



**August 19, 2025
Called Meeting
6:00 PM**

1. **Call to Order**
2. **Roll Call**
3. **Closed Session**
 1. Adjourn to closed session pursuant to Texas Government Code Section 551.074, Personnel, to deliberate regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee, 551.071; Consultation with the Board's attorney; 551.072, real property; and 551.076 to conduct deliberations regarding security devices or security audits.
4. **Reconvene**
 1. Reconvene to Public
5. **Meeting Opening**
 1. Prayer
 2. Pledges
6. **Discussion**
 1. Board Scorecard 3
 2. Board Member Committees 2025-2026 5
7. **Public Comments**
 1. The correct procedure for addressing the Board during Public Comments is as follows:
Each speaker should address the Board from the podium microphone and state his or her name before speaking. All speakers will be limited to three minutes to make comments regarding items on the agenda, unless modified by the Board President based on Board Policy BED (LOCAL). Copies of presentations should be made available to all trustees and the Superintendent. Board policy prohibits the discussion of complaints against district employees during an open forum.
8. **Human Resources Report**
 1. New Hires for Board Approval 7
9. **Business Items Requiring Board Action**
 1. Consideration and Approval of Policy Adoption of FD (LOCAL) and FM (LOCAL) 10
 2. Consideration and Approval of the First Reading for FNCE (LOCAL) 15
10. **Consent Agenda**
 1. Consideration and Approval of the Tarrant County JJAEP MOU 2025-2026 18
 2. Consideration and Approval of Request for Board Approval of Personal Services Contract 26
11. **Adjourn**
 1. Adjourn 1

Dr. Kimberley Cantu
Superintendent of Schools
Posted on _____ at _____
(Date) (Time)

MANSFIELD ISD BOARD OF TRUSTEES / SUPERINTENDENT KEY STRATEGIC MEASURES

Goal 1: Remains focused on the Board's goals and priorities, annually evaluating its performance as a team, with attention given to the district's vision and goals; fulfilling the board's duties, responsibilities, and commitments; and the board's working relationship with the superintendent.

Goal 2: Ensure the equitable distribution of resources, opportunities, and experiences based on the diverse needs of students and schools

Proposed Revisions to Board Scorecard

1. Vision and Goals				
#	Dashboard Measure	Goal	Status	Correction Needed
1.1	% Reading on Level by start of 3rd grade	82%		
1.2	% of students mastering Algebra 2	80%		
1.3	% of students Life Ready	80%		
1.4	% of students graduating College and/or Career Ready	88%		
2. Systems and Processes				
#	Dashboard Measure	5-year Goal	Status	Correction Needed
2.1	Receiving Reports for Qualifying Student Groups in Domain 3 Meet or Exceed the State Threshold for Reading and Math	Receive reports 3 times per year		
2.2	System Reports	100% of identified systems will be presented		
2.3	Student Focused Agenda	≥55% of time focused on improving student outcomes		
2.4	Length of Board Meetings	Between 1.5-2 hours		
2.5	Length of Executive Session	Between 1 and 1.5 hours		
3. Continuous Improvement				
#	Dashboard Measure	5-year Goal	Status	Correction Needed
3.1	Board Member Required Training	Existing board members ≥20 hours New board members ≥30 hours		
3.2	Employee-based Training	TBD		
4. Progress and Accountability				
#	Dashboard Measure	5-year Goal	Status	Correction Needed

4.1	Board Committees	Board members on at least 3 committees. Committee reports at least 2 times per year.		
4.2	Compliance with Board Operating Procedures	Review once per year 100% compliance		
5. Advocacy and Engagement				
#	Dashboard Measure	5-year Goal	Status	Correction Needed
5.1	Community Conversations	≥ 6 per year, depending on community needs		
5.2	Board Members Visible at School Events	≥7 events per semester		
5.3	Board Members Visible at Community Events	100% attendance at designated community events		
5.4	Legislative Contacts	Minimum of one face-to-face meeting with at least 5 of our elected officials		
6. Synergy and Teamwork				
#	Dashboard Measure	5-year Goal	Status	Correction Needed
6.1	Team of 8/Progress Meetings	≥3 per year		

Mansfield Independent School District School Board

Committee List for 2025-2026

Committee Name	Current Board Member	Number of Committee Members	Yearly Meetings	Contact	Email address	Purpose
Policy Review	Cannon II, Crutchfield, and Wilson	3	4-5/year	David Wright, Assistant Superintendent Student Services & Support	davidwright@misdmail.org	Reviews policy changes from the State can also suggest changes to local Board policies.
MISD Education Foundation	Cannon II and Horn	1-2	one/month	Jennifer Kurecka, Specialist for Education Foundaion	jenniferkurecka@misdmail.org	Acts as a non-voting member, but attends all meetings, usually one per month; and, is expected to work or attend any of the additional fundraising events.
Technology	Reed and Thomas	1-2	3-4/year	Shawntee Cowan, Chief Technology Officer	shawnteecowan@misdmail.org	Discusses technology implementations, equipment and projects.
TASB Delegate	Horn	1	Convention once a year & NTAASB monthly	Sean Scott, Deputy Superintendent	seanscott@misdmail.org	Attends the delegate assembly at the TASB convention and vote on any proposed TASB changes for policies or advocacy. Will attend as many North Texas Area Association of School Boards (NTAASB) meetings as possible, making the TASB Grassroots meeting a priority. More
TASB Delegate Alternate	Thomas	1	Convention once a year & NTAASB monthly	Sean Scott, Deputy Superintendent	seanscott@misdmail.org	Attends the delegate assembly at the TASB conventiing in addition to the TASB Delegate or takes the place of the TASB Delegate if they can not attend the delegate assembly usually in September. Will attend as many North Texas
Advocacy	Horn, Newsom, and Reed	3	Convention once a year & NTAASB monthly; plus 1-2 for resolution prep	Donald Williams, Director of Legislative & Governmental Engagement	donaldwilliams@misdmail.org	The TASB Delegate, TASB Delegate Alternate and one other board member. They will work with the North Texas Area Association of School Boards(NTAASB) Legislative Advisory Council (LAC) to write resolutions that meet the LAC's priorities and meet the needs of the Mansfield ISD as well as other public schools in the state of Texas. These resolutions will be recommend to the LAC committee and they will recommend
Auditor	Newsom and Thomas	2-3		Michele Trongaard, Associate Superintendent Business & Finance	micheletrongaard@misdmail.org	The committee works with Michele Trongaard on directing the auditors during the audit process. Not directly involved with the adit, but works with the auditors on what the district wants audited. Michele Trongaard coordinates this committee

Board Operating Procedures	Cannon II Newsom, and Reed	3	2-3/year	Sean Scott, Deputy Superintendent	seanscott@misdmail.org	Three board members who will review the current document and suggest updates and revisions to present to the Board for adoption. April is a good time to review and present to the Board so the newly elected board has the most current and updated copy. The Board
Safety	Newsom and Reed	Board President plus 1	4/year	Britney Fortner Director of Safety, Security & Threat Mgt.	britneyfortner@misdmail.org	Board President and one other Board member serve on this committee to discuss safety strategies and protocol through out the year. The committee will meet 4 times a year.
Appraisal District	Crutchfield, Thomas, and Wilson	3	TBD	Michele Trongaard, Associate Superintendent Business & Finance	micheletrongaard@misdmail.org	Three board members will serve on this committee. The committee will follow the Tarrant County and Johnson County Appraisal District meetings in order to share important information with the board and make informed decisions when voting for Appraisal District Board Members. Board members can find
Board Oversight Committee	Crutchfield, Horn, and Wilson	3	6 per year	Sean Scott, Deputy Superintendent	seanscott@misdmail.org	Board president and two other board members serve on this committee to review and keep the Board scorecard and dashboard current and up-to-date; committee will report progress at
Notes: Reach out to the coordinators of the committee in which you have been assigned, introduce yourself and let them know you will now be serving on their committee.						



TITLE: Human Resources Report

DATE: August 19, 2025

ACTION

BACKGROUND:

Human Resource Report contains certified/contractual new hires and promotions for the current school year as required by Board Policy DC (local).

CONSIDERATIONS:

- Approve the hiring of new contractual personnel, approve promotions of current certified/contractual personnel.
- Do not approve the hiring of new contractual personnel, do not approve promotions of current certified/contractual personnel.

RECOMMENDATION:

Approve the hiring of new contractual personnel, approve promotions of current certified/contractual personnel.

DATE: August 19, 2025
TO: Dr. Kimberley Cantu
Superintendent
FROM: Dr. Jennifer Stoecker
Associate Superintendent of Human Resource Services
RE: **NEW HIRES/TRANSFERS FOR BOARD APPROVAL**

**NEW-HIRES/
TRANSFERS:**

NAME: Saporito, Nicholas
ASSIGNMENT: Assistant Director of Transportation/Transportation Dept.
EXPERIENCE: 15 Years
DEGREE: Bachelor's/East Texas A&M University
START DATE: August 25, 2025



**Board of School Trustees
Mansfield Independent School District**

TITLE: Consideration and Approval of
Policy Adoption FD (LOCAL) and FM
(LOCAL)

DATE: August 19, 2025

CONSENT

BACKGROUND:

MISD is a member of the Texas Association of School Boards, and as part of our service agreement, we receive their policy recommendations for Local policies. The TASB policy service periodically provides updates to these policies, which reflect changes in education law and statute.

CONSIDERATIONS:

SB 401 requires action on the part of the Board in policy. You took action on Resolution No. 26-3, for the participation of non-enrolled students in UIL activities, for the 2025-2026 school year. Attached are the drafts of (LOCAL) policies FD and FM that will meet the legal requirements of the MISD Policy Update. Due to time constraints, policies FD and FM will take effect after being read per BF(LOCAL). BF (LOCAL states that the proposed local policies or amendments introduced and recommended to the Board at one meeting shall not be adopted until a subsequent meeting. Emergency adoption, however, may occur in one meeting if special circumstances demand an immediate response.

RECOMMENDATION:

The Superintendent recommends approval of MISD Local Update policies as listed.

RECOMMENDED MOTION:

If the Board desires to approve this action item, an appropriate motion would be:

“Move to approve reading of TASB MISD Local Update policies FD and FM as presented.”

PROPOSED REVISIONS

Persons Age 21 and Over

The District shall not admit into its public schools any person age 21 or over unless otherwise required by law.

Permissive Attendance

The District shall not enroll any child in kindergarten who is not at least five years of age on or before September 1 of the current school year.

The District shall not enroll any child in the first grade who is not at least six years of age on or before September 1 of the current school year, except as provided by local policy, law and/or state rules and regulations. [See EHDC]

Registration Forms

The student's parent, legal guardian, or other person having lawful control shall annually complete registration forms. A student who has reached age 18 shall be permitted to complete these forms.

Residency Defined

To be eligible to attend schools in the District, the student must show that he or she has established a physical presence in the District with the intention of remaining and making a permanent home in the District.

Proof of Residency

In accordance with administrative regulations, the parent, guardian, or other person having lawful control of the student under order of a court shall present proof of residency. The District may investigate stated residency as necessary.

Minor Living Apart

Person Standing in Parental Relation

A minor student residing in the District but whose parent, guardian, or other person having lawful control under a court order does not reside in the District shall present an assumption of responsibility or an authorization agreement as provided in Chapter 34 of the Family Code assigning responsibility for the student in all school-related matters to an adult resident of the District.

When a minor lives separate and apart from a parent, guardian, or person having lawful control under a court order, the District may require evidence that the student is eligible to attend District schools.

Misconduct

A minor student living apart who has engaged in misconduct that results in any of the consequences found in Education Code 25.001(d) shall not be permitted to attend a District school.

Exceptions

Based on the individual student's circumstance, the Superintendent shall have authority to grant exceptions to the requirement for an assumption of responsibility or an authorization agreement and to the exclusion for misconduct.

Extracurricular
Activities

The Superintendent shall determine whether a minor student living apart is present in the District for the primary purpose of participating in extracurricular activities.

Students Not Enrolled

A student enrolled in a private school, including a homeschool, shall not be eligible for concurrent enrollment in the District nor for participation in curricular or extracurricular activities. [See EEL and FM]

Nonresident Student in Grandparent's After-School Care

The parent and grandparent of a nonresident student requesting admission under Education Code 25.001(b)(9) shall provide to the Superintendent the required information on the grandparent's residency and complete a form provided by the District describing the extent of after-school care to be provided by the grandparent.

The Superintendent shall have authority to approve or deny such admissions requests in accordance with criteria approved by the Board.

"Accredited" Defined

For the purposes of this policy, "accredited" shall be defined as accreditation by TEA, an equivalent agency from another state, or an accrediting association recognized by the commissioner of education.

Grade-Level Placement

Accredited Schools

The parent, guardian, or other person having lawful control of a student enrolling in a District school from an accredited public, private, or parochial school shall provide evidence of the prior schooling outside the District. The student shall be placed initially at the grade level reached elsewhere, pending observation by the classroom teacher, guidance personnel, and the principal. On the basis of these observations and results of tests that may be administered by appropriate District personnel, the principal shall determine the final grade placement.

Nonaccredited
Schools

A student enrolling in a District school from a nonaccredited public, private, or parochial school, including a homeschool, shall be placed initially at the discretion of the principal, pending observation by classroom teachers, guidance personnel, and the principal. Criteria for placement may include:

1. Scores on achievement tests, which may be administered by appropriate District personnel.
2. Recommendation of the sending school.
3. Prior academic record.
4. Chronological age and social and emotional development of the student.
5. Other criteria deemed appropriate by the principal.

Transfer of Credit

Accredited Texas
Public Schools

Credit toward state graduation requirements earned in an accredited public school district in Texas shall be transferable and recognized by the District.

Other Accredited or
Nonaccredited
Schools

Before recognizing credit in a course earned in an accredited non-public school, an accredited school outside of Texas, or a nonaccredited school, appropriate personnel shall evaluate a student's records and transcript. The District may require the student to demonstrate mastery of the content or use alternative methods to verify course content for the award of credit.

Transition
Assistance

In accordance with law, when a student who is identified as homeless or in substitute care enrolls in the District, the District shall assess the student's available records and other relevant information to ensure credit, including proportionate credit, is awarded appropriately for all subjects and courses taken prior to enrollment.

[See EI]

Withdrawal

A parent or guardian wishing to withdraw a minor student shall present a signed statement that includes the reason for the withdrawal. A student who is 18 or older may submit a withdrawal statement without a parent's or guardian's signature.

[For District withdrawal of students no longer in attendance, see FEA(LOCAL).]

PROPOSED REVISIONS

**Extracurricular
Activity Absences**

The District shall make no distinction between absences for UIL activities and absences for other extracurricular activities approved by the Board.

**Eligibility to
Participate in
Extracurricular
Activities for
Secondary Student**

As provided by law, a student shall be suspended from participation in any extracurricular activity sponsored or sanctioned by the District or UIL after a grade evaluation period in which the student received a grade lower than the equivalent of 70 on a scale of 100 in any academic class identified under an exception.

A student shall not participate in extracurricular activities for three weeks if he or she receives, at the end of any grading period after the first six weeks of the school year other than an identified course eligible for an exception:

Exempt courses (weighted credit courses allowable by UIL).

[See FM(REGULATION) and FM(EXHIBIT)]

A student with disabilities who fails to meet the standards in his or her individualized education program (IEP) may not participate in extracurricular activities for three school weeks.

[\[For eligibility of a private school student, including a homeschool student, to participate in extracurricular activities, see FD\(LOCAL\).\]](#)

Parental Consent

Before an elementary or secondary student may attend a meeting or activity of a District-sponsored cocurricular or extracurricular organization, a signed consent from the parent or guardian must be on file. The consent shall be submitted to and kept on file by the organization sponsor. If a student participates without having proper consent, the student shall lose the privilege to attend the group's meetings or activities for six weeks.

Before an elementary or secondary student may attend a meeting or activity of any nonschool organization that meets at school once school is dismissed for the day, a signed consent from the parent or guardian must be on file with the organization sponsor or adult in charge of the meeting or activity. Failure to have a proper consent for each student may result in the organization's loss of building use privileges under GKD(LOCAL).

**Use of District
Facilities**

School-sponsored student groups may use District facilities with prior approval of the appropriate administrator. Other student groups may use District facilities in accordance with policy FNAB.



**Board of School Trustees
Mansfield Independent School District**

TITLE: Consideration and Approval of the First Reading FNCE (LOCAL) DATE: August 19, 2025

CONSENT

BACKGROUND:

MISD is a member of the Texas Association of School Boards, and as part of our service agreement, we receive their policy recommendations for Local policies. The TASB policy service periodically provides updates to these policies, which reflect changes in education law and statute.

CONSIDERATIONS:

Texas House Bill 1481, passed during the 89th Legislative Session, outlines the prohibitions on personal electronic devices during the school day. It does require all school systems to adopt and implement a policy prohibiting the use of personal communication devices by students on school property. The law took effect on June 20, 2025, and school systems must have a written policy in place no later than September 18, 2025. Therefore, we will need to present both readings this month.

RECOMMENDATION:

The Superintendent recommends approval of the first reading of MISD Local Update policies as listed.

RECOMMENDED MOTION:

If the Board desires to approve this action item, an appropriate motion would be:
“Move to approve reading of TASB MISD Local Update, first reading of policy FNCE as presented.”

PROPOSED REVISIONS

Note: For searches of personal ~~telecommunications~~ communi-
cation devices or other personal electronic devices, see
FNF.

Personal ~~Electronic~~ Communication Devices

~~The District prohibits a~~ A student ~~from using~~ shall not use a personal
~~electronic~~ communication device ~~without permission from an au-~~
~~thorized District employee at~~ on school property during the ~~instruc-~~
~~tional~~ school day.

~~Telecommunication~~ ~~Devices~~

~~An electronic telecommunication device is a device that uses elec-~~
~~tronic signals to create, transmit, and receive information or a com-~~
~~munication from or to a person. The Superintendent shall develop~~
~~guidelines related to~~ While on school property, ~~the violation of this~~
~~policy that provide the following:~~

- ~~1. An authorized District employee may confiscate a~~ student
shall store any personal ~~telecommunications~~ device, or other
~~electronic device, including a mobile telephone, used in viola-~~
~~tion of applicable guidelines.~~
- ~~2. The student's parent shall be allowed to retrieve a confiscated~~
~~device after receiving notification from the District. The stu-~~
~~dent may be allowed to retrieve a confiscated~~ communication
~~device in accordance with the District's guidelines.~~
- ~~3. In accordance with law, charging an administrative fee to~~
~~the owner of the device or the student's parent of not more than~~
~~\$15 before the device is released may occur in accordance with~~
~~the District guidelines~~ regulations.

~~Penalties~~

A student who violates this policy or any regulations shall be sub-
ject to ~~established disciplinary measures. [See the discipline in ac-~~
~~cordance with the Board-adopted~~ Student Code of Conduct].

~~Notification~~

~~A~~ An authorized District employee shall confiscate a student's ~~par-~~
~~ents shall be notified within 24 hours after a personal~~ ~~telecommuni-~~
~~cations~~ communication device ~~that is confiscated~~ used in violation of
this policy or any applicable regulations.

If a personal communication device is not retrieved, the District
shall dispose of the device after providing the notice required by
law.

Exceptions

A student shall be authorized to use a personal communication de-
vice on school property during the school day only under the fol-
lowing circumstances:

STUDENT CONDUCT
PERSONAL ~~TELECOMMUNICATIONS~~ COMMUNICATION DEVICES/ELEC-
TRONIC DEVICES

FNCE
(LOCAL)

1. The student's use is necessary for implementation of the student's individualized education program, a 504 plan, or a similar program or plan;
2. The student's use is required due to a documented need based on a directive from a qualified physician; or
3. The student's use is necessary to comply with a health or safety requirement imposed by law or as part of the District or campus safety protocols.

Implementation

The Superintendent shall develop regulations to implement this policy.

Compliance

Annually, the Superintendent shall report to the Board on the implementation and compliance of this policy.



TITLE: Consideration and Approval of The Tarrant County Juvenile Justice Alternative Education Program (JJAEP) Memorandum of Understanding 2025-2026 **DATE:** August 19, 2025

ACTION

BACKGROUND:

Chapter 37 of the Texas Education Code requires that the juvenile boards of counties with populations greater than 125,000 develop a juvenile justice alternative education program (Section 37.011). The juvenile justice alternative education programs developed and established are to serve those students who are expelled from public school under Section 37.007 (a), (d), and (e) of the Texas Education Code, and may serve students expelled from the public schools under Section 37.07 (b), (c), or (f) (discretionary expulsions).

CONSIDERATIONS:

- The Memorandum of Understanding attached as Exhibit 1 presents the design of the JJAEP as developed by the Tarrant County Juvenile Board.
- The Memorandum of Understanding outlines the responsibilities of districts that have students eligible to attend the program.
- If the District chooses to send students to the JJAEP for discretionary expulsion reasons, a fee of \$129 per day will be charged to the District by the JJAEP provider. The JJAEP will not serve students under 12 years of age who are removed from school under TEC 37.007 (b), (c), or (f). Students assigned for discretionary reasons will be served on a space available basis.
- The JJAEP will provide an exit packet and coordinate the student’s transition back to the regular campus.
- The Executive Director of Student Services is the designated representative to the Tarrant County JJAEP.

RECOMMENDATION:

The Superintendent recommends approval of the Memorandum of Understanding with Tarrant County, as presented, and that the Associate Superintendent for Student Services be designated to represent the Board in matters related to the Juvenile Justice Alternative Education Program.

RECOMMENDED MOTION:

“I move that we approve the JJAEP Memorandum of Understanding with Tarrant County as presented and designate the Associate Superintendent for Student Services as our representative.”

Attachment “A”

**JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM
IN TARRANT COUNTY
MEMORANDUM OF UNDERSTANDING**

Term of Agreement: August 1, 2025 – July 31, 2026

**TARRANT COUNTY JUVENILE BOARD
TARRANT COUNTY JUVENILE SERVICES
TARRANT COUNTY PUBLIC SCHOOL DISTRICTS
TARRANT COUNTY JUVENILE COURT**

This memorandum of understanding (MOU) is entered into pursuant to Chapter 37, Texas Education Code, by and between certain Texas public school districts in Tarrant County (“Districts”), as indicated by the signatures of their representatives to this Memorandum hereinbelow and Tarrant County, a political subdivision of the State of Texas (the “County”), acting through Tarrant County Juvenile Services (“TCJS”) and the Juvenile Board of Tarrant County.

WHEREAS, Tarrant County, Texas, has a population greater than 125,000, and therefore, the Tarrant County Juvenile Board is required to develop a Juvenile Justice Alternative Education Program (JJAEP) subject to the approval of the Texas Juvenile Justice Department; and

WHEREAS, the Districts of Tarrant County desire to participate in and positively support the Program.

NOW, THEREFORE, the Districts and the Juvenile Board, in consideration of the recitals set forth above and the terms, covenants, and conditions set forth herein, agree as follows:

1. **Subject of Agreement**: The Juvenile Board, in cooperation with the Districts, will provide the juvenile justice alternative educational programming as specified in Chapter 37, Texas Education Code, either through the direct provision of services or through a contractual agreement with an education provider. The programming will be managed by Tarrant County Juvenile Services (“TCJS”), subject to the oversight of the Juvenile Board. TCJS and its authorized representatives and employees shall be the contact points for the Districts regarding all JJAEP matters.

2. **School Districts**: The Juvenile Board will offer JJAEP services for the benefit of any school district located, in whole or in part, in Tarrant County, Texas, for students of the district who reside in Tarrant County or whose managing conservator, joint managing conservator, or possessory conservator reside in Tarrant County. The Districts include:

Arlington	Fort Worth
Azle	Grapevine-Colleyville
Birdville	Hurst Euless Bedford
Burleson	Keller
Carroll	Kennedale
Castleberry	Lake Worth
Crowley	Mansfield
Eagle Mountain-Saginaw	Northwest
Everman	White Settlement

3. **Location**: The JJAEP will be provided in a facility operated and maintained by Tarrant County, Texas, or through a contractual agreement with an education provider. Facilities must comply with all applicable federal, state, county, and city regulations.

4. **Eligibility and Enrollment:**

- A. Texas Education Code, Chapter 37.010(a) requires that every expelled student who is not detained or receiving treatment under an order of the juvenile court must be enrolled in an educational program. The JJAEP will provide services to students expelled under the mandatory expulsion criteria in Chapter 37.007(a), (d), or (e), or who are ordered to attend the JJAEP by the Juvenile Court.
 - B. The JJAEP will also provide services to students in grade levels 6th – 12th or ages 12 – 17 expelled under the discretionary expulsion criteria in Chapter 37.007(b), (c), or (f), and who are referred to the JJAEP by a District. Discretionary referrals will be accepted on an as-space-is-available basis.
 - C. Each District will provide the Director of TCJS with a viable estimate of the number of projected discretionary student attendance days to be utilized for the upcoming school year by completing the JJAEP School Year Projections report by June 30th each year. (Attachment A)
 - D. The Juvenile Board will provide JJAEP services to expelled students who are less than eighteen (18) years of age. Students who are referred, who are eighteen (18) years of age or older, will be reviewed for admission on an individual basis and will be admitted or denied at the sole discretion of the Director of TCJS. The JJAEP will be required to begin enrollment proceedings within two (2) working days of receipt of referral, and the student will attend the JJAEP within five (5) working days of the initiation of enrollment proceedings. Upon expulsion to JJAEP, parents electing to place their child in a private or home school will provide private school information or home school curriculum information to the JJAEP Probation Officer. The Probation Officer will review the terms of the expulsion order and all applicable terms of probation. If the District Court does not intervene by ordering this student to attend the JJAEP, then TCJS will notify the District Liaison of the parents' decision to place their child in a private or home school.
 - E. Eligibility for enrollment at the JJAEP is also determined by service capacity. The JJAEP will serve no more than a maximum of a hundred (100) students each day that school is in session. Upon reaching maximum capacity at the JJAEP, the Districts will serve any additional expelled students within their respective Districts until space becomes available at the JJAEP. Priority for eligibility for enrollment at the JJAEP once maximum capacity is reached will be on a first-come, first-served basis, determined by the date and time of the receipt by the JJAEP of the individual referral.
5. **Referral:** If a student is expelled under the mandatory or discretionary Title 5 felony expulsions provisions, the referral to TCJS requires a law enforcement report. If a student is removed to the JJAEP under the registered sex offender provision, the referral to TCJS requires official documentation of this registration. All referrals should be completed on the "Independent School District Removal and Expulsion Notification to Tarrant County Juvenile Services" form with the following attachments: expulsion order, sending school withdrawal form with grades, recent report card, TEA withdrawal form, status of LEP if applicable and any accompanying documentation regarding testing exemptions, high school transcript, TAKS/STAAR/EOC test profile sheet, recent TAKS/STAAR/EOC scores, graduation plan, birth certificate, social security, immunization record, special education records including recent admission review and dismissal (ARD) report, manifestation determination (ARD), individual education plan (IEP), modifications necessary for success in general education program, 504 C documents, and psychological assessment.

6. **Reimbursement:**

- A. From August 1, 2025 to July 31, 2026, the Juvenile Board will provide an alternative education program for expelled students who meet the criteria of Chapter 37, Section 37.007(a), (d), or (e), as outlined by the Texas Juvenile Justice Department, including mandatory expulsions when the adjudication petition is not sustained or if the proceeding is dismissed. The state will pay \$86.00 a day for each day of attendance.
- B. Each District that refers a student expelled under Chapter 37.007(b), (c), or (f) or removed under 37.309 will pay \$129.00 a day for every day of attendance. In the event of school closure, due to severe community health issues, disaster, flood, or extreme weather conditions, said District will pay \$125 a day during any such closure for up to five (5) school calendar days. Payments will be made within thirty (30) days of receipt of an invoice from TCJS. Districts placing discretionary students in the JJAEP agree up to a 180-day regular school year, and up to a 35-day summer school program.

7. **Due Process:** Students who are expelled from the school district setting will be afforded due process within the respective District as provided by District policy and federal and state law.

8. **Notice:**

- A. For purposes of this Agreement and pursuant to the Texas Family Code, Section 52.041(e), notice by a school district of an expulsion must be provided to Tarrant County Juvenile Services, 3131 Sanguinet, Fort Worth, Texas 76107, within two (2) working days of the expulsion order. Failure to timely notify Juvenile Services will result in the District's duty to compel the student to continue attending the District's educational program, which will be provided to that student until such time as the notification to Juvenile Services is properly made.
- B. Juvenile Services will provide notification to Districts of action taken regarding expulsion referrals within two (2) working days of the disposition of those cases identified in accordance with Texas Family Code, Section 52.041(d).

9. **Placement Term:** For each student expelled under mandatory and discretionary expulsion criteria, who is placed in the JJAEP by a District or TCJS, the minimum term of such placement will be coterminous with the term of the student's expulsion from school. The minimum placement in JJAEP will be sixty (60) successful days of attendance and appropriate behavior. The maximum placement shall be twelve (12) months and is reserved only for firearms offenses. The JJAEP may offer incentives for positive behavior, which may include up to a twenty (20) day reduction in the expulsion term. District expulsion orders will require the student to successfully complete all program requirements of the JJAEP. A weekly attendance progress record will be provided to the Districts. For each student expelled under the mandatory expulsion criteria who is placed at the JJAEP, the Juvenile Court will consider the term of a student's expulsion in entering any order as to the student, including terms and conditions of release from custody, deferred prosecution, or probation. Upon the student meeting all expulsion and Court requirements or the JJAEP receiving official documentation that the Title 5 felony charges leading to the expulsion have been dismissed or reduced to a misdemeanor offense, the student's enrollment will be transferred to the District of residence. The student's assignment at the District of residence will be within the sole discretion of the district of residence.

10. **District Liaison:** The District will appoint a person to coordinate referral and transition services and communications related to the intake, educational programming, and the transition back to the

District for students who have fulfilled all conditions of expulsion and/or court-ordered placement at the JJAEP.

11. **Transportation**: Transportation of students to the JJAEP is the responsibility of the student and/or their parents. Special Education students' transportation to the JJAEP (as a related service) will be reviewed by the District ARD committee prior to placement and may be provided as determined by District policy. In circumstances where transportation services are provided by the JJAEP, the District will provide a designated, supervised pick-up and drop-off point for JJAEP students from their District. Tarrant County shall be reimbursed for appropriate transportation expenses as provided by law. The reimbursement terms shall be negotiated by the Board, or its representative, and all applicable Districts, individually or collectively, as appropriate.
12. **Instructional Program**: The JJAEP will provide instruction in English Language Arts, Math, Science, Social Studies, and self-discipline.
13. **Academic Progress Review**: The JJAEP will ensure a review of the student's academic progress with each enrolled student and with the student's parent/guardian at every JJAEP grade reporting period (not to exceed six (6) weeks), and at discharge.
14. **Graduation Plan**: The District and JJAEP will ensure the development of a specific graduation plan for each enrolled high school student. The JJAEP will review a student's progress toward meeting high school graduation requirements at the end of every semester. The District will consider work completed and/or course credit earned in the JJAEP as credit earned at a District school.
15. **Special Education/ESL/504 Services**:
 - A. The JJAEP must be notified in writing and invited to participate in all ARD committee meetings scheduled to consider placement at the JJAEP for a special education student. The District Liaison is responsible for notifying all parties involved. Prior to the ARD, the District will contact the JJAEP Coordinator of Educational Services to discuss the student transition plan. Students with disabilities who are placed in the JJAEP will be afforded education services determined by a duly constituted ARD committee to be appropriate for the student to receive a free and appropriate public education as defined by Federal and State laws. Both those educational and non-educational services to be provided in accordance with the student's IEP, which are not statutorily required to be provided by the JJAEP, will be provided by the District. The District will be responsible for annual ARDs, three-year re-evaluation ARDs, and assessments.
 - B. The JJAEP provider may request in writing to the District Liaison the evaluation of a JJAEP student to review or determine the need for special education and related services. The District will prioritize these requests.
 - C. The JJAEP, in collaboration with the sending District, must ensure that a student who is non-English speaking or who speaks English as a second language is provided ESL/LEP services and instruction appropriate to address his or her needs, as determined by a language proficiency assessment committee (LPAC). Documentation of the LPAC determinations will be provided and maintained by the sending Districts.
 - D. The JJAEP must be notified, in writing, at the time of referral, of all students who require 504 accommodations. The JJAEP will provide 504 accommodations as indicated and in conjunction with the sending District.

16. **Transition Process:** In anticipation that a student is going to meet the District expulsion order and Court requirements, the JJAEP will contact the District Liaison 7-10 days prior to the anticipated release date to determine the student's placement upon return. The JJAEP will complete the exit packet and coordinate the student's transition with the parent and receiving school.
17. **Student Codes of Conduct:** The Juvenile Board will ensure the development and adoption of a Student Code of Conduct for students enrolled in the JJAEP. In order to facilitate student transition planning, the District will file with the Juvenile Board a copy of the District's approved Student Code of Conduct. The TEC 37.007(c) defines the serious misbehaviors for which a student may be placed in the JJAEP if the conduct occurs while the student is enrolled in the District's Alternative Education Program ("DAEP").
18. **Compulsory Attendance:** The JJAEP will enforce the compulsory attendance laws for students enrolled in the program. The JJAEP will notify the District Liaison when a student fails to enroll, and the District will enforce the compulsory attendance laws as to that student. The JJAEP will provide the District Liaison a preliminary JJAEP school calendar for the upcoming school year by August 1st each year.
19. **Term:** The term of this agreement will commence on the 1st day of August 2025 and will end on July 31, 2026.
20. **Disclosure of Interested Parties:** All signatures acknowledge that it is a "governmental entity" and not a "business entity" as those terms are defined in Tex. Gov't Code § 2252.908, and therefore, no disclosure of interested parties pursuant to Tex. Gov't Code Section 2252.908 is required.

[Signature Page Follows]

Executed on the _____ day of _____, 2025.

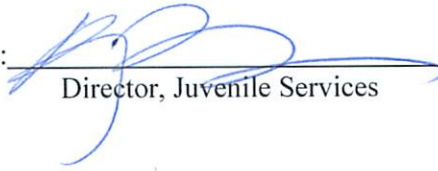
_____ Independent School District Tarrant County

By: _____
Board of Trustees, President

By: 
Juvenile Board, Interim Chairman

Attest:

By: _____
Board of Trustees, Secretary

By: 
Director, Juvenile Services

Recommended:

By: _____
Superintendent

**Attachment A
JJAEP School Year Projections Report**

The Memorandum of Understanding states:

Each District will provide the Director of TCJS a viable estimate of the number of projected **discretionary** student attendance days to be utilized for the upcoming school year by completing the JJAEP School Year Projections report by June 30th each year.

Projected # of new discretionary referrals to the JJAEP for the 2025/2026 School Year:

Priority 1

of new discretionary Title 5 felonies and registered sex offender referrals: _____

Priority 2

of other new discretionary referrals accompanied by a felony, a class A or B misdemeanor law enforcement report #: _____

Priority 3

of other new discretionary referrals, such as serious misbehavior while in a DAEP: _____

Projected # of discretionary student attendance days to be utilized at the JJAEP for the 2025/2026 School Year: _____

District

District Liaison Signature

Date



**Board of School Trustees
Mansfield Independent School District**

TITLE: Consideration and Approval of
Request for Board Approval of Personal
Services Contract

DATE: August 19, 2025

Consent

BACKGROUND:

HB 3372 prohibits school district administrators from receiving financial benefits for performing personal services for: 1) any business entity that conducts or solicits business with the district that employs the administrator; (2) an education business that provides services regarding the curriculum or administration of any school district; or (3) other public education institutions, including open-enrollment charter schools and regional education service centers. While the law provides no exception for the first scenario listed above (a business entity that conducts or solicits business with the district), it does provide for an exception to the second and third scenarios, but only for administrators other than a member of a board of managers, a superintendent, or an associate superintendent. This exception requires that the following specific actions take place:

- The employee must provide the Board of Trustees with “a written contract describing the services to be performed by the administrator”; and
- The Board of Trustees must vote to approve the contract after determining that:
 - The contract will not harm the District;
 - The arrangement does not present a conflict of interest; and
 - The services to be performed by the administrator will be performed entirely on the administrator’s personal time.

RECOMMENDATION:

The Superintendent recommends approval of the Request for Board Approval of Personal Services Contract as presented.

RECOMMENDED MOTION:

“I move that we approve the Request for Board Approval of Personal Services Contract as presented.”

**REQUEST FOR BOARD APPROVAL OF
PERSONAL SERVICES CONTRACT**

Pursuant to House Bill 3372 (Effective June 22, 2025)

INSTRUCTIONS: This form must be submitted at least five (10) school days prior to a regularly scheduled Board meeting, but earlier submission is strongly encouraged. A copy of the written personal services contract must be attached to receive consideration. Incomplete forms or late submissions may result in delays or denial of review.

Administrator Information

Full Name: Tammy Lusinger

Job Title/Position: Director of Student Support

Campus/Department: Student Services

Email Address: tammylusinger@misdmail.org

Phone Number: 817-299-7592 (wk) or 817-455-3482 (cell)

Contracting Entity Information

Name of Contracting Entity: TASO Volleyball

Does the entity conduct or solicit business with Mansfield ISD?

Yes → STOP. This arrangement may not qualify for an exception under HB 3372. You are advised to seek legal counsel.

No

Type of Entity (Check one):

Business (conducts or solicits business with the District)

Education Business (provides services regarding curriculum/administration)

Public Education Institution (e.g., charter school, regional education service center, other ISD)

Contract Information

Title of Services to Be Performed: Officiate volleyball

Brief Description of Services: TASO provides volleyball officials for middle school and high school matches. I have blocked all MISD teams to avoid any conflict of interest.

Total Compensation to Be Received: \$ See Attached

Term/Duration of Contract: Volleyball season ends on November 22nd, 2025

Will any services be performed during your regular work hours?

Yes → STOP. Services must be performed entirely on personal time.

No

Attach a copy of the written contract describing the services to be performed.

Attached

Acknowledgments

(Please initial each statement)

X I acknowledge that the services described will be performed entirely on my personal time, outside of my work hours with the District.

X I acknowledge that the contract does not create a conflict of interest with my duties to the District.

X I acknowledge that the arrangement will not harm the District or interfere with District operations.

X I acknowledge that the contract is subject to disclosure under the Texas Public Information Act.

X I acknowledge that violation of HB 3372 may result in personal civil penalties up to \$10,000 per violation.

Signature

Signature: _____

Danny J. Jarama

Date: _____

8/11/2025

[Remainder of page intentionally left blank]

District Use Only

Date Received: _____

Reviewed by (Name & Title): _____

- Contract Attached.
- Administrator is not a Superintendent, Associate Superintendent, or Board of Managers member.
- Administrator's responsibilities do not primarily involve classroom instruction.
- Administrator is not a Trustee.

Recommendation:

- Forward to Board for Consideration
- Returned – Not Eligible
- Returned – Incomplete

Board of Trustees Action

(To be completed following Board review)

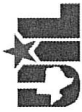
- Approved
- Denied

Board Meeting Date: _____

Comments or Conditions (if any): _____

Board President Signature: _____

Date: _____



SINGLE OFFICIAL FEE SCHEDULE 2025-2026 GIRLS VOLLEYBALL

First Dollar Amount Listed = Fee for One (1) Game Officiated with Mileage Fee Included
Second Dollar Amount Listed = Fee for Each Additional Game Officiated

Type of Game	1 - 30.9 Miles	31 - 60.9 Miles	61 - 90.9 Miles
Single Official – Varsity	\$125/\$105	\$140/\$105	\$155/\$105
Single Official – Sub-Varsity: 2 out of 3 Sets	\$95/\$75	\$110/\$75	\$125/\$75
Single Official – Sub-Varsity: 3 out of 5 Sets	\$102.50/\$82.50	\$117.50/\$82.50	\$132.50/\$82.50
Single Official – Junior High (7 th & 8 th Grade)	\$87.50/\$67.50	\$102.50/\$67.50	\$117.50/\$67.50
Single Official – Tournament – Varsity: 2 out of 3 Sets	\$110/\$90	\$125/\$90	\$140/\$90
Single Official – Tournament – Varsity: 3 out of 5 Sets	\$125/\$105	\$140/\$105	\$155/\$105
Single Official – Tournament – Sub-Varsity: 2 out of 3 Sets	\$95/\$75	\$110/\$75	\$125/\$75
Single Official – Tournament – Sub-Varsity: 3 out of 5 Sets	\$102.50/\$82.50	\$117.50/\$82.50	\$132.50/\$82.50
Single Official – Tournament: Junior High (7 th & 8 th Grade)	\$87.50/\$67.50	\$102.50/\$67.50	\$117.50/\$67.50
Single Official – Pool Play: Varsity (Mini Games/2, Games 0-15)	\$87.50/\$67.50	\$102.50/\$67.50	\$117.50/\$67.50
Single Official – Pool Play: Sub-Varsity (Mini Games/2, Games 0-15)	\$80/\$60	\$95/\$60	\$110/\$60
Single Official – Pool Play: Junior High (Mini Games/2, Games 0-15)	\$80/\$60	\$95/\$60	\$110/\$60

**REQUEST FOR BOARD APPROVAL OF
PERSONAL SERVICES CONTRACT**

Pursuant to House Bill 3372 (Effective June 22, 2025)

INSTRUCTIONS: This form must be submitted at least five (10) school days prior to a regularly scheduled Board meeting, but earlier submission is strongly encouraged. A copy of the written personal services contract must be attached to receive consideration. Incomplete forms or late submissions may result in delays or denial of review.

Administrator Information

Full Name: Michelle Morris

Job Title/Position: Athletic Coordinator/Coach

Campus/Department: Legacy HS/Athletics

Email Address: michellemorris@misdmail.org

Phone Number: 281-686-2292

Contracting Entity Information

Name of Contracting Entity: TASO (Texas Association of Sports Officials)

Does the entity conduct or solicit business with Mansfield ISD?

Yes → STOP. This arrangement may not qualify for an exception under HB 3372. You are advised to seek legal counsel.

No

Type of Entity (Check one):

Business (conducts or solicits business with the District)

Education Business (provides services regarding curriculum/administration)

Public Education Institution (e.g., charter school, regional education service center, other ISD)

Contract Information

Title of Services to Be Performed: Volleyball official

Brief Description of Services: Officiating volleyball for TASO

Total Compensation to Be Received: \$ 1000.00

Term/Duration of Contract: 8/2025-11/1/2025

Will any services be performed during your regular work hours?

Yes → STOP. Services must be performed entirely on personal time.

No

Attach a copy of the written contract describing the services to be performed.

Attached

Acknowledgments

(Please initial each statement)

MM I acknowledge that the services described will be performed entirely on my personal time, outside of my work hours with the District.

MM I acknowledge that the contract does not create a conflict of interest with my duties to the District.

MM I acknowledge that the arrangement will not harm the District or interfere with District operations.

MM I acknowledge that the contract is subject to disclosure under the Texas Public Information Act.

MM I acknowledge that violation of HB 3372 may result in personal civil penalties up to \$10,000 per violation.

Signature Michelle Mrs **Signature**

Date: 8/7/25

[Remainder of page intentionally left blank]

District Use Only

Page 2 of 3

Date Received: _____

Reviewed by (Name & Title): _____

- Contract Attached.
- Administrator is not a Superintendent, Associate Superintendent, or Board of Managers member.
- Administrator's responsibilities do not primarily involve classroom instruction.
- Administrator is not a Trustee.

Recommendation:

- Forward to Board for Consideration
- Returned – Not Eligible
- Returned – Incomplete

Board of Trustees Action

(To be completed following Board review)

- Approved
- Denied

Board Meeting Date: _____

Comments or Conditions (if any): _____

Board President Signature: _____

Date: _____