applications of policy that can be given effect without the invalid provision or application; and to this end the provisions of this policy manual are declared to be severable.

Policy Development

Policies and policy amendments may be initiated by the Superintendent, Board members, school personnel, or community citizens, but generally shall be recommended for the Board's consideration by the Superintendent.

Official Policy Manual

The Board shall designate one copy of the local policy manual as the official policy manual of the District. The official copy shall be kept in the central administration office, and the Superintendent shall be responsible for its accuracy and integrity and shall maintain a historical record of the District's policy manual.

Adoption and Amendment

~~Proposed local~~Local policies **may be adopted** or ~~amendments introduced and recommended to~~**amended by a majority of the** Board at ~~one-any regular or special~~ meeting ~~shall not be adopted~~

~~until a subsequent~~, provided that Board members have had advance written notice of the proposed change and that it has been placed on the agenda for such meeting. ~~Emergency adoption, however, may occur in one meeting if special circumstances demand an immediate response.~~

Local policies become effective upon Board adoption or at a future date designated by the Board at the time of adoption.

TASB Localized
Updates

After Board review of legally referenced policies and adoption of local policies, the new material shall be incorporated into the official policy manual and into other localized policy manuals maintained by the District. If discrepancies occur between different copies of the manual, the version contained in the official policy manual shall be regarded as authoritative.

PROPOSED REVISIONS

District-Level Committee	<p>In compliance with law, the District shall establish a District-level committee to advise the Board or its designee in establishing and reviewing the District improvement plan [see BQ], as well as the District's educational goals, performance objectives, and major District-wide classroom instructional programs.</p> <p>The Superintendent shall serve as the Board's designee and shall regularly consult with the committee.</p>
Meetings	<p>The chairperson of the committee shall set its agenda and shall schedule at least two meetings per year, including the public meeting required by law.</p>
Communications	<p>The Superintendent shall ensure that the District-level committee establishes communication strategies to periodically obtain broad-based community, parent, and staff input and provide information to those persons regarding the recommendations of the committee.</p>
Composition	<p>The committee shall be composed of members who shall represent campus-based professional staff, District-level professional staff, parents, businesses, and the community. When practicable, professional staff representation shall include a representative with the primary responsibility for educating students with disabilities. For purposes of this policy, District-level professional staff shall be defined as professionals who have responsibilities at more than one campus, including, but not limited to, central office staff.</p> <p>Parent, community member, and business representatives shall be selected in accordance with this policy and administrative regulations.</p>
<i>Parents</i>	<p>The committee shall include at least two parents of students currently enrolled in the District. The Superintendent shall, through various channels, inform all parents of District students about the committee's duties and composition and shall solicit volunteers.</p>
<i>Community Members</i>	<p>The committee shall include at least two community members selected by a process that provides for adequate representation of the community's diversity. The Superintendent shall use several methods of communication to ensure that community residents are informed of the committee and are provided the opportunity to participate and shall solicit volunteers. Community representatives must reside in the District.</p>
<i>Business Representatives</i>	<p>The committee shall include at least two business representatives selected by a process that provides for adequate representation of the community's diversity. The Superintendent shall use several</p>

PLANNING AND DECISION-MAKING PROCESS
DISTRICT-LEVEL

BQA
(LOCAL)

methods of communication to ensure that area businesses are informed of the committee and are provided the opportunity to participate and shall solicit volunteers. Business representatives need not reside in nor operate businesses in the District.

**Professional Staff
Elections**

Professional staff representatives shall be nominated and elected in accordance with this policy and administrative regulations.

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

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

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

An employee's affiliation or lack of affiliation with any organization or association shall not be a factor in either the nomination or election of the employee to the committee. [See DGA]

A nominee must consent before the person's name may appear on a ballot. Election of the committee shall be held at a time determined by the Board or its designee.

Terms

All representatives shall serve one-year terms and shall not be limited as to the number of consecutive terms they may serve on the committee.

Vacancy

A vacancy during a term shall be filled for the remainder of the term by election or selection as appropriate for the category.

PROPOSED REVISIONS

**Campus-Level
Committees**

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

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

Meetings

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

Communications

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

Composition

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

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

Parents

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

*Community
Members*

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

PLANNING AND DECISION-MAKING PROCESS
CAMPUS-LEVEL

BQB
(LOCAL)

<i>Business Representatives</i>	<p>The committee shall include at least two business representatives selected by a process that provides for adequate representation of the community's diversity. The principal shall use several methods of communication to ensure that area businesses are informed of the committee and are provided the opportunity to participate and shall solicit volunteers. Business representatives need not reside in nor operate businesses in the District.</p>
Professional Staff Elections	<p>Professional staff representatives shall be nominated and elected in accordance with this policy and administrative regulations.</p> <p>Classroom teacher representatives shall comprise at least two-thirds of the professional staff representation on the committee and shall be nominated and elected by classroom teachers assigned to the campus.</p> <p>At least one campus-based nonteaching professional representative shall be nominated and elected by nonteaching professional staff assigned to the campus.</p> <p>At least one District-level professional representative shall be nominated and elected by District-level professional staff.</p> <p>An employee's affiliation or lack of affiliation with any organization or association shall not be a factor in either the nomination or election of the employee to the committee. [See DGA]</p> <p>A nominee must consent before the person's name may appear on the ballot. Election of the committee shall be held at a time determined by the Board or its designee.</p>
Terms	<p>All representatives shall serve one-year terms and shall not be limited as to the number of consecutive terms they may serve on the committee.</p>
Vacancy	<p>A vacancy during a term shall be filled for the remainder of the term by election or selection as appropriate for the category.</p>

PROPOSED REVISIONS

Grants and Awards

The Superintendent shall be authorized to:0)

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

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

[See CAA, CBB]

Federal Awards

Public Notice and Input

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

Plan Approval

Approval of required grant and award plans shall be by the Superintendent.

Conflict of Interest

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

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

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

STATE AND FEDERAL REVENUE SOURCES

CB
(LOCAL)

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

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

Gifts and Gratuities

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

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

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

DELETE POLICY

Purpose	The Superintendent or designee shall develop administrative regulations to address the District's debt management. The regulations shall establish well-defined guidelines for the issuance and management of debt that is payable from the interest and sinking fund.
Objective	Debt management procedures shall incorporate prudent debt management practices that: <ol style="list-style-type: none">1. Maintain the District's financial stability;2. Provide debt management flexibility;3. Preserve public trust;4. Minimize costs to taxpayers;5. Minimize borrowing costs;6. Preserve access to capital markets; and7. Demonstrate administrative oversight of debt programs to credit rating agencies and taxpayers.
Guidelines	0. Debt management procedures shall include guidelines for the use, management, and issuance of debt obligations, including but not limited to: <ol style="list-style-type: none">1. Allowable purposes for the issuance of debt;2. Repayment of debt obligations;3. Composition of debt portfolio and debt strategies;4. Refunding debt obligations;5. Methods of sale the District may use;6. Credit ratings and use of credit enhancement;7. Selection of consultants, underwriters and remarketing agents;8. Investment of debt proceeds;9. Compliance with federal arbitrage rebate regulations; and10. Compliance with continuing disclosure requirements.
Compliance with Law and Sound Management Requirements	The District shall structure and manage its debt in compliance with all federal, state and local requirements and manage its debt in compliance with governmental and industry recommended debt management practices.

Lake Dallas ISD
061912

ACCOUNTING
INVENTORIES

CFB
(LOCAL)

ADD POLICY

**Capitalization
Threshold**

The capitalization threshold for purposes of classifying capital assets shall be \$5,000.

PROPOSED REVISIONS

Purchasing Authority	<p>The Board delegates to the Superintendent the authority to make budgeted purchases for goods or services. However, any single, budgeted purchase of goods or services that costs \$50,00075,000 or more, regardless of whether the goods or services are competitively purchased, shall require Board approval before a transaction may take place.</p>
Exception for Emergency Contracts	<p>In the event of a catastrophe, emergency, or natural disaster affecting the District, the Board delegates to the Superintendent the authority to contract for the replacement, construction, or repair of school equipment or facilities in accordance with law, if emergency replacement, construction, or repair is necessary for the health and safety of District students and staff. The Superintendent shall report to the Board at the next regular meeting any contract made under this authority. [See Disaster Exception, CH(LEGAL)]</p> <p>The delegation regarding emergency contracts does not waive competitive purchasing requirements under Education Code Chapter 44. Only the Board is authorized to waive competitive purchasing requirements under limited circumstances in accordance with Education Code 44.031(h). [See Emergency Damage or Destruction, CH(LEGAL)]</p>
Purchasing Procedures	<p>The Superintendent shall develop purchasing procedures to implement the requirements of state and federal law. [See also CB, CBB, CH(LEGAL), and COA]</p>
Purchasing Method	<p>The Board delegates to the Superintendent the authority to determine the method of purchasing in accordance with CH(LEGAL) or CBB(LEGAL), as appropriate.</p>
<i>Competitive Bidding</i>	<p>If competitive bidding is chosen as the purchasing method, the Superintendent shall prepare bid specifications. All bids shall be in accordance with administrative regulations, and the submission of any electronic bids shall also be in accordance with Board-adopted rules. All bidders shall be invited to attend the bid opening. Any bid may be withdrawn prior to the scheduled time for opening. Bids received after the specified time shall not be considered.</p> <p>The District may reject any and all bids in accordance with state or federal law, as applicable.</p>
<i>Competitive Sealed Proposals</i>	<p>If competitive sealed proposals are chosen as the purchasing method, the Superintendent shall prepare the request for proposals and/or specifications for items to be purchased. All proposals shall be in accordance with administrative regulations, and the submission of any electronic proposals shall also be in accordance with Board-adopted rules. Proposals received after the specified time</p>

PURCHASING AND ACQUISITION

CH
(LOCAL)

shall not be considered. Proposals shall be opened at the time specified, and all proposers shall be invited to attend the proposal opening. Proposals may be withdrawn prior to the scheduled time of opening. Changes in the content of a proposal, and in prices, may be negotiated after proposals are opened.

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

Electronic Bids or Proposals

Bids or proposals that the District has chosen to accept through electronic transmission shall be administered in accordance with Board-adopted rules. Such rules shall safeguard the integrity of the competitive procurement process; ensure the identification, security, and confidentiality of electronic bids or proposals; and ensure that the electronic bids or proposals remain effectively unopened until the proper time.

Responsibility for Debts

The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with the adopted budget, state law, Board policy, and the District's purchasing procedures. [See CE] The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. Persons making unauthorized purchases shall assume full responsibility for all such debts.

Purchase Commitments

All purchase commitments shall be made by the Superintendent in accordance with administrative procedures, including the District's purchasing procedures.

Personal Purchases

District employees shall not be permitted to make purchases for personal use through the District's business office.

DELETE POLICY

The transportation system of the District shall be under the general supervision of the Superintendent. In administering the operation of the transportation system, the Superintendent may delegate certain responsibilities to others. The transportation system shall be carefully planned and efficiently administered. The Superintendent shall develop more detailed procedures giving direction to the transportation operation in the following areas:

1. School bus needs on a long-range basis.
2. Finance plan.
3. Personnel management.
4. The bus route system.
5. Conduct of students on buses.
6. Extracurricular use of buses.
7. School bus operations.
8. School bus care and maintenance.

0. Periodic reports shall be made to the Board concerning the operation of the transportation services in the District.

PROPOSED REVISIONS

Procurement

The ~~Superintendent~~ **deputy superintendent** shall oversee the use of federal child nutrition funds to procure appropriate goods and services necessary for providing food service to students and shall develop and enforce financial management systems, internal control procedures, procurement procedures, and other administrative procedures as needed to comply with all state and federal requirements for use of these funds.

[See CO(LEGAL) and COA(LEGAL)]

Geographic Preference

The Board delegates to the ~~Superintendent~~ **deputy superintendent** the authority to determine whether the District will apply a geographic preference when procuring unprocessed, locally grown or locally raised agricultural products and to:

1. Specify the types of products for which any geographic preference will be applied; and
2. Define the geographic area to be preferred for each applicable product.

PROPOSED REVISIONS

Compliance with Law

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

Construction Contracts

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

For construction contracts valued at or above ~~\$50,000~~ **\$75,000**, the Superintendent shall submit the resulting contract to the Board for approval. Lesser expenditures for construction and construction-related materials or services shall be at the discretion of the Superintendent and consistent with law and policy. [See also CH and CBB(LLEGAL)]

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

Change Orders

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

Project Administration

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

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

Final Payment

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

PROPOSED REVISIONS

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

- Updating Credentials** All employees who have earned certificates, endorsements, or degrees of higher rank since the previous school year shall file with the District:0)
1. An official college transcript showing the highest degree earned and date conferred.
 2. Proof of the certificate or endorsement.
- Contract Personnel** The Superintendent or designee shall ensure that contract personnel possess valid credentials before issuing contracts.
- State Teacher Certification** **In accordance with the District's innovation plan, the District shall be exempt from the state law that generally requires school districts to hire teachers who are certified by the State Board for Educator Certification. State certification shall not be required for teachers of career and technical education (CTE) courses, languages other than English courses, dual credit courses, science, technology, engineering, arts, and mathematics (STEAM) courses, and hard to fill courses. All other teaching assignments shall require certification in accordance with state law. [See DK]**
- Social Security Number** The District shall not use an employee's social security number as an employee identifier, except for tax purposes [see DC]. In accordance with law, the District shall keep an employee's social security number confidential.

¹ Innovation Plan: <https://www.ldisd.net/>

ADD POLICY

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

**Maximum
Probationary
Contract Period**

In accordance with the District's innovation plan, the District shall be exempt from state law regarding the maximum length of time an experienced teacher may be employed on a probationary contract. At the recommendation of the Superintendent, a probationary contract may be renewed additional one-year period for a person who has been employed as a teacher in public education for at least five of the eight years preceding employment by the District.

¹ Innovation Plan: <https://www.ldisd.net/>

PROPOSED REVISIONS

Contracts Required by Law

After any applicable probationary contract period required by the District, term contracts governed by Chapter 21 of the Education Code (educator term contracts) shall be provided to:

1. Any employee in positions required by statute to receive such contracts, including SBEC-certified employees serving full-time as principals, assistant principals, teachers, school counselors, diagnosticians, librarians, and athletic directors;
2. Full-time professional employees in other positions for which the District requires current SBEC certifications; and
3. Full-time nurses.

No Certification Required

~~Educator term contracts shall also be provided for the following positions for which neither SBEC nor the District requires current SBEC certification: deputy superintendent, chief financial officer, assistant director of transportation, and directors of accounting, communications, special education, technology, facilities, and food services.~~

PROPOSED REVISIONS

Vacation Days

Eligible employees in positions normally requiring 12 months **and/or 260 days** of service annually shall receive paid vacation days in accordance with administrative regulations that address the following:0)

1. Eligibility criteria;
2. Accrual rates and availability;
3. Request and approval processes;
4. Accumulation and carryover limits; and
5. Treatment of vacation days upon separation from service.

Holidays

Eligible employees in positions normally requiring at least 260 days of service annually shall receive paid holidays in accordance with the employee's duty schedule and administrative regulations.

[See DEAB for overtime pay provisions.]

PROPOSED REVISIONS

**General
Requirements**

All resignations shall be submitted in writing to the Superintendent or other person designated by Board action in accordance with this policy. The employee shall give reasonable notice and shall include in the letter a statement of the reasons for resigning. A prepaid certified or registered letter of resignation shall be considered submitted upon mailing.

At-Will Employees

The Superintendent shall be authorized to accept the resignation of an at-will employee at any time. The Superintendent may delegate to other administrators the authority to accept a resignation of an at-will employee.

Contract Employees

The Superintendent, **executive director of human resources**, or other person designated by Board action shall be authorized to receive a contract employee's resignation effective at the end of the school year or submitted after the last day of the school year and before the penalty-free resignation date. If an employee provides a resignation to a supervisor who has not been designated by the Board to accept resignations, the supervisor shall instruct the employee to submit the resignation to the Superintendent **executive director of human resources**, or other person designated by Board action. The resignation requires no further action by the District and is accepted upon receipt by the Superintendent, **executive director of human resources**, or other person designated by Board action.

The Superintendent, the executive director of human resources, or other person designated by Board action shall be authorized to accept a contract employee's resignation submitted or effective at any other time. If an employee provides a resignation to a supervisor who has not been designated by the Board to accept resignations, the supervisor shall instruct the employee to submit the resignation to the Superintendent, **executive director of human resources**, or other person designated by Board action. The Superintendent, **executive director of human resources**, or other person designated by Board action shall either accept the resignation or submit the matter to the Board in order to pursue sanctions allowed by law.

**Withdrawal of
Resignation**

Once submitted and accepted, the resignation of a contract employee may not be withdrawn without consent of the Board.

PROPOSED REVISIONS

**Reasonable
Suspicion Searches**

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

**Reasonable
Suspicion Testing**

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

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

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

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

**Federally Required
DOT Testing
Program**

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

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

**Drug-Related
Violations**

The following constitute drug-related violations under the DOT rules:0)

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

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

**Alcohol Results
Between 0.02 and
0.04**

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

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

**Reasonable
Suspicion DOT
Testing**

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

The observations may include indication of the chronic and withdrawal effects of controlled substances. Within 24 hours of the observed behavior, the supervisor shall provide a signed, written record documenting the observations leading to a controlled substance reasonable suspicion test.

**District-Imposed
Consequences**

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

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

PROPOSED REVISIONS

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

Superintendent's Authority

All personnel are employed subject to assignment and reassignment by the Superintendent or designee when the Superintendent determines that the assignment or reassignment is in the best interest of the District. Reassignment shall be defined as a transfer to another position, department, or facility that does not necessitate a change in the employment contract of a contract employee. Any change in an employee's contract shall be in accordance with policy DC.

Any employee may request reassignment within the District to another position for which he or she is qualified.

Campus Assignments

The principal's criteria for approval of campus assignments and reassignments shall be consistent with District policy regarding equal opportunity employment, and with staffing patterns approved in the District and campus plans. [See BQ series] In exercising their authority to approve assignments and reassignments, principals shall work cooperatively with the central office staff to ensure the efficient operation of the District as a whole.

In accordance with the District's local innovation plan exemption regarding SBEC certification [see DBA], the Superintendent shall have the authority to approve a request by the principal for a qualified individual with experience in a career and technical education (CTE) field to teach a CTE course. A qualified individual may also teach languages of than English (LOTE), dual credit, science, technology, engineering, arts, and mathematics (STEAM) courses, and hard to fill courses. All other teaching assignments shall require certification in accordance with state law. [See DBA]

Supplemental Duties

Noncontractual supplemental duties for which supplemental pay is received may be discontinued by either party at any time. An employee who wishes to relinquish a paid supplemental duty may do so by notifying the Superintendent or designee in writing. Paid supplemental duties are not part of the District's contractual obligation to the employee, and an employee shall hold no expectation of continuing assignment to any paid supplemental duty.

Work Calendars and Schedules

Subject to the Board-adopted budget and compensation plan and in harmony with employment contracts, the Superintendent shall determine required work calendars for all employees. [See DC, EB]

Daily time schedules for all employees shall be determined by the Superintendent or designee and principals.

¹ Innovation Plan: <https://www.ldisd.net/>

PROPOSED REVISIONS

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

T-TESS

The District shall appraise teachers using the Texas Teacher Evaluation and Support System (T-TESS) in accordance with law and administrative regulations.

The Board shall approve a list of certified appraisers who can appraise a teacher in place of the teacher's supervisor.

In accordance with the District's innovation plan, the District shall be exempt from the provisions in state law requiring the use of state-mandated assessment scores as one of the evaluation measures for teachers.

Annual Appraisal

District teachers shall be appraised annually.

Exception

Teachers who are eligible for less frequent evaluations in accordance with law [see DNA(LEGAL)] and the local criteria established in this policy shall be appraised in accordance with the provisions below.

Less-Than-Annual *Eligibility*

In addition to meeting the eligibility requirements in state rules, to be eligible for less-than-annual evaluations under the T-TESS, a teacher shall:

1. Be employed on an educator term contract;
2. Hold SBEC certification;
3. Be assigned in his or her certification area;
4. Have been employed by the District for at least three years;
5. Have served in the current teaching assignment for at least two years;
6. Have served at the current campus for at least two years; and
7. Have been supervised by the current principal for at least two years.

Frequency

Eligible teachers shall be appraised every two years.

During any school year when a complete appraisal is not scheduled for an eligible teacher, either the teacher or the principal may require that an appraisal be conducted by providing written notice to the other party.

A teacher's supervisor shall have the authority to return a teacher to the traditional appraisal cycle as a result of performance deficiencies documented in accordance with state rule.

*Annual Review
Process*

In the years in which a T-TESS appraisal is not scheduled for an eligible teacher, the teacher shall participate in an annual review process that includes the elements listed in state rule.

The annual review process shall produce a written document to be presented to the teacher, signed by the teacher and supervisor, and maintained in the personnel file.

¹ Innovation Plan: <https://www.ldisd.net/>

PROPOSED REVISIONS

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

School Start Date

In accordance with the District's innovation plan, the District shall be exempt from the state law that generally prohibits instruction for students from beginning before the fourth Monday in August.

School Calendar

The Superintendent shall be authorized to approve variations from the Board-adopted school calendar, as necessary.

School Closure

The Board delegates to the Superintendent the authority to close schools for reasons of public health and safety.

¹ Innovation Plan: <https://www.ldisd.net/>

ADD POLICY

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

Class Size Ratio

In accordance with the District's innovation plan, the District is exempt from the state law that requires a district not to enroll more than 22 students in a prekindergarten–grade 4 class.

When enrollment reaches 24 students in a prekindergarten–grade 4 class, the Board shall be notified.

¹ Innovation Plan: <https://www.ldisd.net/>

PROPOSED REVISIONS

Note: Unless otherwise noted, the terms “video recording,” “video surveillance,” and “video monitoring” shall also include any associated audio recordings. In addition, the term “classroom” shall also include other special education settings subject to video and audio recording required by law.

To promote student safety, the District shall comply with requests for video and audio monitoring of certain self-contained special education classrooms as required by law. Regular or continual monitoring of video recordings shall be prohibited. Video recordings shall not be used for teacher evaluation or monitoring or for any purpose other than the promotion of student safety.

The Superintendent is responsible for coordinating the provision of equipment to campuses in compliance with the law.

The Superintendent shall ensure that administrative regulations are developed to implement this policy.

Requests

For Following Year

A parent of a student receiving special education services and whose placement for the following school year will be in a self-contained classroom eligible for video surveillance may request in writing that a video camera be placed in the classroom by the end of the current school year or by the tenth business day after the student’s admission, review, and dismissal (ARD) committee determines the student’s placement, whichever is later. If such a request is made, the campus shall begin operation of the camera by the deadlines in law.

For Current Year

Written requests from a parent, assistant principal, principal, staff member, or the Board shall be submitted and processed in accordance with the procedures in law.

Response

As required by law, the District shall provide a response to the requester not later than the seventh business day after receipt of the request.

Notice

Before a camera is activated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be conducted in the classroom.

Installation and Operation

The classroom subject to the request shall begin operation of video surveillance not later than the time frames required in law, except when the District is granted an extension of time.

When the District has installed video cameras in a classroom as required by law, the District shall operate the cameras during the instructional day at all times when one or more students are in the classroom. For purposes of this policy, the instructional day shall be defined as the portion of a school day during which instruction is taking place in the classroom.

For the school year in which a campus receives a request for video and audio surveillance, the campus shall continue to operate and maintain any video cameras placed in the classroom for as long as the classroom continues to satisfy the requirements in Education Code 29.022(a). However, the campus may discontinue operation of the video camera during the year if the requester withdraws the request in writing and no request is submitted to continue the surveillance. Before a camera is deactivated, the principal shall provide advance written notice to staff on the campus and to parents of the students assigned to or engaging in school activities in the classroom that video and audio surveillance will be discontinued in the classroom and of the opportunity to request continued video and audio surveillance.

Video cameras must be capable of recording video and audio of all areas of the classroom, including a room attached to the classroom used for time out as defined by law. No visual monitoring, other than incidental coverage, shall be conducted of the inside of a bathroom or other area used for changing a student's clothes.

The District shall post notice at the entrance to a classroom in which video cameras are placed stating that video and audio surveillance is conducted in that classroom.

Retention of Recordings

Video recordings shall be retained for at least three months after the date of the recording but may be retained for a longer period in accordance with the District's records management program, or as required by law. [See CPC]

Confidentiality of Recordings

Video recordings made in accordance with this policy shall be confidential and shall only be released or viewed by the individuals and in the limited circumstances permitted by law. The following individuals shall have authority to view video recordings to the extent permitted by the Family Educational Rights and Privacy Act (FERPA):0)

1. A District employee or a parent of a student who is involved in an alleged incident documented by a recording and reported to the District;
2. Appropriate Department of Family and Protective Services (DFPS) personnel as part of an investigation of alleged abuse or neglect of a child;

3. A peace officer, school nurse, District administrator trained in de-escalation and restraint techniques, or human resource staff member in response to a report of an alleged incident or an investigation of an employee or a report of alleged abuse committed by a student; and
4. Appropriate Texas Education Agency or State Board for Educator Certification personnel or their agents as part of an investigation.

For purposes of this policy, the term “human resource staff member” shall include the Superintendent, **director of technology**, a principal, an assistant principal or other campus administrator, **and** any supervisory position within the District’s human resources office, **and any supervisory position within the District’s special education department**. If an individual listed in items 2–4, above, believes that a recording shows a violation of District policy or campus procedures, the individual may allow access to the recording by appropriate legal and human resources personnel designated by the District for the purpose of determining whether a policy or procedure has been violated.

Any person who suspects that child abuse or neglect has occurred shall report this suspicion as required by law and District policy.
[See FFG]

Reporting an Incident

A person alleging that an incident, as defined by law, has occurred in a classroom in which video surveillance is conducted shall file a report on the form provided by the District with the principal as soon as possible after the person suspects the alleged incident. If possible, an incident report form shall be filed within 48 hours of the facts giving rise to the allegation. The principal shall promptly view, or direct an authorized individual to view, the video surveillance footage to identify the relevant portion of the recording. No later than ten District business days after the report is filed, the principal or designee shall respond by notifying the person whether the alleged incident was recorded in the District’s video surveillance footage and shall initiate other steps as required by law, District policy, or local procedures.

Complaints

Complaints related to video and audio recordings under this policy shall be filed in accordance with DGBA, FNG, or GF, as applicable. A complainant who is dissatisfied with the outcome of the District’s complaint process may appeal in writing to the commissioner of education in accordance with Education Code 7.057 and 19 Administrative Code 103.1303. A parent, staff member, or District administrator may request an expedited review in accordance with 19 Administrative Code 103.1303.

PROPOSED REVISIONS

**Certificate of
Coursework
Completion**

The District shall **not** issue a certificate of coursework completion to a student who ~~has successfully completed~~ **fails to meet all** state and local **credit** requirements for graduation ~~but has failed to meet all applicable state testing requirements~~. [See EIF, FMH]

Partial Credit

When a student earns a passing grade in only half of a course and the combined grade for both halves is lower than 70, the District shall award the student credit for the half with the passing grade.

PROPOSED REVISIONS

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

Authority	The Superintendent is authorized to accept or reject any transfer requests, provided that such action is without regard to race, religion, color, sex, disability, national origin, or ancestral language.
Resident Who Becomes a Nonresident	<p>A resident student who becomes a nonresident during the course of a grading period shall be permitted to continue for the remainder of that six-week grading period, provided there are no discipline, attendance, or transportation problems.</p> <p>When the student becomes a nonresident, the parent may submit an open enrollment transfer form. If the student meets the criteria established in administrative guidelines, the student may remain at the current campus until the end of the school year.</p>
Open Enrollment	Annually, the Superintendent may designate an open enrollment period that may be extended or reopened.
Transfer Request	<p>During this period each school year, a nonresident student, including the child of a nonresident District employee, may file an application for transfer with the Superintendent or designee. Transfers shall be granted for one regular school year at a time.</p> <p>An open enrollment transfer shall be approved by the campus principal and the Superintendent or designee. A transfer shall not be approved that would limit the educational opportunities of resident students.</p>
<i>Factors</i>	In approving transfers, the Superintendent or designee shall consider availability of space and instructional staff and the student's disciplinary history, attendance records, and academic records.
<i>Transfer Conference</i>	The accepting campus may require a conference with the parents and may request written acknowledgment of the criteria for admission as a transfer.
<i>Children of District Employees</i>	Children of nonresident District employees who are otherwise eligible for transfer under this policy shall have their applications considered first.
<i>Transfer Agreements</i>	A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulations of the District. Violation of the terms of the agreement may result in a transfer request not being approved the following year.

A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulations of the District.

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

Tuition	If the District charges tuition, the amount shall be set by the Board, within statutory limits.
Waivers	The Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian. [See FP]
Nonpayment	The District may initiate withdrawal of students whose tuition payments are delinquent.
Appeals	Any appeals shall be made in accordance with FNG(LOCAL) and GF(LOCAL), as appropriate.

¹ Innovation Plan: <https://www.ldisd.net/>

PROPOSED REVISIONS

A student shall be assigned to a school in the attendance area in which he or she resides.

Transfer Request

A student who wishes to attend a school other than as assigned shall complete an intradistrict (resident) student transfer form to obtain prior approval from the Superintendent or designee.

Time Lines

An intradistrict transfer request shall be made prior to the spring deadline established by the Superintendent. After this date, an intradistrict transfer request shall be granted only under extenuating circumstances as approved by the Superintendent or designee.

Criteria

The Superintendent shall promulgate an administrative regulation for intradistrict transfer request criteria consistent with Section 25.032 of the Texas Education Code.

Class Size Limits

A transfer student is subject to campus reassignment if the enrollment of neighborhood zoned students exceeds class size limits.

Transportation

The District shall not provide transportation for intradistrict transfer students **except for students in kindergarten–grade 5 enrolled in the District’s bilingual program.**

Class Changes

The campus principal shall be authorized to investigate and approve the transfer of a student from one classroom to another on that campus.

Special Education

A student’s ARD committee shall review a transfer request to determine availability of services.

Note: For the transfer of a student who is the victim of bullying or who engaged in bullying, see FDB(LEGAL). For the transfer of a student who attends a persistently dangerous school, becomes a victim of a violent criminal offense, or becomes a victim of sexual assault, see FDE.

PROPOSED REVISIONS

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

Absences Considered

This policy shall apply to a student who has not been in attendance for 90 percent of the days the class is offered.

Except as otherwise provided by law, all absences incurred while enrolled in the District shall be considered in determining whether a student has attended the required percentage of days under this policy.

Exception

In accordance with the District's innovation plan, the District shall be exempt from portions of the state law regarding student minimum attendance to earn credit or a final grade. Absences related to participation in extracurricular activities, co-curricular activities, academic activities, and other local level extenuating circumstances shall not be considered in determining whether a student has attended the required percentage of days under this policy.

Attendance Committees

The Board shall establish an attendance committee or as many committees as necessary for efficient implementation of Education Code 25.092.

The Superintendent shall make the specific appointments in accordance with legal requirements.

Parental Notice of Excessive Absences

A student and the student's parent or guardian shall be given written notice prior to and at such time when a student's attendance in any class drops below 90 percent of the days the class is offered.

Methods for Regaining Credit or Awarding a Final Grade

When a student's attendance drops below 90 percent but remains at least at 75 percent of the days the class is offered, the student may earn credit for the class or a final grade by completing a plan approved by the principal. This plan must provide for the student to meet the instructional requirements of the class as determined by the principal.

If the student fails to successfully complete the plan, or when a student's attendance drops below 75 percent of the days the class is offered, the student, parent, or representative may request award of credit or a final grade by submitting a written petition to the appropriate attendance committee.

Petitions for credit or a final grade may be filed at any time the student receives notice but, in any event, no later than the last day of classes.

The attendance committee shall review the student's entire attendance record and the reasons for absences and shall determine whether to award credit or a final grade. The attendance committee may also, whether a petition is filed or not, review the records of all students whose attendance drops below 90 percent of the days the class is offered.

A student who has lost credit or has not received a final grade because of excessive absences may regain credit or be awarded a final grade by fulfilling the requirements established by the attendance committee.

Personal Illness

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

Best Interest Standard

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

Guidelines on Extenuating Circumstances

The attendance committee shall consider whether a student has mastered the essential knowledge and skills and maintained passing grades in the course or subject.

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

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

The student or parent shall be given an opportunity to present any information to the committee about the absences and to discuss ways to earn or regain credit or be awarded a final grade.

Imposing Conditions for Awarding Credit or a Final Grade

The attendance committee shall consider the student's unique circumstances and, if necessary, shall impose conditions for awarding credit or a final grade that permit the student to meet the instructional requirements of the class rather than assigning a student to attend a specified program for an amount of time equivalent to the student's absences. Conditions may include:0)

1. Maintaining attendance standards for the rest of the semester.

2. Completing additional assignments, as specified by the committee or teacher.
3. Attending tutorial sessions as scheduled.
4. Completing other instructional programs, as specified by the committee.
5. Taking an examination to earn credit. [See EHDB]

In all cases, the student must earn a passing grade in order to receive credit.

Appeal Process

A parent or student may appeal the decision of the attendance committee in accordance with FNG(LOCAL).

¹ Innovation Plan: <https://www.ldisd.net/>

Lake Dallas ISD
061912

ATTENDANCE
OPEN/CLOSED CAMPUS

FEE
(LOCAL)

DELETE POLICY

**Leaving Campus
During Lunch Time**

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

All Students

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

DELETE POLICY

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

Private Lessons

Students shall not be excused during school hours for private lessons without prior approval being given by the campus principal.

Employment

Upon request of the parent or student (if 18 or older), the principal may approve released time for employment, other than vocational cooperative programs for junior or senior students, not to exceed one hour per day.

PROPOSED REVISIONS

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

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

Development, Implementation, and Review of Guidelines and Goals

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

[See BDF for required membership of the SHAC.]

Wellness Plan

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

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

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

Nutrition Guidelines

Foods and Beverages Sold

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

Foods and Beverages Provided	The District shall establish standards for all foods and beverages provided, but not sold, to students during the school day. These standards shall be addressed in the District's wellness plan.
Wellness Goals	
Nutrition Promotion and Education	The District shall implement, in accordance with law, a coordinated school health program with a nutrition education component. [See EHAA] The District's nutrition promotion activities shall encourage participation in the National School Lunch Program, the School Breakfast Program, and any other supplemental food and nutrition programs offered by the District. The District establishes the following goals for nutrition promotion: 0. 1. The District's food service staff, teachers, and other District personnel shall consistently promote healthy nutrition messages in cafeterias, classrooms, and other appropriate settings. 2. The District shall ensure that food and beverage advertisements accessible to students outside of school hours on District property contain only products that meet the federal guidelines for competitive foods. The District establishes the following goals for nutrition education: 0. 1. The District shall deliver nutrition education that fosters the adoption and maintenance of healthy eating behaviors. 2. The District shall make nutrition education a District-wide priority and shall integrate nutrition education into other areas of the curriculum, as appropriate.
Physical Activity	The District shall implement, in accordance with law, a coordinated health program with physical education and physical activity components and shall offer at least the required amount of physical activity for all grades. [See BDF, EHAA, EHAB, and EHAC] The District establishes the following goals for physical activity: 0. 1. The District shall provide an environment that fosters safe, enjoyable, and developmentally appropriate fitness activities for all students, including those who are not participating in physical education classes or competitive sports. 2. The District shall provide appropriate staff development and encourage teachers to integrate physical activity into the academic curriculum where appropriate.

- ~~3. The District shall make appropriate before school and after school physical activity programs available and shall encourage students to participate.~~
- ~~4. The District shall make appropriate training and other activities available to District employees in order to promote enjoyable, lifelong physical activity for District employees and students.~~
- ~~5. The District shall encourage parents to support their children's participation, to be active role models, and to include physical activity in family events.~~

**School-Based
Activities**

The District establishes the following goals to create an environment conducive to healthful eating and physical activity and to promote and express a consistent wellness message through other school-based activities:~~0.~~

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

Implementation

The ~~District SHAC coordinator~~ **chief administrative officer** shall oversee the implementation of this policy and the development and implementation of the wellness plan and appropriate administrative procedures.

Evaluation

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

Public Notification

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

Records Retention

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

PROPOSED REVISIONS

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

Medication Provided by Parent

The Superintendent shall designate the employees who are authorized to administer medication that has been provided by a student's parent. An authorized employee is permitted to administer the following medication in accordance with administrative regulations:0)

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

~~No Medication Provided by District~~

~~The District shall not purchase medication to administer to a student.~~

Medication Provided by District

Except as provided by this policy, the District shall not purchase medication to administer to a student.

Athletic Program

The District shall purchase nonprescription medication that may be used to prevent or treat illness or injury in the District's athletic program. Only a licensed athletic trainer or a physician licensed to practice medicine in the state of Texas may administer this medication and may do so only if:0.

1. The District has prior written consent for medication to be administered [see Medical Treatment, below]; and
- ~~4.~~2. The administration of a medication by an athletic trainer is in accordance with a standing order or procedures approved by a physician licensed to practice medicine in the state of Texas.

Epinephrine

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

<i>On Campus</i>	Authorized and trained individuals may administer an unassigned epinephrine auto-injector at any time to a person experiencing anaphylaxis on a school campus.
	The District shall ensure that at each campus a sufficient number of authorized individuals are trained to administer epinephrine so that at least one trained individual is present on campus during all hours the campus is open. In accordance with state rules, the campus shall be considered open for this purpose during regular on-campus school hours and whenever school personnel are physically on site for school-sponsored activities.
<i>Maintenance, Availability, and Training</i>	The Superintendent shall develop administrative regulations designating a coordinator to manage policy implementation and addressing annual training of authorized individuals in accordance with law; procedures for auto-injector use; and acquisition or purchase, maintenance, expiration, disposal, and availability of unassigned epinephrine auto-injectors at each campus.
<i>Notice to Parents</i>	In accordance with law, the District shall provide notice to parents regarding the epinephrine program, including notice of any change to or discontinuation of this program.
Psychotropics	Except as permitted by law, an employee shall not: <ol style="list-style-type: none"><li data-bbox="553 1142 1357 1203">1. Recommend to a student or a parent that the student use a psychotropic drug;<li data-bbox="553 1230 1044 1264">2. Suggest a particular diagnosis; or<li data-bbox="553 1283 1386 1381">3. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.
Medical Treatment	A student's parent, legal guardian, or other person having lawful control shall annually complete and sign a form that provides emergency information and addresses authorization regarding medical treatment. A student who has reached age 18 shall be permitted to complete this form. The District shall seek appropriate emergency care for a student as required or deemed necessary.

PROPOSED REVISIONS

Comprehensive System

The Superintendent shall develop and maintain a comprehensive system of student records and reports dealing with all facets of the school program operation and shall ensure through reasonable procedures that records are accessed by authorized persons only, as allowed by this policy. These data and records shall be stored in a safe and secure manner and shall be conveniently retrievable for use by authorized school officials.

Cumulative Record

A cumulative record shall be maintained for each student from entrance into District schools until withdrawal or graduation from the District.

This record shall move with the student from school to school and be maintained at the school where currently enrolled until graduation or withdrawal. Records for nonenrolled students shall be retained for the period of time required by law. No permanent records may be destroyed without explicit permission from the Superintendent. [See CPC]

Custodian of Records

The principal is custodian of all records for currently enrolled students. The principal is the custodian of records for students who have withdrawn or graduated. The student handbook made available to all students and parents shall contain a listing of the addresses of District schools, as well as the Superintendent's business address.

Types of Education Records

The record custodian shall be responsible for the education records of the District. These records may include:0)

1. Admissions data, personal and family data, including certification of date of birth.
2. Standardized test data, including intelligence, aptitude, interest, personality, and social adjustment ratings.
3. All achievement records, as determined by tests, recorded grades, and teacher evaluations.
4. All documentation regarding a student's testing history and any accelerated instruction he or she has received, including any documentation of discussion or action by an accelerated learning committee convened for the student.
5. Health services record, including:
 - a. The results of any tuberculin tests required by the District.

STUDENT RECORDS

FL
(LOCAL)

- b. The findings of screening or health appraisal programs the District conducts or provides. [See FFAA]
- c. Immunization records. [See FFAB]
- 6. Attendance records.
- 7. Student questionnaires.
- 8. Records of teacher, school counselor, or administrative conferences with the student or pertaining to the student.
- 9. Verified reports of serious or recurrent behavior patterns.
- 10. Copies of correspondence with parents and others concerned with the student.
- 11. Records transferred from other districts in which the student was enrolled.
- 12. Records pertaining to participation in extracurricular activities.
- 13. Information relating to student participation in special programs.
- 14. Records of fees assessed and paid.
- 15. Records pertaining to student and parent complaints.
- 16. Other records that may contribute to an understanding of the student.

Access by Parents

The District shall make a student's records available to the student's parents, as permitted by law. The records custodian or designee shall use reasonable procedures to verify the requester's identity before disclosing student records containing personally identifiable information.

Records may be reviewed in person during regular school hours without charge upon written request to the records custodian. For in-person viewing, the records custodian or designee shall be available to explain the record and to answer questions. The confidential nature of the student's records shall be maintained at all times, and records to be viewed shall be restricted to use only in the Superintendent's, principal's, or school counselor's office, or other restricted area designated by the records custodian. The original copy of the record or any document contained in the cumulative record shall not be removed from the school.

Copies of records are available at a per copy cost, payable in advance. Copies of records must be requested in writing. Parents

may be denied copies of records if they fail to follow proper procedures or pay the copying charge. If the student qualifies for free or reduced-price lunches and the parents are unable to view the records during regular school hours, upon written request of a parent, one copy of the record shall be provided at no charge.

A parent may continue to have access to his or her child's records under specific circumstances after the student has attained 18 years of age or is attending an institution of postsecondary education. [See FL(LEGAL)]

**Access by School
Officials**

A school official shall be allowed access to student records if he or she has a legitimate educational interest in the records.

For the purposes of this policy, "school officials" shall include:0.

1. An employee, Board member, or agent of the District, including an attorney, a consultant, a contractor, a volunteer, a school resource officer, and any outside service provider used by the District to perform institutional services.
2. An employee of a cooperative of which the District is a member or of a facility with which the District contracts for placement of students with disabilities.
3. A contractor retained by a cooperative of which the District is a member or by a facility with which the District contracts for placement of students with disabilities.
4. A parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.
5. A person appointed to serve on a team to support the District's safe and supportive school program.

All contractors provided with student records shall follow the same rules as employees concerning privacy of the records and shall return the records upon completion of the assignment.

A school official has a "legitimate educational interest" in a student's records when he or she is:0.

1. Working with the student;
2. Considering disciplinary or academic actions, the student's case, or an individualized education program for a student with disabilities;
3. Compiling statistical data;

4. Reviewing an education record to fulfill the official's professional responsibility; or
5. Investigating or evaluating programs.

**Transcripts and
Transfers of Records**

The District may request transcripts from previously attended schools for students transferring into District schools; however, the ultimate responsibility for obtaining transcripts from sending schools rests with the parent or student, if 18 or older.

For purposes of a student's enrollment or transfer, the District shall promptly forward in accordance with the timeline provided in law education records upon request to officials of other schools or school systems in which the student intends to enroll or enrolls. [See FD(LEGAL), Required Documentation] The District may return an education record to the school identified as the source of the record.

**Records
Responsibility for
Students in Special
Education**

The ~~District's director of special education~~ **District's director of special programs** shall be responsible for ensuring the confidentiality of any personally identifiable information in records of students in special education.

A current listing of names and positions of persons who have access to records of students in special education is maintained at the District administrative offices, ~~104 Swisher Road, Lake Dallas, TX 75065.~~

**Procedure to Amend
Records**

Within 15 District business days of the record custodian's receipt of a request to amend records, the District shall notify the parents in writing of its decision on the request and, if the request is denied, of their right to a hearing. If a hearing is requested, it shall be held within ten District business days after the request is received.

Parents shall be notified in advance of the date, time, and place of the hearing. An administrator who is not responsible for the contested records and who does not have a direct interest in the outcome of the hearing shall conduct the hearing. The parents shall be given a full and fair opportunity to present evidence and, at their own expense, may be assisted or represented at the hearing.

The parents shall be notified of the decision in writing within ten District business days of the hearing. The decision shall be based solely on the evidence presented at the hearing and shall include a summary of the evidence and reasons for the decision. If the decision is to deny the request, the parents shall be informed that they have 30 District business days within which to exercise their right to place in the record a statement commenting on the contested information and/or stating any reason for disagreeing with the District's decision.

**Directory
Information**

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

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

**School-Sponsored
Purposes**

For the following school-sponsored purposes—all District publications and announcements—directory information shall include ~~student name, address, telephone listing, photograph, date and place of birth, honors and awards received, dates of attendance, grade level, most recent school previously attended, participation in officially recognized activities and sports, weight and height of members of athletic teams, and enrollment status.~~

student name; address; telephone listing; e-mail address; photograph; date and place of birth; major field of study; degrees, honors, and awards received; dates of attendance; grade-level; most recent school previously attended; enrollment status; participation in officially recognized activities and sports; weight and height of members of athletic teams; and student identification numbers or identifiers that cannot be used alone to gain access to electronic education record.

All Other Purposes

For all other purposes, directory information shall include student name, **photograph**, honors and awards received, ~~dates of attendance~~, grade level, ~~most recent school previously attended~~, participation in officially recognized activities and sports, **and** weight and height of members of athletic teams, ~~and enrollment status~~.

DELETE POLICY

School activities shall conform to the purposes of the instructional program. Any social or other activity that is not part of the instructional program under the direction of District personnel shall be planned for, and limited to, nonschool hours.

District social activities shall be controlled by the following guidelines:

1. All activities shall have prior approval of the principal and shall be placed on the school calendar.
2. All school-sponsored social events shall have faculty supervision.
3. Rules of conduct applicable to regular school hours shall be applicable to all school-sponsored social activities.

0.Regulations concerning supervision, parental participation, refreshments, curfew, visitor participation, and other matters essential to the proper handling of such events shall be developed and implemented by principals, who shall work in conjunction with parents and student leaders in their formulation.

PROPOSED REVISIONS

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

Campus Behavior Coordinator

In accordance with the District's innovation plan, the District is exempt from the state law requiring that a single person at each campus be designated to serve as the campus behavior coordinator (CBC). Each CBC shall comply with the duties and responsibilities of a CBC defined in state law and District policy.

Student Code of Conduct

The District's rules of discipline are maintained in the Board-adopted Student Code of Conduct and are established to support an environment conducive to teaching and learning.

Rules of conduct and discipline shall not have the effect of discriminating on the basis of gender, race, color, disability, religion, ethnicity, or national origin.

At the beginning of the school year and throughout the school year as necessary, the Student Code of Conduct shall be:

1. Posted and prominently displayed at each campus or made available for review in the principal's office, as required by law; and
2. Made available on the District's website and/or as a hard copy to students, parents, teachers, administrators, and others on request.

Revisions

Revisions to the Student Code of Conduct approved by the Board during the year shall be made available promptly to students and parents, teachers, administrators, and others.

Extracurricular Standards of Behavior

With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property.

A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.

Standards of behavior for an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions.

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of extracurricular standards of behavior for an activity or for violation of the Student Code of Conduct.

“Parent” Defined

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

General Discipline Guidelines

A District employee shall adhere to the following general guidelines when imposing discipline: **0.**

1. A student shall be disciplined when necessary to improve the student’s behavior, to maintain order, or to protect other students, school employees, or property.
2. A student shall be treated fairly and equitably. Discipline shall be based on an assessment of the circumstances of each case. Factors to consider shall include:
 - a. The seriousness of the offense;
 - b. The student’s age;
 - c. The frequency of misconduct;
 - d. The student’s attitude;
 - e. The potential effect of the misconduct on the school environment;
 - f. Requirements of Chapter 37 of the Education Code; and
 - g. The Student Code of Conduct adopted by the Board.
3. Before a student under 18 is assigned to detention outside regular school hours, notice shall be given to the student’s parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

Corporal Punishment

~~Corporal punishment may be used~~**The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline management technique in accordance with this policy and for violations of** the Student Code of Conduct.

~~Corporal punishment shall not be administered to a student whose parent has submitted to the principal a signed statement for the current school year prohibiting the use of corporal punishment with his or her child. The parent may reinstate permission to use corporal punishment at any time during the school year by submitting a signed statement to the principal.~~

Guidelines

~~Corporal punishment shall be limited to spanking or paddling the student and shall be administered in accordance with the following guidelines:-~~

- ~~1. The student shall be told the reason corporal punishment is being administered.~~
- ~~2. Corporal punishment shall be administered only by the principal or designee.~~
- ~~3. Corporal punishment shall be administered only by an employee who is the same sex as the student.~~
- ~~4. The instrument to be used in administering corporal punishment shall be approved by the principal.~~
- ~~5. Corporal punishment shall be administered in the presence of one other District professional employee and in a designated place out of view of other students.~~

Disciplinary Records

~~The disciplinary record reflecting the use of corporal punishment shall include any related disciplinary actions, the corporal punishment administered, the name of the person administering the punishment, the name of the witness present, and the date and time of punishment.~~

Physical Restraint

Within the scope of an employee's duties, a District employee may physically restrain a student if the employee reasonably believes restraint is necessary in order to ~~:-0.~~

1. Protect a person, including the person using physical restraint, from physical injury.
2. Obtain possession of a weapon or other dangerous object.
3. Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures.
4. Control an irrational student.
5. Protect property from serious damage.

A District employee may restrain a student with a disability who receives special education services only in accordance with law.
[See FOF(LLEGAL)]

¹ Innovation Plan: <https://www.ldisd.net/>

DELETE POLICY

Student Teachers

All student teachers must be interviewed personally by the principal. Placement of all student teachers shall be approved by the Superintendent or designee and the principal of the school to which the student teacher is to be assigned.

Student teachers who fail to abide by District policies, rules, and administrative regulations may be dismissed by the Superintendent at any time during the course of the teacher education program.

The person in charge of the teacher education program shall coordinate this program with institutions of higher learning and shall be responsible, in a joint effort with such institutions, for professional development programs for the student teachers. All contracts for such programs must be signed by the Superintendent.



UPCOMING EVENTS

Lake Dallas Independent School District

EVENT	DATE	TIME	LOCATION
America Recycles Day	November 15		
(F) Basketball @ Timberview	15	7:30 PM	Timberview HS
Education Support Professionals Day	17		
Substitute Educators Day	18		
(F) Basketball @ Frisco Lonestar	18	6:30 PM	Frisco Lonestar HS
(M) Basketball @ Keller Timbercreek	18	7:30 PM	Keller Timber Creek HS
Thanksgiving Break	21-25		All Campuses
(F) Basketball vs. Frisco Memorial	21	12:15 PM	LDHS Gym
(M) Basketball @ Amarillo	21	7:30 PM	Amarillo HS
(M) Basketball @ Palo Duro	22	4:30 PM	Palo Duro HS
PLC / Data Day	28		No School for Students
(F) Basketball vs. Lebanon Trail	29	5:45 PM	LDHS Gym
(M) Basketball vs. North Forney	29	7:00 PM	LDHS Gym
(M) Basketball @ TBS	December 1-3	TBD	Birdville Gym
(F) Basketball @ Cowtown Classic	1-3	TBD	Fort Worth
Highstepper Color Run	3	11:00 AM	LDHS
LDMS Bands Winter Concert	5	6:30 PM	LDMS Cafeteria
(F) Basketball vs. Boswell	6	6:30 PM	LDHS Gym
LDMS + LDHS Winter Choir Concert	6	7:00 PM	Performance Hall
LDE 5th Grade Program & Open House	8	6:30 PM	LDE Cafeteria
LDHS Theatre Presents Monologue Performances	8	6:30 PM	LDHS Black Box Theater
(F) Basketball @ Northwest	9	6:15 PM	Northwest HS

(M) Basketball vs. The Colony	9	7:00 PM	LDHS Gym
(M) Soccer vs. Guyer	9	7:15 PM	LDHS Falcon Stadium
(F) Soccer @ Decatur	9	7:15 PM	Decatur Eagle Stadium
(M) Soccer vs. Little Elm	12	7:15 PM	LDHS Falcon Stadium
Board of Trustees Meeting	12		Central Office
Early Release Days	14-15		All Campuses
Winter Break	19 - Jan. 2		No School
Teacher Work Day	3		No School for Students
PLC / Data Day	4		No School for Students