

HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES

Notice is hereby given that a meeting of the Board of Trustees of the Hays Consolidated Independent School District will be held on Friday, August 8, 2025 beginning at 8:00 AM at Hays CISD Merideth Keller Board Room, 21003 IH 35, Kyle, TX 78640.

If during the course of the meeting, discussion of any item on the agenda should be held in a closed session, the Board will adjourn to a closed session in accordance with the Texas Open Meetings Act, Texas Government Code Section 551, Subchapters D and E or Texas Government Code Section 418.183(f). Before any closed session is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions or decisions will be taken in open meeting. Policy BEC Legal attached.

The subjects to be discussed, considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

- A. Call to Order  
Establish a quorum
- B. Public Forum 5  
It is the policy of the Board that, if members of the public wish to address the Board in Public Forum, they must complete and submit the Request to Address the Board of Trustees form (green sheet). This form may be obtained at the entrance of the boardroom and must be submitted to Tim Savoy, Chief Information Officer, at the entrance prior to reconvening in open session. Public participation in Board meetings is limited to the Public Forum portion of the meeting agenda, as is provided in Board policy.  
*Please be aware that the audio and video of Public Forum are recorded as part of the recording of the entire meeting and are published on the District's website without alteration. A person who chooses to speak in Public Forum is consenting to the online publication of their comments.*
- C. Required Board Training: BBD Team Building 6  
State Mandated Board Training: Team Building according to Board Policy BBD
- D. Review and discussion of the Hays CISD Mission Statement, Vision Statement, and Beliefs 20
- E. Review and discussion of the Hays CISD Board Operating Procedures 24
- F. Lunch Break
- G. Review and discussion of the Hays CISD Board of Trustees Social Contract 44
- H. Development of District Goals 46  
Review and discussion of Superintendent and Cabinet member goals and initiatives for each division
- I. Upcoming Board Meetings 47  
August 25, 2025 - 5:30 pm  
September 15, 2025 - 5:30 pm  
September 22, 2025 - 5:30 pm  
October 20, 2025 - 5:30 pm  
October 27, 2025 - 5:30 pm  
November 17, 2025 - **5:00 pm**  
December 8, 2025 - **5:00 pm**  
**TUESDAY**, January 20, 2026 - 5:30 pm  
January 26, 2026 - 5:30 pm  
**TUESDAY**, February 17, 2026 - 5:30 pm  
February 23, 2026 - 5:30 pm  
March 30, 2026 - 5:30 pm

April 20, 2026 - 5:30 pm

April 27, 2026 - 5:30 pm

May 11, 2026 - **5:00 pm**

May 18, 2026 - 5:30 pm

June 22, 2026 - 5:30 pm

June 29, 2026 - 5:30 pm

July 27, 2026 - 5:30 pm - *Special Meeting: Superintendent Evaluation*

*Official Board of Trustees information may be obtained at [www.hayscisd.net](http://www.hayscisd.net)*

J. Adjourn

This notice was posted in compliance with the Texas Open Meetings act on: Monday, August 4, 2025 @ 2:30PM

### Exceptions for Closed Meetings

A board may conduct a closed meeting for the purposes described in the following provisions.

#### Attorney Consultation

A board may conduct a private consultation with its attorney only when it seeks the attorney's advice about pending or contemplated litigation or a settlement offer or on a matter in which the duty of the attorney to the board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the requirement for open meetings. *Gov't Code 551.071* [See BE for permissible methods of communication for attorney consultations]

#### Real Property

A board may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the board's position in negotiations with a third person. *Gov't Code 551.072*

#### Prospective Gift

A board may conduct a closed meeting to deliberate a negotiated contract for a prospective gift or donation to a district if deliberation in an open meeting would have a detrimental effect on the board's position in negotiations with a third person. *Gov't Code 551.073*

#### Personnel Matters

A board is not required to conduct an open meeting to deliberate 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. However, a board may not conduct a closed meeting for these purposes if the officer or employee who is the subject of the deliberation or hearing requests a public hearing. *Gov't Code 551.074*

The closed meeting exception for personnel matters does not apply when a board discusses an independent contractor who is not a school employee, such as an engineering, architectural, or consultant firm, or when a board discusses a class or group of employees, not a particular employee. *Atty. Gen. Op. MW-129 (1980), Atty. Gen. Op. H-496 (1975)*

*Employee-Employee Complaints* A board is not required to conduct an open meeting to deliberate in a case in which a complaint or charge is brought against a district employee by another employee and the complaint or charge directly results in the need for a hearing. However, a board may not conduct a closed meeting for this purpose if the employee against whom the complaint or charge is brought makes a written request for an open hearing. *Gov't Code 551.082*

*Student Discipline* A board is not required to conduct an open meeting to deliberate in a case in which a complaint or charge is brought against a district employee by another employee and the complaint or charge directly results in the need for a hearing. However, a board may not conduct a closed meeting for this purpose if the employee against whom the complaint or charge is brought makes a written request for an open hearing. *Gov't Code 551.082*

#### Personally Identifiable Student Information

A board is not required to conduct an open meeting to deliberate a matter regarding a student if personally identifiable information about the student will necessarily be revealed by the deliberation.

Directory information about a public school student is considered to be personally identifiable information about the student for this purpose only if a parent or guardian of the student, or the student if the student has attained 18 years of age, has informed a district that the directory information should not be released without prior consent. [See FL]

This exception does not apply if an open meeting about the matter is requested in writing by a parent or guardian of the student or by the student if the student has attained 18 years of age.

*Gov't Code 551.0821*

#### Medical or Psychiatric Records

A board that administers a public insurance, health, or retirement plan is not required to conduct an open meeting to deliberate

1. The medical records or psychiatric records of an individual applicant for a benefit from the plan; or
2. A matter that includes a consideration of information in the medical or psychiatric records of an individual applicant for a benefit from the plan.

*Gov't Code 551.0785*

#### Security

A board is not required to conduct an open meeting to deliberate:

1. The deployment, or specific occasions for implementation, of security personnel or devices, or
2. A security audit

*Gov't Code 551.076*

A board is not required to conduct an open meeting to deliberate:

1. Security assessments or deployments relating to information resources technology;
2. Network security information as described by Government Code 2059.055(b); or
3. The deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

*Gov't Code 551.089*

#### Assessment Instruments

A board shall conduct a closed meeting to discuss or adopt individual assessment instruments or assessment instrument items. *Education Code 39.030(a)*

#### Emergency Management

A board is not required to conduct an open meeting to deliberate information confidential under Government Code 418.175–418.182, Management relating to Homeland Security. However, a board must make a tape recording of the proceedings of a closed meeting held to deliberate the information. *Gov't Code 418.183(f)*

#### Economic Development Negotiations

A board is not required to conduct an open meeting:

1. To discuss or deliberate regarding commercial or financial information that the board has received from a business prospect that the board seeks to have locate, stay, or expand in or near a district and with which the board is conducting economic development negotiations; or
2. To deliberate the offer of a financial or other incentive to such a business prospect.

**Procedures for Closed Meetings**

If a closed meeting is allowed, a board shall not conduct the closed meeting unless a quorum of the board first convenes in an open meeting for which proper notice has been given [see BE] and the presiding officer has publicly announced that a closed meeting will be held and has identified the section or sections of the Open Meetings Act or other applicable law under which the closed meeting is held. *Gov't Code 551.101*

**Vote or Final Action**

A final action, decision, or vote on a matter deliberated in a closed meeting shall be made only in an open meeting for which proper notice has been given. *Gov't Code 551.102* [See BE]

**Certified Agenda or Recording**

A board shall either keep a certified agenda or make a recording of the proceedings of each closed meeting, except for private consultation with a district's attorney. The certified agenda must include a statement of the subject matter of each deliberation, a record of any further action taken, and an announcement by the presiding officer at the beginning and end of the closed meeting indicating the date and time. A presiding officer shall certify that a certified agenda is a true and correct record of the proceedings. If a recording is made, it must include announcements by the presiding officer at the beginning and end of the meeting indicating the date and time. *Gov't Code 551.103*

"Recording" means a tangible medium on which audio or a combination of audio and video is recorded, including a disc, tape, wire, film, electronic storage drive, or other medium now existing or later developed. *Gov't Code 551.001(7)*

Closed meetings may not be recorded by an individual trustee against the wishes of a majority of a board. *Zamora v. Edgewood Indep. Sch. Dist., 592 S.W.2d 649 (Tex. App.—San Antonio, 1979, writ ref'd n.r.e.)*

**Preservation**

A board shall preserve the certified agenda or recording of a closed meeting for at least two years after the date of the meeting. If a legal action involving the meeting is brought within that period, the board shall preserve the certified agenda or recording while the action is pending. *Gov't Code 551.104(a)*

**Public Access**

A certified agenda or recording of a closed meeting is available for public inspection and copying only under a court order issued as a result of litigation involving an alleged violation of the Open Meetings Act. *Gov't Code 551.104(b), (c)*

**Prohibitions**

No board member shall participate in a closed meeting knowing that neither a certified agenda nor a recording of the closed meeting is being made. *Gov't Code 551.145*

No individual, corporation, or partnership shall without lawful authority disclose to a member of the public the certified agenda or recording of a meeting that was lawfully closed to the public. *Gov't Code 551.146*

No board member shall knowingly call or aid in calling or organizing a closed meeting that is not permitted under the Open Meetings Act, close or aid in closing a regular meeting to the public except as permitted under the Open Meetings Act, or participate in a closed meeting that is not permitted under the Open Meetings Act. *Gov't Code 551.144(a)*

**Affirmative Defense**

It is an affirmative defense to prosecution under Subsection 551.144(a) that a board member acted in reasonable reliance on a court order or a written interpretation of the open meetings law contained in an opinion of a court of record, the attorney general, or the board's attorney. *Gov't Code 551.144(c)*

DATE ISSUED: 11/16/2017

UPDATE 109

BEC(LEGAL)-P

# HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT BOARD OF TRUSTEES

Date: August 8, 2025

Agenda Item: B

Board Goal: Community Relations

Subject: Public Forum

Administrator Responsible/Position: Dr. Eric Wright, Superintendent

**A. Purpose of Agenda Item**

Action needed

Information only

Receive input

**B. Authority for This Action:**

Local Policy BED

Law or Rule

N/A

The Board encourages comments from citizens of the District and from District employees.

Policy BED local states that audience participation at a Board Meeting is limited to the public comment portion of the meeting designated for that purpose. At all other times during a Board Meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer. An open forum will be conducted at each meeting. The Board shall allot approximately 30 minutes for comments from members of the public about school district concerns.

Any member of the public who wishes to address the Board in Public Forum must complete and submit the Request to Address the Board of Trustees form (green sheet). This form may be obtained and at the entrance to the Board room and must be submitted to Tim Savoy, Chief Information Officer, at the entrance prior to reconvening in open session. Public participation in Board meetings is limited to the Public Forum portion of the meeting agenda, as is provided in Board policy.

Board Policy DEC (LOCAL) sets the maximum time for any individual presentation as 5 minutes, unless decreased by the Board President prior to the start of public comment. In order to ensure efficiency in all meetings, our standard practice is to afford 3 minutes for speakers covering current agenda items and 2 minutes for speakers covering non-agenda items. Speakers with comments on posted agenda items will be called to speak first. Speakers with comments on items not posted for tonight's agenda will then be called to speak, if time permits.

*Please be aware that the audio and video of Public Forum is recorded as part of the recording of the entire meeting and is published on the District's website without alteration. A person who chooses to speak in Public Forum consents to the online publication of their comments.*

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES**

**Date: August 8, 2025**

**Agenda Item: C**

**Board Goal: Community Relations**

**Subject: State Mandated Board Training: Team Building according to Board Policy BBD**

**Administrator Responsible/Position: Dr. Eric Wright, Superintendent of Schools**

**A. Purpose of Agenda Item:**

Action Needed

Information Only

Receive Input

**B. Authority for This Action:**

Local Policy

Law or Rule – BBD (LEGAL)

NA

**C. Summary:**

The entire board shall participate with their superintendent in a team-building session.

The purpose of the team-building session is to enhance the effectiveness of the board-superintendent team and to assess the continuing education needs of the board-superintendent team.

The session shall be held annually and shall be at least three hours in length.

The session shall include a review of the roles, rights, and responsibilities of the board as outlined in the framework for governance leadership. The assessment of needs shall be based on the framework for governance leadership and shall be used to plan continuing education activities for the year for the governance leadership team.

The team-building session shall be provided by an ESC or a registered provider in accordance with 19 TAC 61.1(b)(4).

BOARD MEMBERS  
TRAINING AND ORIENTATION

BBD  
(LEGAL)

**Open Meetings Act  
Training**

Not later than the 90th day after taking the oath of office, each board member shall complete training of not less than one and not more than two hours regarding the responsibilities of the board and its members under Government Code Chapter 551 (Open Meetings Act).

The attorney general may provide the training and may also approve other acceptable sources of training.

The board shall maintain and make available for public inspection the record of its members' completion of the training. The failure of one or more members of the board to complete the training does not affect the validity of an action taken by the board.

*Gov't Code 551.005*

**Public Information  
Act Training**

Not later than the 90th day after taking the oath of office, each board member shall complete training of not less than one and not more than two hours regarding the responsibilities of the board and its officers and employees under Government Code Chapter 552 (Public Information Act [PIA]). A board member may designate a public information coordinator to satisfy the training for the board member if the public information coordinator is primarily responsible for administering the responsibilities of the board member or board under the PIA. The attorney general may require a board member to complete the course of training if the attorney general determines that the district has failed to comply with a requirement of the PIA. *Gov't Code 552.012(b), (b-1), (c)* [See GBAA regarding public information coordinator training.]

**SBOE-Required  
Training**

A trustee must complete any training required by the State Board of Education (SBOE). *Education Code 11.159*

The SBOE's framework for governance leadership [see BBD(EXHIBIT)] shall be distributed annually by the board president to all current board members and the superintendent. *19 TAC 61.1(a)*

The continuing education required under Education Code 11.159 applies to each member of the board. To the extent possible, an entire board shall participate in continuing education programs together. *19 TAC 61.1(b), (i)*

No continuing education shall take place during a board meeting unless that meeting is called expressly for the delivery of board member continuing education. Continuing education may take place prior to or after a legally called board meeting in accordance with Government Code 551.001(4) (definition of "meeting"). *19 TAC 61.1(e)*

A regional education service center (ESC) board member continuing education program shall be open to any interested person, including a current or prospective board member. A district is not responsible for any costs associated with individuals who are not current board members. *19 TAC 61.1(f)*

Annually, the SBOE shall commend those board-superintendent teams that complete at least eight hours of the continuing education specified at Team Building and Additional Continuing Education, below, as an entire board-superintendent team.

Annually, the SBOE shall commend board-superintendent teams that effectively implement the commissioner of education's trustee improvement and evaluation tool developed under Education Code 11.182 [see BG] or any other tool approved by the commissioner.

*19 TAC 61.1(k), (l)*

Verification

For each training described below, the provider of continuing education shall provide verification of completion of board member continuing education to the individual participant and to the participant's school district. The verification must include the provider's authorization or registration number. *19 TAC 61.1(h)*

Reporting

At the last regular board meeting before an election of trustees, the board president shall announce the name of each board member who has completed the required continuing education, who has exceeded the required hours of continuing education, and who is deficient in meeting the required continuing education as of the anniversary of the date of each board member's election or appointment to the board or two-year anniversary of his or her previous training, as applicable. The announcement shall state that completing the required continuing education is a basic obligation and expectation of any board member under SBOE rule. The minutes of the last regular board meeting held before an election of trustees must reflect whether each trustee has met or is deficient in meeting the training required for the trustee as of the first anniversary of the date of the trustee's election or appointment or two-year anniversary of his or her previous training, as applicable. The president shall cause the minutes to reflect the announcement and, if the minutes reflect that a trustee is deficient in training as of the anniversary of his or her joining the board, the district shall post the minutes on the district's internet website within 10 business days of the meeting and maintain the posting until the trustee meets the requirements. *19 TAC 61.1(j); Education Code 11.159(b)*

Local District  
Orientation

Each board member shall complete a local district orientation session. The purpose of the local orientation is to familiarize new

board members with local board policies and procedures and district goals and priorities.

A candidate for school board may complete the training up to one year before he or she is elected or appointed. A newly elected or appointed board member who did not complete this training in the year preceding his or her election or appointment must complete the training within 120 calendar days after election or appointment.

The orientation shall:

1. Be at least three hours in length.
2. Address local district practices in the following, in addition to topics chosen by the local district:
  - a. Curriculum and instruction;
  - b. Business and finance operations;
  - c. District operations;
  - d. Superintendent evaluation; and
  - e. Board member roles and responsibilities.

Each board member should be made aware of the continuing education requirements of 19 Administrative Code 61.1 and those of the following:

1. Open meetings act in Government Code 551.005 [see Open Meetings Act Training above];
2. Public information act in Government Code 552.012 [see Public Information Act Training above]; and
3. Cybersecurity in Government Code 2054.5191 [see CQB].

The orientation shall be open to any board member who chooses to attend.

*19 TAC 61.1(b)(1)*

Education Code  
Orientation

Each board member shall complete a basic orientation to the Education Code and relevant legal obligations. The orientation shall have special, but not exclusive, emphasis on statutory provisions related to governing Texas school districts.

A candidate for school board may complete the training up to one year before he or she is elected or appointed. A newly elected or appointed board member who did not complete this training in the year preceding his or her election or appointment must complete the training within 120 calendar days after election or appointment.

The orientation shall be at least three hours in length. Topics shall include, but not be limited to, Education Code Chapter 26 (Parental Rights and Responsibilities) and Education Code 28.004 (Local School Health Advisory Council and Health Education Instruction).

The orientation shall:

1. Be provided by an ESC.
2. Be open to any board member who chooses to attend.

The continuing education may be fulfilled through online instruction, provided that the training incorporates interactive activities that assess learning and provide feedback to the learner and offers an opportunity for interaction with the instructor.

*19 TAC 61.1(b)(2)*

Legislative Update

After each session of the Texas Legislature, including each regular session and called session related to education, each board member shall complete an update to the basic orientation to the Education Code.

The update session shall be of sufficient length to familiarize board members with major changes in statute and other relevant legal developments related to school governance.

The update shall be provided by an ESC or a registered provider [see Registered Provider, below].

A board member who has attended an ESC basic orientation session described at Education Code Orientation, above, that incorporated the most recent legislative changes is not required to attend an update.

The continuing education may be fulfilled through online instruction, provided that the training is designed and offered by a registered provider, incorporates interactive activities that assess learning and provide feedback to the learner, and offers an opportunity for interaction with the instructor.

*19 TAC 61.1(b)(3)*

Team Building

The entire board shall participate with their superintendent in a team-building session.

The purpose of the team-building session is to enhance the effectiveness of the board-superintendent team and to assess the continuing education needs of the board-superintendent team.

The session shall be held annually and shall be at least three hours in length.

BOARD MEMBERS  
TRAINING AND ORIENTATION

BBD  
(LEGAL)

The session shall include a review of the roles, rights, and responsibilities of the board as outlined in the framework for governance leadership. [See BBD(EXHIBIT)] The assessment of needs shall be based on the framework for governance leadership and shall be used to plan continuing education activities for the year for the governance leadership team.

The team-building session shall be provided by an ESC or a registered provider [see Registered Provider and Authorized Provider, below].

*19 TAC 61.1(b)(4)*

Additional  
Continuing  
Education (Based  
on Assessed  
Needs)

In addition to the continuing education requirements set out above, each board member shall complete additional continuing education based on the framework for governance leadership. [See BBD(EXHIBIT)]

The purpose of continuing education is to address the continuing education needs referenced at Team Building above.

The continuing education shall be completed annually.

At least 50 percent of the continuing education shall be designed and delivered by persons not employed or affiliated with the board member's school district. No more than one hour of the required continuing education that is delivered by the district may use self-instructional materials.

The continuing education shall be provided by an ESC or a registered provider [see Registered Provider, below].

The continuing education may be fulfilled through online instruction, provided that the training is designed and offered by a registered provider, incorporates interactive activities that assess learning and provide feedback to the learner, and offers an opportunity for interaction with the instructor.

*First Year*

In a board member's first year of service, he or she shall complete at least 10 hours of continuing education in fulfillment of assessed needs.

*Subsequent  
Years*

Following a board member's first year of service, he or she shall complete at least five hours of continuing education annually in fulfillment of assessed needs.

*Board President*

A board president shall complete continuing education related to leadership duties of a board president as some portion of the annual requirement.

*19 TAC 61.1(b)(5)*

BOARD MEMBERS  
TRAINING AND ORIENTATION

BBD  
(LEGAL)

Evaluating Student  
Academic  
Performance

Each board member shall complete continuing education on evaluating student academic performance and setting individual campus goals for early childhood literacy and mathematics and college, career, and military readiness.

The purpose of the training on evaluating student academic performance is to provide research-based information to board members that is designed to support the oversight role of the board of trustees outlined in Education Code 11.1515. [See BAA]

The purpose of the continuing education on setting individual campus goals for early childhood literacy and mathematics and college, career, and military readiness is to facilitate boards meeting the requirements of Education Code 11.185 and 11.186.

A candidate for school board may complete the training up to one year before he or she is elected or appointed. A newly elected or appointed board member who did not complete this training in the year preceding his or her election or appointment must complete the training within 120 calendar days after election or appointment.

The continuing education shall be completed every two years and shall be at least three hours in length.

The continuing education required by this provision shall include, at a minimum:

1. Instruction in school board behaviors correlated with improved student outcomes with emphasis on:
  - a. Setting specific, quantifiable student outcome goals; and
  - b. Adopting plans to improve early literacy and numeracy and college, career, and military readiness for applicable student groups evaluated in the Closing the Gaps domain of the state accountability system established under Education Code Chapter 39;
2. Instruction in progress monitoring practices to improve student outcomes; and
3. Instruction in state accountability with emphasis on the Texas Essential Knowledge and Skills, state assessment instruments administered under Education Code Chapter 39, and the state accountability system established under Chapter 39.

The continuing education shall be provided by an authorized provider [see Authorized Provider, below].

If the training is attended by an entire board and its superintendent, includes a review of local school district data on student achieve-

ment, and otherwise meets the requirements described at Team Building above, the training may serve to meet a board member's obligation to complete training described at Team Building and at Evaluating Student Academic Performance, above, as long as the training complies with the Open Meetings Act.

*19 TAC 61.1(b)(6)*

Identifying and  
Reporting Abuse

Each board member shall complete continuing education on identifying and reporting potential victims of sexual abuse, human trafficking, and other maltreatment of children in accordance with Education Code 11.159(c)(2).

A candidate for school board may complete the training up to one year before he or she is elected or appointed. A newly elected or appointed board member who did not complete this training in the year preceding his or her election or appointment must complete the training within 120 calendar days after election or appointment.

The training shall be completed every two years and shall be at least one hour in length.

The training must familiarize board members with the requirements of Education Code 38.004 and 38.0041, and 19 Administrative Code 61.1051 (relating to Reporting Child Abuse or Neglect, Including Trafficking of a Child).

The training required by this provision shall include, at a minimum:

1. Instruction in best practices of identifying potential victims of child abuse, human trafficking, and other maltreatment of children;
2. Instruction in legal requirements to report potential victims of child abuse, human trafficking, and other maltreatment of children; and
3. Instruction in resources and organizations that help support victims and prevent child abuse, human trafficking, and other maltreatment of children.

The training sessions shall be provided by a registered provider [see Registered Provider, below].

This training may be completed online, provided that the training is designed and offered by a registered provider, incorporates interactive activities that assess learning and provide feedback to the learner, and offers an opportunity for interaction with the instructor.

*19 TAC 61.1(b)(7)*

School Safety

The SBOE shall require a trustee to complete training on school safety. *Education Code 11.159(b-1)*

The continuing education required under Education Code 11.159(b-1) applies to each member of an independent school district board of trustees.

Each member shall complete the training on school safety adopted by the SBOE. The training requirement shall be fulfilled by completing the online course adopted by the SBOE and made available by the commissioner of education. The training shall be completed every two years.

A candidate for school board may complete the training up to one year before he or she is elected or appointed. A newly elected or appointed trustee who did not complete the training in the year preceding his or her election or appointment must complete the training within 120 calendar days after election or appointment.

A district shall maintain verification of completion for each trustee.

*19 TAC 61.3*

Training Provider

*Registered  
Provider*

For the purposes of 19 Administrative Code 61.1, a registered provider has demonstrated proficiency in the content required for a specific training. A private or professional organization, school district, government agency, college/university, or private consultant shall register with the Texas Education Agency (TEA) to provide the board member continuing education required by 19 Administrative Code 61.1(b)(3), (5), and (7) [see Legislative Update, Additional Continuing Education, and Identifying and Reporting Abuse, above].

A district that provides continuing education exclusively for its own board members is not required to register under 19 Administrative Code 61.1(c)(1)-(2).

*19 TAC 61.1(c)*

*Authorized  
Provider*

An authorized provider meets all the requirements of a registered provider and has demonstrated proficiency in the content required by 19 Administrative Code 61.1(b)(4) and (6). Proficiency may be demonstrated in accordance with 19 Administrative Code 61.1(d).

A private or professional organization, school district, government agency, college/university, or private consultant may be authorized by TEA to provide the board member training required in 19 Administrative Code 61.1(b)(4) and (6).

An ESC shall be authorized by TEA to provide the board member training required in 19 Administrative Code 61.1(b)(4) and (6).

*19 TAC 61.1(d)*

[See above for 19 Administrative Code 61.1(b)(4) on Team Building and (b)(6) on Evaluating Student Academic Performance.]

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**Note:** For cybersecurity training requirements, see CQB(LEGAL).

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## Framework for School Board Development

Preamble: The mission of the public education system of this state is to ensure that all Texas children have access to a quality education that enables them to achieve their potential and fully participate now and in the future in the social, economic, and educational opportunities of our state and nation (Education Code 4.001).

The board of trustees is the governing body for Texas public schools. To effectively meet the challenges of public education, school boards and superintendents must function together as a governance leadership team. Each leadership team will annually assess its development needs both as a corporate body and as individuals. As a team, they will focus on the improvement of locally developed student outcomes and provide support for opportunities and experiences through vision and goals, systems and processes, progress and accountability, advocacy and engagement, and synergy and teamwork. Teams ensure that their districts provide equitable and effective educational programs and services for all students. The Framework for School Board Development has been approved by the State Board of Education to provide the critical areas of development for all public school boards.

1. Vision and Goals — The board ensures creation of a shared vision and locally developed, measurable goals that improve student outcomes and provide support for opportunities and experiences. The board:
  - Keeps the district focus on the well-being of all children.
  - Adopts a shared vision that incorporates input from the community to reflect local aspirations as well as present and future needs for all children.
  - Ensures that the vision aligns with the state's mission, objectives, and goals for education established by law and/or rule.
  - Adopts a reasonable number of specific, quantifiable, research-based, and time-bound goals that align with state law, are developed with community input, and support the vision to improve student outcomes.
  - Embraces, supports, and fulfills the vision that all students receive what they need to learn, thrive, and grow, including resources, opportunities, and experiences.
  - Uses the vision and goals to drive all deliberations, decisions, and actions.
2. Systems and Processes — The board ensures systems and processes are in place to accomplish the vision and goals. The board:
  - Regularly develops, reviews, and adopts board policies for effective support of the district's vision and goals.
  - Approves a budget that aligns with and maximizes resources to fulfill the district's vision and goals.
  - Monitors multiple, measurable elements of student progress and achievement throughout the year.

- Incorporates equity when making decisions and evaluating systems and processes.
  - Focuses its actions on following board operating procedures while providing oversight of the superintendent, policymaking, planning and goal setting, progress monitoring, and evaluation, while avoiding involvement in daily operations and management.
  - Approves goals, policies, and programs that ensure a safe and secure learning environment.
  - Ensures the equitable distribution of resources, opportunities, and experiences based on the diverse needs of students and schools.
  - Adopts a planning calendar and engages in a decision-making process consistent with state law and rule to help achieve the district's vision.
  - Ensures that the district's planning and decision-making process enables all segments of the community, families, and staff to meaningfully contribute to achieving the district's vision.
  - Welcomes and values all people and cultures as important stakeholders in the process for student success.
  - Ensures the district has a system that monitors for sound business and fiscal practices.
  - Adopts policies regarding hiring, assigning, appraising, terminating, and compensating school district personnel in compliance with state laws and rules.
  - Ensures the district adopts a protocol regarding the recruitment, determination of professional development needs, building of leadership capacity, and retention rates for the district's teachers.
  - Fulfills the statutory duties of the local board of trustees and upholds all laws, rules, ethical procedures, and court orders pertaining to schools and school employees.
3. Progress and Accountability — The board sets clear goals, provides resources and support, evaluates goal attainment, and engages in ongoing objective feedback on progress and commitments. The board:
- Holds itself accountable to its adopted vision, goals, commitments, and operating procedures.
  - Ensures progress toward achievement of district goals through systematic, timely, and comprehensive review of relevant reports and student data that illustrate progress toward locally developed student outcome goals.
  - Ensures equity throughout the system by regularly identifying inequities, updating policies, and appropriately distributing resources.

- Differentiates among resources, intermediate measures, and outcomes, especially when focusing on student outcomes.
  - Monitors and evaluates the allocation of resources in support of the district's vision and goals and sustainability.
  - Reviews the efficiency and effectiveness of district operations and use of resources in supporting the district's vision and goals.
  - Employs and annually evaluates the superintendent on the achievement of district goals, including locally developed academic goals, demonstration of educational leadership, and management of daily operations.
4. Advocacy and Engagement — The board promotes the vision and engages the community in developing and fulfilling the vision. The board advocates on behalf of Texas public schoolchildren. The board:
- Demonstrates its commitment to, and advocates on behalf of, the shared vision and goals by clearly communicating them to the superintendent, staff, and community.
  - Regularly reports district progress to families and the community, which could include an online dashboard for the community.
  - Ensures multiple forms of two-way communication will be used to engage, empower, and connect students, families, staff, media, and community with the district.
  - Builds collaborative relationships and partnerships with families and community, business, nonprofit, higher-education, education support organizations, and governmental leaders to influence and expand educational opportunities and meet the needs of students.
  - Recognizes the respective roles of and provides input and feedback to the legislature, State Board of Education, and the Texas Education Agency to ensure maximum effectiveness and benefit to Texas schoolchildren.
  - Promotes school board service by educating the community about the role of a school board and encouraging leadership opportunities within the community.
5. Synergy and Teamwork — The board's duties are distinct, and the board works effectively as a collaborative unit and as a team with the superintendent to lead the district in fulfilling the vision and goals. The board:
- Recognizes its distinct role in establishing the vision and the goals, adopting policies that guide the district, setting priorities, establishing governance protocols to oversee management of the district, adopting and overseeing the annual budget, and hiring and evaluating the superintendent.
  - Recognizes each individual trustee's duty as a trustee and fiduciary for the entire district.

- Remains focused on its goals and priorities, as opposed to individual agendas separate and apart from the shared vision.
- Annually evaluates 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.
- Makes decisions as a whole only at properly called meetings and recognizes that individual members have no authority to take individual action in policy or district and campus administrative matters.
- Respects the right of individual members to express their viewpoints and vote their convictions and honors the decisions of the majority.
- Develops teamwork, problem-solving, and decision-making skills as a team with its superintendent.
- Understands and adheres to laws and local policies and respects the superintendent's responsibility to manage the school district and to direct employees in district and campus matters.
- Adopts and adheres to established policies and procedures for welcoming and addressing ideas and concerns from students, families, staff, and the community.
- Establishes and follows local policies, procedures, and ethical standards governing the conduct and operations of the board.
- Understands the leadership role of the board president and adheres to local policies and procedures about the duties and responsibilities of the board officers.

*Adopted by the State Board of Education, January 1996, as authorized by 19 TAC 61.1(a); revised November 20, 2020.*

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES**

**Date: August 8, 2025**

**Agenda Item: D**

**Board Goal: Board Matter**

**Subject: Review and discussion of the Hays CISD Mission Statement, Vision Statement, and Beliefs**

**Administrator Responsible/Position: Board Matter**

**A. Purpose of Agenda Item:**

Action Needed

Information Only

Receive Input

**B. Authority for This Action:**

Local Policy

Law or Rule

NA

**C. Goal or Need Addressed:**

Review and discussion for possible revision of the Hays CISD mission statement, vision statement, and beliefs.

**D. Summary:**

**Previous board action relating to this item** – The Board previously adopted the current mission statement, vision statement, and beliefs in August 2024.

**Future action anticipated** – Anticipation of adoption of revision at the August 25, 2025 Board meeting.

**Background information** –

**E. Comments Received:**

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other - Board Members

**F. Administrative Recommendation**

Board matter

**H. Suggested Motion**

No motion is required for this agenda item. It is presented for discussion and input only.

# **2024-2025 Hays CISD**

## **Mission, Vision, Beliefs and Social Contract**

### **Mission Statement**

*(Adopted 8/26/24)*

**Hays CISD makes it 100% possible.**

**Knowledge. Inspiration. Dreams. Success.**

## **Vision Statement**

*(Adopted 8/26/24)*

All Hays CISD learners will be:

- well prepared for college, career, or military,
  - responsible citizens
  - effective communicators and collaborators
  - resourceful and creative problem solvers
-

## **Beliefs**

*(Adopted 8/26/24)*

We believe that we:

- are 100% committed to excellence, success, and safety.
- want all students to be excited, engaged, and inspired.
- all families to feel welcome, included, and supported.
- want all teachers and employees empowered to make a difference.
- want all community members, taxpayers, and business partners to be involved, informed, and invested in student achievement.

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES**

Date: August 8, 2025

Agenda Item: E

Board Goal: Board Matter

Subject: Review and discussion of the Hays CISD Board Operating Procedures

Administrator Responsible/Position: Board Matter

**A. Purpose of Agenda Item:**

Action Needed

Information Only

Receive Input

**B. Authority for This Action:**

Local Policy

Law or Rule

NA

**C. Goal or Need Addressed:**

Review and discussion for possible revision of the Hays CISD Board of Trustees Board Operating Procedures

**D. Summary:**

**Previous board action relating to this item** – The Board previously adopted the current Board Operating Procedures in January 2025.

**Future action anticipated** – Anticipation of adoption of revision at the August 25, 2025 Board meeting.

**Background information** –

**E. Comments Received:**

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other - Board Members

**F. Administrative Recommendation**

Board matter

**H. Suggested Motion**

No motion is required for this agenda item. It is presented for discussion and input only.



# H A Y S C I S D

## BOARD OF TRUSTEES OPERATING PROCEDURES





# BOARD OF TRUSTEES OPERATING PROCEDURES

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Note: This document is intended to assist Board members and administrators in carrying out their duties. It is not enforceable by third-parties. In the event of an apparent conflict between this document and Board policy, Board policy prevails.



## OUR MISSION STATEMENT

Hays CISD makes it 100% possible.

Knowledge spurs inspiration, which sparks dreams that lead to success.

## OUR VISION STATEMENT

All Hays CISD learners will be:

- well prepared for college, career, or military;
- responsible citizens;
- effective communicators and collaborators; and
- resourceful and creative problem solvers.



**ALL TRUSTEES  
TAKE THE OATH  
OF OFFICE**

## OUR BELIEFS

*We believe we:*

- are 100% committed to excellence, success, and safety.
- want all students to be excited, engaged, and inspired.
- want all families to feel welcome, included, and supported.
- want all teachers and employees empowered to make a difference.
- want all community members, taxpayers, and business partners to be involved, informed, and invested in student achievement.



# TRUSTEES INSPIRE STUDENTS TO PLAN FOR THE FUTURE

## SOCIAL CONTRACT

THE BOARD WILL:

**SERVE** AS DISTRICT AMBASSADORS

ASSUME **POSITIVE** AND NOBLE INTENTIONS

COLLABORATE AS A **TEAM** AND RESPECT THE BODY CORPORATE

PROMOTE DISCUSSION AND **RESPECT** EACH OTHER'S PERSPECTIVES

BE **PROFESSIONAL**

## ETHICAL STANDARDS

### *Equity in attitude*

- I will be fair, just, and impartial in all my decisions and actions.
- I will accord others the respect I wish for myself.
- I will encourage expressions of different opinions and listen with an open mind to others' ideas.

### *Trustworthiness in stewardship*

- I will be accountable to the public by representing District policies, programs, priorities, and progress accurately.
- I will be responsive to the community by seeking its involvement in District affairs and by communicating its priorities and concerns.
- I will work to ensure prudent and accountable use of District resources.
- I will make no personal promise or take private action that may compromise my performance or my responsibilities.

### *Honor in conduct*

- I will tell the truth.
- I will share my views while working for consensus.
- I will respect the majority decision as the decision of the Board.
- I will base my decisions on fact rather than supposition, opinion, or public favor.



**Integrity of character**

- I will refuse to surrender judgment to any individual or group at the expense of the District as a whole.
- I will consistently uphold all applicable laws, rules, policies, and governance procedures.
- I will not disclose information that is confidential by law or that will needlessly harm the District if disclosed.

**Commitment to service**

- I will focus my attention on fulfilling the Board’s responsibilities of goal setting, policymaking, and evaluation.
- I will diligently prepare for and attend Board meetings.
- I will avoid personal involvement in activities the Board has delegated to the Superintendent.
- I will seek continuing education that will enhance my ability to fulfill my duties effectively.

**Student-centered focus**

- I will be continuously guided by what is best for all students of the District.

**BOARD MEETINGS AND BOARD MEMBER CONDUCT**

- The Board shall conduct meetings guided by the parliamentary procedures in the most current edition of Robert’s Rules of Order for Small Boards.
- Anytime four (4) or more Board members are gathered to discuss school district business, it is considered a meeting.
- Failure to post such a meeting is considered a violation of the Texas Open Meetings Act.
- Board members are expected to attend and participate in duly called meetings. Board members should come to the board meetings prepared to discuss and act on on all items on the agenda, as appropriate.

**TRUSTEES  
INSPIRE  
ENGAGING  
LEARNING  
EXPERIENCES**



**BOARD MEETING PREPARATION**

At a minimum, each Board member is expected to have done the following prior to arrival at every board meeting:

- Studied the material in the Board packet sent to them prior to the meeting.
- When possible, resolve questions beforehand by submitting questions via board Google Form or contacting the Superintendent. Board members shall submit any questions regarding the agenda through a Google Form, ensuring they specify the relevant agenda item. Questions related to supporting documents should be directed to the Superintendent, or a member of the Superintendent’s Cabinet. Board members are encouraged to utilize the Google Form to document their questions, ensuring that all board members have access to valuable information that may be beneficial to the entire team. Responses to inquiries from Board members will be distributed to all Board members.



## DEVELOPING THE BOARD MEETING AGENDA

### *Agendas*

- The Superintendent will develop all Board meeting agendas in collaboration with the Board president.
- Items discussed at previous Board meetings which are proposed for inclusion by more than one Board member at a future meeting will also be added when appropriate.
- Board members must request to the Board president and Superintendent in writing, any item(s) they wish to have considered for placement on the agenda.
- Items may be placed on the agenda by the Superintendent, the Board president, any Board member with approval of the president, or through a request by any two Board members.
- No item can be placed on the agenda less than ten days in advance of the meeting without the Board president's approval.
- No item can be placed on the agenda less than three workdays in advance of the meeting unless an emergency or public necessity exists.
- The complete agenda will be reviewed by the Superintendent and the Board president prior to the Agenda Workshop Meeting.
- An annual agenda content calendar will be maintained by the Superintendent's office and will be presented to the Board annually as an informational item.

### *Timely Notification and Information*

- Board members shall be notified of a meeting at least 72 hours prior to a regular meeting, workshop, or special meeting, and at least one hour prior to an emergency meeting.
- Typically, information will be provided to each Board member via electronic or hard copy. Board members will submit any questions regarding the agenda through Google Form, making sure to specify the relevant agenda item. These inquiries will be directed to the Superintendent's Cabinet as needed, and responses will be shared with all Board members.
- Copies of the agenda, for non-emergency meetings, shall be available for the Board members requesting a copy at a minimum of 2 business days prior to a regular Board meeting.
- District administration will make every effort to respond timely to questions in connection with action items asked at Board meetings.
- Board members will attempt to have all questions regarding agenda items submitted to the Superintendent 1 business day prior to the workshop meeting. The Superintendent and his Cabinet will make every attempt to communicate the answers to the questions to Board members by the Board meeting with a copy of the questions and answers included in the dais folders.

Ref Policy BE

**TRUSTEES  
SUPPORT  
COLLABORATIVE  
INSTRUCTION**





## CONSENT AGENDA

The consent agenda includes items of routine and/or recurring nature, grouped together under one action item.

***The consent agenda shall be limited to:***

- routine personnel
- minutes
- budget amendments
- routine contracts/agreements
- routine procurements
- acceptance of gifts
- acceptance of grants
- other items agreed to by the Board

Background material for each consent agenda item shall be furnished to the Board in the meeting’s supporting documents. All consent agenda items may be acted upon by one vote without separate discussion. A Board member may request that an item be withdrawn for individual consideration.

## TRANSACTING BUSINESS

When an agenda item is presented, a discussion shall be held, and a decision reached through voting in accordance with prescribed procedures. Whenever possible, the Board should work toward a consensus model of decision-making. There may be dissenting votes which are a matter of record. However, once a decision has been made, all Board members should support the vote of the body corporate. Although there may be dissenting votes, which are a matter of public record, each Board decision shall be an action by the whole Board and are binding upon each member. Board members are strongly encouraged to state the reason why they are abstaining or voting “no” on an item.

Ref Policy BBE

**TRUSTEES  
ENCOURAGE  
STUDENTS TO  
CONTINUE THEIR  
EDUCATION**





## TRUSTEES SUPPORT CLASSROOM COLLABORATION

### BOARD WORKSHOPS

The Board will conduct special meetings/board workshops as needed. The workshop format is intended to allow the Administration to present information to the Board that is:

- time sensitive and/or discussion intensive
- required by law, rule, or policy, and is necessary for the efficient and effective operation of the District.

Board workshops are not intended to substitute for regular monthly Board business meetings, although a quorum of the Board may take action, as necessary.

The workshops are intended to allow an opportunity for presentation, questions, discussion, and an assessment of the Board's perspective.

The Board president serves as the presiding officer at Board meetings.

## TRUSTEES ATTEND COMMUNITY EVENTS





## CLOSED SESSION

The Board may meet in closed session as provided for in the Texas Open Meetings Act, Government Code, Chapter 551, Sub chapters D and E. Before any closed session is convened, the presiding officer will announce publicly, as appropriate, that matters before the Board exist that necessitate convening into closed session to serve and protect the interests of the District. Any action resulting from duly posted closed session items shall be conducted in open session. The presiding officer will also announce the specific sections of the Texas Government Code under which the Board will be meeting in closed session. The posted agenda shall identify the section or sections of the Act authorizing the closed session and the general topics or subjects to be discussed. The presiding officer of the Board shall publicly identify such section or sections and such topics and subjects.

**Topics that can be discussed in closed session include the following:**

- Attorney Consultation Gov't Code 551.071
- Real Property Gov't Code 551.072
- Prospective Gift Gov't Code 551.073
- Personnel Matters. Gov't Code 551.074
  - Employee-Employee Complaints Gov't Code 551.082
  - Student Discipline Gov't Code 551.082
- Personally Identifiable Student Information Gov't Code 551.0821
- Medical or Psychiatric Records Gov't Code 551.0785



**HAYS CISD  
PROMOTES  
MAKING  
LEARNING  
ENJOYABLE**

- Security-Personnel, infrastructure and devices Gov't Code 551.076, Government Code 2059.055(b); Gov't Code 551.089 Education Code 39.030(a)
- Emergency Management Government Code 418.175–418.182, Gov't Code 418.183(f)
- Economic Development Gov't Code 551.087

The Board president and Superintendent may invite others to participate in closed sessions related to agenda items, as deemed appropriate.



## COMMITTEES AND VOLUNTEER BOARDS

### *Internal Board committees*

The Board may, from time to time as it deems necessary, create internal committees to facilitate the efficient and necessary operation of the Board. The president shall appoint members to special Board committees, and the Board president and the Superintendent shall be ex officio members of all Board committees unless otherwise provided by Board action. The Board president shall communicate to all Board members who will serve on the internal committee. Board committees are not permitted to make final decisions on behalf of the board and purely serve an advisory function.

### *District- and Campus-Level Committees*

District- and campus-level planning and decision-making committees serve in an advisory capacity to the Board and make recommendations to the Board for final Board action; therefore, Board members shall not serve on or attend such committees, except the Board and Superintendent Student Advisory Panel, unless otherwise provided by federal or state law, or approved by the Board.

Ref Policy BDB

### *Volunteer Boards*

Board members may serve on volunteer boards in the community. Board members are encouraged to seek out the input of the Superintendent before serving in an executive leadership role for a PTA or booster organization. Pursuant to the Hays CISD Education Foundation organizational documents, one Board member appointed by the Board president will serve on the Hays CISD Education Foundation Board of Directors as a voting member.

**TRUSTEES  
SERVE AS  
MENTORS FOR  
STUDENTS**





## HOW TO REQUEST INFORMATION NOT RELATED TO AGENDA ITEMS

An individual Board member, acting in his or her official capacity, shall have the right to seek information pertaining to District fiscal affairs, business transactions, governance, and personnel matters, including information that properly may be withheld from members of the general public in accordance with the Public Information Chapter of the Government Code. If a Board member is not acting in his or her official capacity, the Board member has no greater right to District records than a member of the public.

Individual Board members shall not have access to confidential student records unless there is a legitimate educational interest in the records in accordance with policies FL (LEGAL) and (LOCAL).

A Board member may request existing information and reports from the Superintendent’s office. If the information is not available or a new report must be generated, it shall be requested through the Board president. If the Board president does not agree to the request, it may be resubmitted to the Board president by two or more trustees. In case of emergency, the Board president may request information or reports.

Board member inquiries should be submitted through the Board’s Google Form. These inquiries will be directed to the Superintendent’s Cabinet as needed, and responses will be shared with all Board members.

Section 11.1512 requires a school district to report annually, no later than September 1 of each year, to the Texas Education Agency, the number of requests submitted by a member of its Board of trustees during the preceding school year and the total cost to the district for that school year of responding to such requests. See Education Code § 11.1512(e).

Ref Policy BBE

## HOW TO VISIT CAMPUSES AS A BOARD MEMBER

- Board members are encouraged to attend school events as their time permits, and to show support for school activities.
- Board members shall notify the Superintendent or designee prior to visiting a campus in an official capacity.
- Board members shall not visit a campus in an attempt to assess, evaluate or make recommendations on the delivery of education.

Ref Policies GKA (LEGAL), BBF (LOCAL), and BBFA (LEGAL)

**TRUSTEES  
HAVE  
INTEGRITY OF  
CHARACTER**





## ORIENTATION OF NEW BOARD MEMBERS

The Board president may meet with each newly elected or appointed Board member prior to their first board meeting to review the Board agenda.

- The Superintendent and Board president will meet with each newly elected or appointed Board member as soon as possible after they join the Board. During this meeting, they will review the onboarding process, which has been developed to include, but is not limited to, the topics below:
  - Board Operating Procedures and Board Policies.
  - Superintendent’s overview of district administrative organization.
  - Training to access district electronic communications.
  - District budget overview.
  - Board annual calendar and briefing of upcoming events.
  - Expense reimbursement procedures.
  - Media and communications training.
  - Framework for School Board Development from SBOE.
  - A new Board member may meet with staff for their name badge and other generic, logistical information on or before the day of their first Board meeting.
  - The Board president will assign new Board members an existing Board member who will serve as a mentor.



**TRUSTEES  
HAVE  
COMMITMENT  
TO SERVICE**

## BOARD DEVELOPMENT

Board members are required to attend training set forth in Policy BBD. In addition to the orientation and team-building training, a Board member shall receive additional continuing education on an annual basis, in fulfillment of assessed needs and based on the framework for governance leadership. The district will cover the cost of registration, travel, and lodging for each Board member for the minimum number of hours shown on the Continuing Education Requirements for School not to exceed \$5,000 annually or per year per Board member. All costs for additional training will be the responsibility of the individual Board member unless reviewed and approved by Board president and secretary.



Board memberships to any and all associations shall be brought to the Board for discussion and approval. Board members should be familiar with district policies, especially their duties as defined in policies BAA (LEGAL) and BAA (LOCAL).

The Board will annually review its Board Operating Procedures and Board Ethics Policy BBF (LOCAL). The Board will annually conduct a self-evaluation. Adherence to Board Operating Procedures will be considered as part of the evaluation instrument.

REF Policies BBD, BBF, BAA, and BG

### BOARD TRAINING REQUIREMENTS



**New Board Members Only**  
Local District Orientation

- Texas Education Code
- Open Meetings Act
- Public Information Act

*Watch for required timelines*

**New from the 87th Legislature**

- School Safety

**Every Year**

- Cybersecurity
- Team Building

Additional Continuing Education (10 or 5 hours)

**Every Two Years**

- Update to the TX Ed Code
- Evaluating and Improving Student Outcomes
- Sexual Abuse and Human Trafficking

### ELECTING BOARD OFFICERS

After each election, the Board shall annually 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 a majority vote of the members present and voting.  
Ref Policy BDAA

### PUBLIC PARTICIPATION IN BOARD MEETINGS

The Board shall provide for public comment at each meeting, including all regular and special meetings. Prior to the beginning of the public forum, the presiding officer will announce the rules for public participation. A citizen must sign up on the appropriate form prior to the public forum portion of the agenda. The topic described on the form may be complete and in sufficient detail, as to determine the appropriateness of the topic prior to addressing the Board. Comments on posted agenda items may be taken first. Comments on non-agenda items may be permitted only after all agenda-specific comments have been made and if time permits. Public comments may be on items listed on the agenda or other areas of school district operations. Speakers with specific complaints or comments about identifiable students, employees, or officials of the District will be directed to the appropriate District administrator and/or the District’s formal complaint process. Speakers shall be discouraged from using the names of specific individuals in their public comments.



# TRUSTEES VALUE ALL VOICES AND COMMUNITY INPUT



Questions asked during public forum on posted agenda items may be answered or addressed by the Board during the discussion of that agenda item. Comments or questions on topics not on the posted agenda may be referred to the Superintendent for consideration and a later response, if appropriate.

The Board designates the president as its spokesperson if a response to the speaker is required. The president will limit responses to those allowed by law:

- Statements of fact
- References to Board policy

The presiding officer shall determine the time limitation for each speaker, based on the number of individuals signed up to speak in the public forum at the entrance prior to reconvening in open session. The time allotted to each speaker shall not exceed five minutes. Groups of five or more people wishing to speak on a single subject will be encouraged to appoint a spokesperson to express the views of the group. A speaker may not defer his/her allotted time to another speaker.

The presiding officer shall determine the total allotment of time for each public forum, based on the number of individuals signed up to speak at the start of each meeting. The standard time allotted for public forum shall be a total of 30 minutes.

The Board vests in its presiding officer the authority to terminate the remarks of any individual when such individual does not adhere to the established rules.

The Board shall not tolerate disruption of the meeting by members of the audience. If any person disrupts the meeting by his or her words or actions, the Presiding Officer may request assistance from law enforcement officials to have the person removed from the meeting.

Ref Policy BED



## COMMUNICATION WITH TEAM MEMBERS BETWEEN MEETINGS

The Superintendent and/or Superintendent’s office will continue to communicate with Board members as information becomes available on the following:

- District events
- Progress reports on Board goals and directives
- Follow-up reports in answer to Board member questions
- Updates on administrative matters or district operations

The Superintendent will communicate requested information to all Board members in as timely a manner as possible without interfering with the regular conduct of district business. The Superintendent is the liaison between the Board and district staff. The only employee the Board is responsible for directing is the Superintendent. The Superintendent will direct the activities of all district staff.



**BOARD  
MEMBERS  
HAVE  
COMMITMENT  
TO SERVICE.**

Board members are encouraged to set up monthly meetings with the Superintendent to update, discuss or receive clarification on any district-wide or campus topics. Board members should be mindful and respectful of the Superintendent’s time and limit all nonemergency communication outside of these scheduled meetings. Board members may communicate with other individual members for purposes of asking questions, clarifying information, or socializing under circumstances that do not conflict with or circumvent the Texas Open Meetings Act. Board members shall never meet, talk, text or e-mail in a group large enough to constitute an official meeting, typically four (4) or more (in connection with board business) unless notice has been posted.

Ref Policy BE



## COMMUNICATION WITH THE MEDIA

The Board president or, in his or her absence, the vice president or the Board’s designee will serve as the board spokesperson to the media on issues regarding board actions.

The Superintendent or designee shall be the official district spokesperson to the media on district issues. A Board member receiving a call from the media requesting information, comments, or an interview will inform the media representative that the Superintendent is the Board’s designated contact for official information about district business and that the Board president is the Board’s designated contact for official positions on the Board’s actions or decisions as a body.

Board members who do speak with media representatives will clarify at the beginning of the interview that they are speaking as individuals rather than as authorized representatives of the Board of Trustees. When speaking as an individual, the Board member may remind media representatives of the official position or action already taken on the issue by the Board of Trustees and refer them to the Board’s designated spokesperson for further information about those actions.

## COMMUNICATION WITH VENDORS

If an individual Board member is contacted by a vendor regarding business matters with the district, they should refer the vendor to the Superintendent’s Office for an administrative response. Board members should refrain from discussing district business with vendors, as they are not authorized to make individual purchasing decisions.

## COMMUNICATION WITH THE COMMUNITY

Board members are encouraged to participate in community activities as liaisons between the public and the school district. When doing so, Board members shall:

- Relay information about district goals and objectives.
- Clarify a trustee’s limitations, obligations, and responsibilities as a member of the Board.
- Support Board decisions.
- Interact in a positive manner.
- Listen politely and respectfully to comments.
- Make no commitment on behalf of the Board or District.
- Avoid criticizing district personnel.
- Refer questions about specific district activities to the appropriate staff person who can best answer the questions.

Board members are encouraged to respond to phone calls, and written correspondence, including, but not limited to, e-mail, text messages, or social media from constituents, but should bear in mind that any such responses may be subject to Public Information Act requests. Board members who participate in social media such as, but not limited to, Facebook, Google+, LinkedIn, Instagram, or X should be careful to avoid online conversations that could be construed as speaking for the Board or constituting an online Board meeting.

A member retains the right to respond as an individual but must understand that such communication may be interpreted by the reader as being an “official” statement of the Board.

The member may:

- Clarify that he/she is responding as an individual and not for the Board.
- Remind the reader of any position or action the Board has officially taken on the subject.

Board members will not respond to anonymous e-mails unless the communication pertains to criminal, health, or safety issues. Any such e-mails will be forwarded to the Superintendent. If a Board member receives an e-mail that they perceive to be of a threatening nature they will forward the e-mail to the Superintendent and Chief of Safety and Security.

Ref Policies GB, GBA, and GBAA



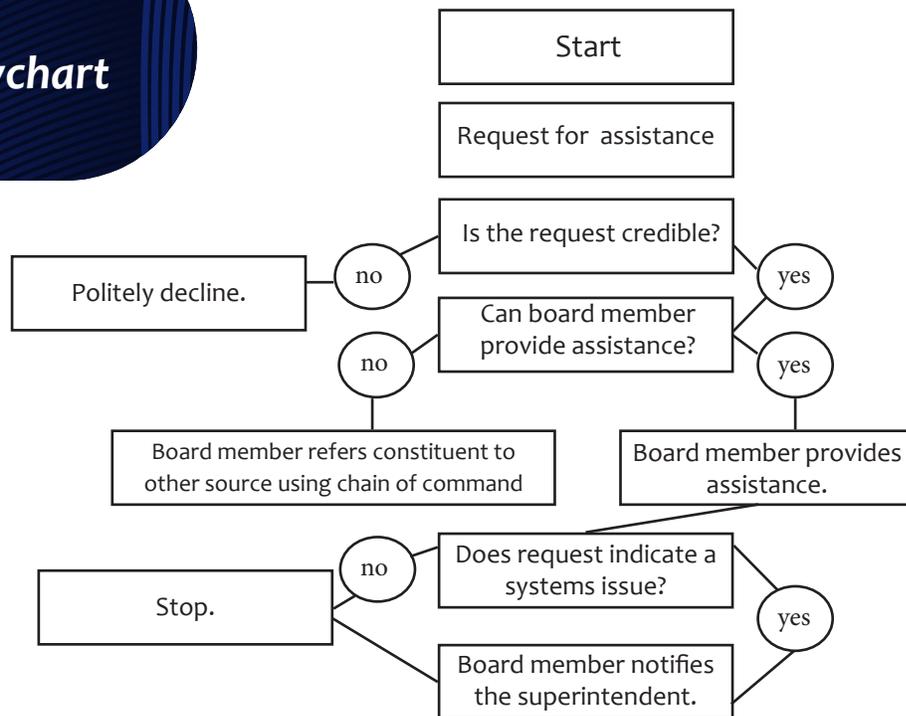
## HOW TO RESPOND TO COMMUNITY OR EMPLOYEE COMPLAINTS

- Employees, students, parents, or other members of the public who bring concerns or complaints to an individual Board member for the purpose of seeking remedy or perspective shall receive guidance.

Board members will:

- Listen briefly and respectfully. Remind the complainant of the Board’s responsibility to remain impartial and noncommittal because complaints may ultimately be brought to the Board on appeal.
- Determine if the complainant wishes to express dissatisfaction or desires some action be taken to resolve an issue.
- Complainants who desire some action to be taken should be directed or referred to the appropriate policy outlining grievance procedures and informed that the steps listed in the policy are necessary to protect everyone’s rights while following an orderly process.
- Ask if the complainant has followed the “Chain of Command” outlined in district policy.
- Board members will inform the Superintendent of complaints from staff and the community but will not direct the Superintendent to take specific actions.
- On a case-by-case basis the Superintendent shall inform the Board of the resolution of complaints referred by Board members if the complaint requires Superintendent intervention.
- Adhere to the Board’s policies (DGBA, FNG, FOD and GF) regarding complaints and grievances.

### Complaint Process Flowchart





# HAYS CISD MAKES IT 100% POSSIBLE



## SUPERINTENDENT EVALUATION

The Superintendent evaluation instrument will be updated and approved annually in conjunction with the adoption of the Board and Superintendent goals. Three formative evaluations may be conducted annually in closed sessions at the Board agenda workshops. The suggested dates of these evaluations are the Agenda Workshops in October, January and April or as close to those months as possible. New Board members will receive training on how to evaluate the Superintendent prior to the first formative dialogue session. A summative evaluation will be conducted in closed session annually in June or after annual assessments and available metrics have been released. This closed session shall be on a date separate from the regular monthly Board agenda workshop or Board meeting. This agenda item may include a discussion of the Superintendent’s contract. The Board will use the approved evaluation instrument for the summative evaluation. A copy of the evaluation document will be completed in advance by each Board member and brought with the Board member to a special closed session meeting. After coming to a consensus on each evaluated item, the Board shall prepare a single composite Summative Evaluation Document to be given to the Superintendent for discussion during that closed meeting. The Board shall strive to accomplish the following objectives during each evaluation:

- Develop and sustain a harmonious working relationship between the Board and the Superintendent
- Ensure administrative leadership for excellence in the District.
- Formulate Board consensus about the Superintendent’s performance and the District’s progress toward achieving its goals and objectives.

Ref Policies BJCD, BJCF, and BJA



# WE ARE STRONGER TOGETHER



# Thank you!

We appreciate our Hays CISD school board trustees for all their dedication and hard work every month!

## *School Board Recognition Month • January 2025*



**Raul Vela, Jr.**  
President  
Trustee at Large



**Byron Severance**  
Vice President  
Single Member Dist. 4



**Vanessa Petrea**  
Secretary  
Trustee at Large



**Johnny Flores**  
Trustee  
Single Member Dist. 2



**Courtney Runkle**  
Trustee  
Single Member Dist. 3



**Esperanza Orosco**  
Trustee  
Single Member Dist. 5



**Geoff Seibel**  
Trustee  
Trustee at Large

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES**

Date: August 8, 2025

Agenda Item: G

Board Goal: Board Matter

Subject: Review and discussion of the Hays CISD Board of Trustees Social Contract

Administrator Responsible/Position: Board Matter

**A. Purpose of Agenda Item:**

Action Needed

Information Only

Receive Input

**B. Authority for This Action:**

Local Policy

Law or Rule

NA

**C. Goal or Need Addressed:**

Review and discussion for possible revision of the Hays CISD Board of Trustees Social Contract

**D. Summary:**

**Previous board action relating to this item** – The Board previously adopted their social contract in August 2023.

**Future action anticipated** – Anticipation of adoption of revision at the August 25, 2025 Board meeting.

**Background information** –

**E. Comments Received:**

Cabinet

DLT

FBOC

Teacher Org. Reps.

Other - Board Members

**F. Administrative Recommendation**

Board matter

**H. Suggested Motion**

No motion is required for this agenda item. It is presented for discussion and input only.

## **Social Contract**

*(Adopted 8/28/23)*

- Serve as District Ambassadors
- Assume Positive and Noble Intentions
- Collaborate as a Team and Respect the Body Corporate
- Promote Discussion
- Value Each Other's Perspectives
- Be Professional

**HAYS CONSOLIDATED INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES**

**Date: August 8, 2025**

**Agenda Item: H**

**Board Goal: Community Relations**

**Subject: Development of District Goals**

**Administrator Responsible/Position: Dr. Eric Wright, Superintendent of Schools**

**A. Purpose of Agenda Item:**

Action Needed

Information Only

Receive Input

**B. Authority for This Action:**

Local Policy

Law or Rule – AE

NA

**C. Summary:**

A board shall adopt comprehensive goals for the district and the superintendent. Education Code 11.1511(b)(2)

## 2025-2026 Hays CISD Board of Trustees Meeting Schedule



Hays CISD Board meetings are held at the Hays CISD Academic Support Center in the Merideth Keller Board Room located at 21003 Interstate 35, Kyle, TX 78640

Monday, July 21, 2025 - 5:30 pm

Friday, August 8, 2025 - 8:00 am – Special Meeting: Team Building  
Monday, August 25, 2025 - 5:30 pm

Monday, September 15, 2025 - 5:30 pm  
Monday, September 22, 2025 - 5:30 pm

Monday, October 20, 2025 - 5:30 pm  
Monday, October 27, 2025 - 5:30 pm

Monday, November 17, 2025 - **5:00 pm**

Monday, December 8, 2025 - **5:00 pm**

**TUESDAY**, January 20, 2026 - 5:30 pm  
Monday, January 26, 2026 - 5:30 pm

**TUESDAY**, February 17, 2026 - 5:30 pm  
Monday, February 23, 2026 - 5:30 pm

Monday, March 30, 2026 - 5:30 pm

Monday, April 20, 2026 - 5:30 pm  
Monday, April 27, 2026 - 5:30 pm

Monday, May 11, 2026 - **5:00 pm**  
Monday, May 18, 2026 - 5:30 pm

Monday, June 22, 2026 - 5:30 pm  
Monday, June 29, 2026 - 5:30 pm

Monday, July 27, 2026 – 5:30 pm – Special Meeting: Superintendent Evaluation