

## TEC §39.008: Certification of Compliance with Certain Laws Required

### Section 1: School System Information

Name of School District or Charter School: Aledo ISD

County-District Number (CDN): 184907

Superintendent/CEO Name: Dr. Susan Bohn

Certification School Year: 2026-2027

### Section 2: Description of Required Policies and Procedures

Provide a description or attach a copy of the policies and procedures required by TEC, §§11.005(c) and 28.0022(h) and describe how employees and contractors were notified of these policies and procedures.

Aledo ISD implemented training and communication regarding these requirements beginning in the summer of 2025. At that time, all employees received training on the applicable legal requirements and district expectations. Following Board action and policy revisions, additional communications were provided to ensure employees remained informed of updated requirements. Specifically, revisions to Board Policy EMB (LEGAL) were communicated following the October 2025 update, and revisions to Board Policy CJ (LOCAL) and Board Policy DH (LOCAL) were communicated following the December 2025 update. The District continues to notify employees and contractors of these requirements through multiple communication methods and documented acknowledgment processes to ensure ongoing awareness and compliance.

[Aledo ISD Board Policy EMB \(LEGAL\)](#)

[Aledo ISD Board Policy CJ \(LOCAL\)](#)

[Aledo ISD Board Policy DH \(LOCAL\)](#)

#### **School Employees**

Employees are notified of these policies and procedures through multiple communication methods. All staff receive a district-wide email outlining the applicable Board Policy requirements and relevant legal obligations. In addition, a comprehensive explanation of these policies is included in the Aledo ISD Employee Handbook, which is distributed to all employees. As part of the annual handbook acknowledgment process, employees are required to sign an acknowledgment confirming they have received, reviewed, and understand the contents of the handbook, including these policies and procedures.

## Contractors

The Business Office will notify contractors of these requirements through the District's vendor onboarding process. Each vendor who is directly under contract with Aledo ISD will receive a cover letter outlining the applicable requirements of the Texas Education Code and Aledo ISD Board Policy. As part of the vendor setup process, contractors are required to sign an acknowledgment confirming they have received, reviewed, and understand these requirements. The acknowledgment is also provided to existing contractors with existing agreements to ensure compliance. Signed acknowledgments are maintained by the Business Office as part of the District's vendor records.

The compliance monitoring spreadsheet and documents will be maintained on the District's Google Drive and will be accessible to the Business Office and Human Resources.

Applicable vendor POs will not be processed until the required forms are on file.

If the contractor will be providing services to the district (regardless of student contact), the individual must also complete the Pre-Employment/Pre-Service affidavit.

## Section 3: Policy or Program Changes

Were any existing policies, programs, procedures, or trainings altered to ensure compliance with TEC, §§39.008, 11.005, and 28.0022? ☒ Yes ☐ No

If yes, describe or attach a copy of the changes below.

Revisions to Board Policy:

- EMB (LEGAL) - October 2025
- CJ (LOCAL) - December 2025
- DH (LOCAL) - December 2025

[Aledo ISD Board Policy EMB \(LEGAL\)](#)

[Aledo ISD Board Policy CJ \(LOCAL\)](#)

[Aledo ISD Board Policy DH \(LOCAL\)](#)

Revisions to Procedures:

In response to the requirements of Senate Bill 12, the Business Office updated its vendor onboarding and processing procedures to ensure compliance with state law. All vendors and contractors are now required to complete the applicable compliance documentation as part of the vendor setup process before services may be provided to the District. These revised procedures establish a consistent process for verifying and maintaining required records.

## Section 4: Cost Savings

Were there any cost savings resulting from actions taken to comply with TEC, §39.008? ☐ Yes ☒ No

Total cost savings: \$ 0

If yes, describe or attach a copy of the cost savings.

## Section 5: Board Approval

Date of Board/Governing Body Meeting: August 17, 2026

Meeting notice was posted on LEA website at least seven days in advance: ☐ Yes ☐ No

Public testimony opportunity provided during meeting: ☐ Yes ☐ No

Certification approved by majority vote: ☐ Yes ☐ No

## Section 6: Certification Statement

By signing below, the undersigned certifies that the information contained in this document is true and correct and that the district or charter school is in compliance with the requirements of Texas Education Code §§39.008, 11.005(c), and 28.0022(h).

Superintendent/CEO Signature: \_\_\_\_\_

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

SWORN TO AND SUBSCRIBED before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public, State of Texas