

**Notice of Regular Meeting  
Board of Trustees  
Monday, November 17, 2025**

A Regular Meeting of the Board of Trustees will be held on Monday, November 17, 2025, beginning at 6:30 PM, in the Rio Vista Administration Building, 100 Capps St., Rio Vista, TX 76093.

The subjects to be discussed or 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. For more information about public comment, see Policy BED. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

**1. Call to Order**

**Description:** I call this meeting of the Rio Vista Independent School District to order. Let the record show that a quorum of the Board members are present and this meeting has been duly called and the notice of this meeting has been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551.

**2. Roll Call**

**3. Prayer**

**4. Pledges**

**5. Open Forum for Agenda Items**

**6. Recognitions**

1. RVES

**7. Consent Agenda**

**Description:** All items may be acted upon at the same time by the board of trustees. Items may be excluded when making a motion. ex. I make a motion to approve item B and C.

1. Board Minutes

**8. Reports**

1. Superintendent Report, Communications, and Information

2. Chief Academic Officer Report

3. Chief Financial Officer Report

4. Construction Update

5. RVES Campus Spotlight

**9. New Business**

1. Discuss and consider 24-25 financial audit report

2. Discuss and consider investment policy resolution

3. Discuss and consider donation for upgrade to softball facilities and budget amendment

4. Discuss and consider Policy Update 126

- LEGAL (policies)
- LOCAL (policies) (see attached list of codes)

5. Discuss and consider track resurfacing proposal

6. Discuss and consider ESL Waiver

7. Discuss and consider Johnson CAD 2026-2029 Board of Directors Nominations

8. Personnel

**10. Closed Session**

**Description:** The Board will now adjourn into executive session pursuant to the following sections

of	the	Texas	Open	Meetings	Act:
418.183	39.030	Educ.	Code: Homeland	Assessment	Instruments Security
551.071	Private	consultation	with	the	Board's attorney
551.072	Discussion	purchase, exchange,	leases,	or	value of real property.
551.073	Discussing	negotiated	contracts	for	prospective gifts or donations
551.074	Discussing	personnel	or	to	hear complaints against personnel
551.0785	Medical	or	Psychiatric	Records	
551.076	Considering	the deployment,	specific occasions	for,	or implementation of,
security		personnel		or	devices.
551.082	Considering	discipline of a public school child,	or	complaint or charge	against personnel.
551.0821	Personally	Identifiable	Student	Information	
551.083	Consider	the standards, guidelines, terms,	or	conditions	the Board will follow, or will
instruct	its	representatives	of	employee	groups.
551.084	Excluding	witness	from	a	hearing.
551.087	Economic Development	Negotiations			

### 11. Adjournment

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting 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. [See TASB Policy BEC(LEGAL)]

An original copy was posted in the outdoor cabinet next to the front door of the Rio Vista School District Administration Building.

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For the Board of Trustees

## Regular Meeting

Monday, October 20, 2025 6:30 PM

Rio Vista Administration Building, 100 Capps St., Rio Vista, TX 76093

Kasey Black: Present  
Ronnie Crecelius: Present  
Bryan Ford: Present  
Matt Gilbert: Present  
Brad Greenslade: Present  
RJ Hodges: Present  
Cathy Smith: Present

### 1. Call to Order

### 2. Roll Call

### 3. Prayer

**Discussion:** Board member Matt Gilbert prayed over the meeting.

### 4. Pledges

### 5. Open Forum for Agenda Items

**Discussion:** There are no public participants.

### 6. Recognitions

#### 6.1. Returning RVMS teachers due to "B" rating

### 7. Consent Agenda

#### 7.1. Board Minutes

**Action(s):**

I make a motion to approve the board minutes held on September 15, 2025. This motion, made by Brad Greenslade and seconded by RJ Hodges, Passed.

**Voting Detail:**

Kasey Black: Yea  
Ronnie Crecelius: Yea  
Bryan Ford: Yea  
Matt Gilbert: Yea  
Brad Greenslade: Yea  
RJ Hodges: Yea  
Cathy Smith: Yea

**Voting Summary:** Yea: 7, Nay: 0

### 8. Reports

#### 8.1. Superintendent Report, Communications, and Information

#### 8.2. Chief Academic Officer Report

#### 8.3. Chief Financial Officer Report

8.4. Construction Update

8.5. RVHS FFA Public Relations Team

8.6. RVMS Campus Spotlight

9. **New Business**

9.1. Discuss and consider CTE budget amendment

**Action(s):**

I make a motion to approve CTE budget amendment as recommended. This motion, made by Brad Greenslade and seconded by Matt Gilbert, Passed.

**Voting Detail:**

Kasey Black: Yea  
Ronnie Crecelius: Yea  
Bryan Ford: Yea  
Matt Gilbert: Yea  
Brad Greenslade: Yea  
RJ Hodges: Yea  
Cathy Smith: Yea

**Voting Summary:** Yea: 7, Nay: 0

9.2. Discuss and consider Hill CAD 2026-2027 Board of Directors Nominations

**Action(s):**

I make a motion to cast the 3 votes for the Hill CAD 2026-2027 Board of Directors Nominations as follows: Don Ford. This motion, made by Brad Greenslade and seconded by Kasey Black, Passed.

**Voting Detail:**

Kasey Black: Yea  
Ronnie Crecelius: Yea  
Bryan Ford: Yea  
Matt Gilbert: Yea  
Brad Greenslade: Yea  
RJ Hodges: Yea  
Cathy Smith: Yea

**Voting Summary:** Yea: 7, Nay: 0

9.3. Discuss and consider FDA (LOCAL)

**Action(s):**

I make a motion to approve FDA (LOCAL) as recommended. This motion, made by Cathy Smith and seconded by Ronnie Crecelius, Passed.

**Voting Detail:**

Kasey Black: Yea  
Ronnie Crecelius: Yea  
Bryan Ford: Yea  
Matt Gilbert: Yea  
Brad Greenslade: Yea  
RJ Hodges: Yea  
Cathy Smith: Yea

**Voting Summary:** Yea: 7, Nay: 0

9.4. Discuss and consider filing suit against the University Interscholastic League regarding the State Executive Committee decision on 09/22/25

**Discussion: No motion. No Second. In the absence of a motion to approve filing suit against the UIL, the agenda item fails.**

9.5. Personnel

**Discussion:** No personnel to approve.

10. **Closed Session**

**Discussion:** The board went into closed session at 7:12pm and reconvened at 8:51pm.

11. **Adjournment**

**Action(s):**

I MAKE A MOTION TO ADJOURN THIS MEETING. LET THE RECORD SHOW THE TIME OF 8:54pm. This motion, made by Ronnie Crecelius and seconded by RJ Hodges, Passed.

**Voting Detail:**

Kasey Black:	Yea
Ronnie Crecelius:	Yea
Bryan Ford:	Yea
Matt Gilbert:	Yea
Brad Greenslade:	Yea
RJ Hodges:	Yea
Cathy Smith:	Yea

**Voting Summary:** Yea: 7, Nay: 0

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Board Secretary

## RIO VISTA ISD

Cash Position Report  
as of October 31, 2025

### BANK ACCOUNT ACTIVITY

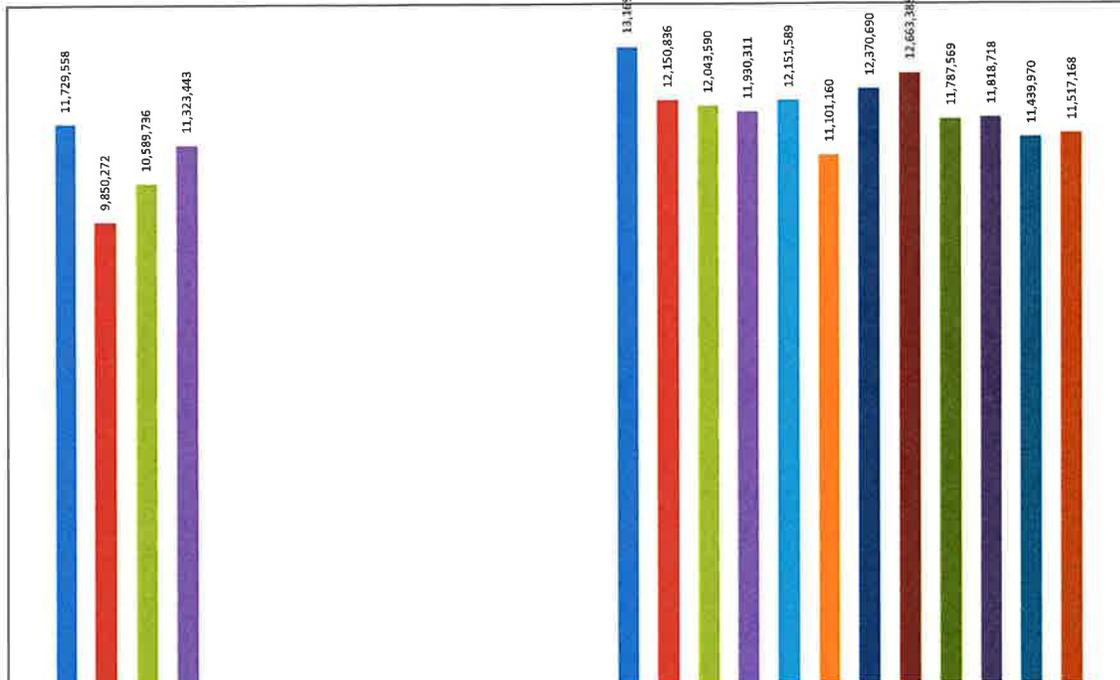
Fund	Beginning Balance	Current Month Changes	Ending Balance
General Operating Fund	\$ 513,825	\$ (271,286)	\$ 242,539
General Operating MM	\$ 3,643,643	\$ 1,261,703	\$ 4,905,346
Interest & Sinking Fund	-	2,890	2,890
Workers Comp	3,793	(916)	2,877
2023 Bond	150,815	31,977	182,792
2023 Bond MM	1,349,301	(321,241)	1,028,060
CD 2367	4,932	29	4,961
CD 2395	3,896	23	3,919
<b>Total Bank Account Activity</b>	<b>\$ 5,670,679</b>	<b>\$ 702,653</b>	<b>\$ 6,373,384</b>

### INVESTMENT REPORT SUMMARY

Investments	Amount		
<b>Logic &amp; TexPool Investments</b>			
John Beauchamp Mem Eye	8,935	32	\$ 8,967
TexPool Debt Service	931,722	16,552	948,274
TexPool General Fund	3,978,822	13,996	3,992,818
<b>Total Investments</b>			<b>\$ 4,950,059</b>
<b>Total Investments</b>			<b>\$ 4,950,059</b>
<b>Cash Position as of October 31, 2025</b>			<b>\$ 11,323,443</b>

### CASH POSITION BY SCHOOL YEAR END

■ JULY   
 ■ AUGUST   
 ■ SEPTEMBER   
 ■ OCTOBER   
 ■ NOVEMBER   
 ■ DECEMBER   
 ■ JANUARY   
 ■ FEBRUARY   
 ■ MARCH   
 ■ APRIL   
 ■ MAY   
 ■ JUNE



RESOLUTION

WHEREAS, Section 2256.02, Texas Government Code as amended, requires the board of a governing body to review its investment policy and investment strategies.

WHEREAS, the Board of Trustees reviewed its policies and strategies contained in its policy CDA (LEGAL) and CDA (LOCAL).

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Rio Vista Independent School District has reviewed its policies and its investment strategies.

SIGNED on this 17<sup>th</sup> day of November, 2025.

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Board President

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Board Secretary

**RIO VISTA INDEPENDENT SCHOOL DISTRICT  
GENERAL FUND FINANCIAL STATEMENT**

as of October 31, 2025

	CURRENT YEAR 2025-2026			
	Original Budget	Amended Budget	Actual Budget	Actual to Budget
<b>REVENUES:</b>				
Local and Intermediate Sources	\$ 3,779,064	3,779,064	\$ 234,810	6.21%
State Program Revenues	\$ 9,574,548	9,969,680	4,386,333	44.00%
Federal Program Revenues	\$ 75,000	26,958	\$ 24,580	91.18%
Other Resources				0.00%
<b>Total Revenues</b>	<b>\$ 13,428,612</b>	<b>13,775,702</b>	<b>\$ 4,645,723</b>	<b>33.72%</b>
<b>EXPENDITURE SUMMARY BY FUNCTION:</b>				
11 - Instructional	\$ 6,227,491	\$ 6,566,639	\$ 2,835,727	43.18%
12 - Instructional Resources and Media Services	\$ 40,193	45,193	22,004	48.69%
13 - Curriculum and Instructional Staff Development	\$ 144,688	48,005	\$ 11,652	24.27%
21 - Instructional Leadership	\$ 126,864	136,864	\$ 43,184	31.55%
23 - School Leadership	\$ 626,856	\$ 538,856	\$ 191,684	35.57%
31 - Guidance, Counseling and Evaluation	\$ 272,712	292,712	\$ 77,183	26.37%
32 - Social Work Services	-	-	-	-
33 - Health Services	\$ 126,436	136,436	\$ 58,906	43.17%
34 - Student Transportation	\$ 365,543	\$ 400,543	\$ 226,611	56.58%
36 - Cocurricular/Extra Curricular Activities	\$ 740,349	750,349	\$ 289,414	38.57%
41 - General Administration	\$ 609,484	639,484	\$ 201,865	31.57%
51 - Plant Maintenance and Facility Services	\$ 1,974,962	2,019,962	\$ 761,767	37.71%
52 - Security and Monitoring Services	\$ 205,588	\$ 211,088	\$ 83,068	39.35%
53 - Data Processing Services	\$ 367,393	399,393	\$ 224,488	56.21%
61 - Community Services	-	-	-	-
71 - Debt Service	\$ 395,178	395,178	\$ 178,969	45.29%
81 - Facilities, Acquisition & Construction	\$ 210,000	\$ 260,000	\$ 67,802	26.08%
93 - Payments Shared	\$ 790,000	865,000	-	0.00%
99 - Other intergovernmental Charges	\$ 70,000	70,000	16,785	23.98%
00 - Other Uses	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 13,293,737</b>	<b>\$ 13,775,702</b>	<b>\$ 5,291,109</b>	<b>38.41%</b>
<b>EXPENDITURE SUMMARY BY OBJECT CODE:</b>				
61XX - Payroll Costs	\$ 9,289,238	\$ 9,576,203	\$ 3,863,697	40.35%
62XX - Professional and Contracted Services	\$ 1,183,455	\$ 1,245,955	\$ 428,010	34.35%
63XX - Supplies and Materials	\$ 653,796	\$ 696,546	\$ 236,688	33.98%
64XX - Other Operating Expenses	\$ 1,355,745	\$ 1,430,495	\$ 350,989	24.54%
65XX - Debt Service - Principal	\$ 395,178	\$ 395,178	\$ 178,969	45.29%
66XX - Capital Outlay Expenses	\$ 416,325	\$ 431,325	\$ 232,756	53.96%
8XXX - Other Uses	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 13,293,737</b>	<b>\$ 13,775,702</b>	<b>\$ 5,291,109</b>	<b>38.41%</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<b>\$ 134,875</b>		<b>\$ (645,386)</b>	

**RIO VISTA INDEPENDENT SCHOOL DISTRICT**  
**CHILD NUTRITION FUND FINANCIAL STATEMENT**  
as of October 31, 2025

	CURRENT YEAR 2025-2026			
	Original Budget	Amended Budget	Actual	Actual to Budget
<b>REVENUES:</b>				
Local and Intermediate Sources	\$ 175,000	-	\$ 51,424	29.39%
State Program Revenues	8,500	-	28,996	341.13%
Federal Program Revenues	352,974	-	64,372	18.24%
Other Resources 199 Fund Balance	-	-	-	-
<b>Total Revenues</b>	<b>\$ 536,474</b>	<b>\$ -</b>	<b>\$ 144,792</b>	<b>26.99%</b>
<b>EXPENDITURES:</b>				
35 - Food Services	\$ 789,149	\$ 809,149	\$ 237,399	29.34%
Other Uses	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 789,149</b>	<b>\$ 809,149</b>	<b>\$ 237,399</b>	<b>29.34%</b>
<b>EXPENDITURE SUMMARY BY OBJECT CODE:</b>				
61XX - Payroll Costs	\$ 323,975	\$ 343,975	\$ 145,677	42.35%
62XX - Professional and Contracted Services	\$ 11,400	-	\$ 900	7.89%
63XX - Supplies and Materials	\$ 375,774	-	\$ 64,093	17.06%
64XX - Other Operating Expenses	\$ 3,500	-	201	5.74%
66XX - Capital Outlay Expenses	\$ 74,500	-	26,528	35.61%
<b>Total Expenditures</b>	<b>\$ 789,149</b>	<b>\$ 809,149</b>	<b>\$ 237,399</b>	<b>29.34%</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<b>\$ (252,675)</b>		<b>\$ (92,607)</b>	

**RIO VISTA INDEPENDENT SCHOOL DISTRICT**  
**DEBT SERVICE FUND FINANCIAL STATEMENT**  
**as of October 31, 2025**

	CURRENT YEAR 2025-2026			
	Original Budget	Amended Budget	Actual Budget	Actual to Budget
<b>REVENUES:</b>				
Local and Intermediate Sources	\$ 2,170,761	\$ -	\$ 89,923	4.14%
State Program Revenues	\$ 140,039	\$ -	\$ -	-
Other Resources	\$ -	\$ -	-	
<b>Total Revenue</b>	<b>\$ 2,310,800</b>	<b>\$ -</b>	<b>\$ 89,923</b>	<b>3.89%</b>

<b>EXPENDITURES:</b>				
71 - Debt Services	\$ 2,310,800	\$ -	\$ 2,085,625	90.26%
Other Uses	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 2,310,800</b>	<b>\$ -</b>	<b>\$ 2,085,625</b>	<b>90.26%</b>

<b>EXPENDITURE SUMMARY BY OBJECT CODE:</b>				
61XX - Payroll Costs	\$ -	\$ -	\$ -	0.00%
62XX - Professional and Contracted Services	\$ -	\$ -	\$ -	0.00%
63XX - Supplies and Materials	\$ -	\$ -	\$ -	0.00%
64XX - Other Operating Expenses	\$ -	\$ -	\$ -	0.00%
65XX - Debt Services	\$ 2,310,800	\$ -	\$ 2,085,625	90.26%
Other Uses	\$ -	\$ -	\$ -	0.00%
<b>Total Expenditures</b>	<b>\$ 2,310,800</b>	<b>\$ -</b>	<b>\$ 2,085,625</b>	<b>90.26%</b>
<b>Excess (Deficiency) of Revenues Over Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (1,995,702)</b>	

**Rio Vista ISD**  
**Budget Timeline for 2026-2027**

January 5, 2026	Compensation proposal meetings with Administration
February 2, 2026	Budget request worksheets sent to campuses/departments
February 16, 2026	Budget Planning Meeting with Administrative Staff <ul style="list-style-type: none"><li>• HR review of salary schedules</li><li>• Staffing needs</li><li>• Begin working on salary simulations and updates to position management</li></ul>
March 16, 2026	Budget requests due to Business Office from campuses/departments
March 23-27, 2026	Campuses/Departments enter requested budgets in Ascender
April 1-3, 2026	Administrative review of requested budgets
April 6-10, 2026	Requested Budget Review Meetings with Campus/Dept <ul style="list-style-type: none"><li>• Campus Master Schedules – Discuss draft master schedules</li><li>• District and Campus Goals</li></ul>
Late April	Preliminary Values released from CAD. Business Office compiles proposed budget for review at Budget Workshops
May 2, 2026	Budget Workshop with the Board of Trustees (salary specific expenditures)
May 16, 2025	Budget Workshop with the Board of Trustees (all other expenditures)
June 1, 2026	Notice of public hearing published in newspaper
June 22, 2026	<b>Public Hearing on Proposed Budget – Board Adopts 26-27 Proposed Budget</b>

<b>Table of Contents</b>	<b>Definitions .....</b>	<b>3</b>
	Bond Proceeds .....	3
	Investment Pool .....	3
	Pooled Fund Group.....	3
	Separately Invested Asset .....	3
	Pledged Revenue .....	3
	Joint Account .....	3
	Repurchase Agreement.....	3
	Hedging.....	4
	Corporate Bond.....	4
	<b>Written Policies.....</b>	<b>4</b>
	Annual Review.....	5
	Annual Audit.....	5
	Investment Strategies .....	5
	Investment Officer.....	6
	Investment Training .....	6
	Standard of Care.....	7
	<b>Selection of Broker.....</b>	<b>9</b>
	<b>Bond Proceeds .....</b>	<b>9</b>
	<b>Authorized Investments.....</b>	<b>9</b>
	Investment Management Firm .....	9
	Obligations of Governmental Entities.....	10
	Certificates of Deposit and Share Certificates .....	12
	Repurchase Agreements .....	13
	Securities Lending Program.....	13
	Banker's Acceptances .....	14
	Commercial Paper .....	15
	Mutual Funds .....	15
	Guaranteed Investment Contracts.....	16
	Investment Pools .....	17
	Corporate Bonds.....	17
	Hedging Transactions .....	18
	Prohibited Investments .....	19
	Loss of Required Rating .....	19

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

<b>Sellers of Investments</b> .....	<b>19</b>
Business Organization .....	20
<b>Donations</b> .....	<b>20</b>
<b>Electronic Funds Transfer</b> .....	<b>20</b>

All investments made by a district shall comply with the Public Funds Investment Act (Texas Government Code Chapter 2256, Subchapter A) and all federal, state, and local statutes, rules, or regulations. *Gov't Code 2256.026*

**Definitions**

Bond Proceeds	“Bond proceeds” means the proceeds from the sale of bonds, notes, and other obligations issued by a district, and reserves and funds maintained by a district for debt service purposes.
Investment Pool	“Investment pool” means an entity created under the Texas Government Code to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are preservation and safety of principal, liquidity, and yield.
Pooled Fund Group	“Pooled fund group” means an internally created fund of a district in which one or more institutional accounts of a district are invested.
Separately Invested Asset	“Separately invested asset” means an account or fund of a district that is not invested in a pooled fund group.  <i>Gov't Code 2256.002(1), (6), (9), (12)</i>
Pledged Revenue	“Pledged revenue” means money pledged to the payment of or as security for:  <ol style="list-style-type: none"><li>1. Bonds or other indebtedness issued by a district;</li><li>2. Obligations under a lease, installment sale, or other agreement of a district; or</li><li>3. Certificates of participation in a debt or obligation described by item 1 or 2.</li></ol> <i>Gov't Code 2256.0208(a)</i>
Joint Account	“Joint account” means an account maintained by a custodian bank and established on behalf of two or more parties to engage in aggregate repurchase agreement transactions.
Repurchase Agreement	“Repurchase agreement” means a simultaneous agreement to buy, hold for a specified time, and sell back at a future date obligations, described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds), at a market value at the time the funds are disbursed of not less than the principal amount of the funds disbursed. The term includes a direct security repurchase agreement and a reverse security repurchase agreement.  <i>Gov't Code 2256.011(b)</i>

Hedging

“Hedging” means acting to protect against economic loss due to price fluctuation of a commodity or related investment by entering into an offsetting position or using a financial agreement or producer price agreement in a correlated security, index, or other commodity.

*Eligible Entity*

“Eligible entity” means a political subdivision that has:

1. A principal amount of at least \$250 million in outstanding long-term indebtedness, long-term indebtedness proposed to be issued, or a combination of outstanding long-term indebtedness and long-term indebtedness proposed to be issued; and
2. Outstanding long-term indebtedness that is rated in one of the four highest rating categories for long-term debt instruments by a nationally recognized rating agency for municipal securities, without regard to the effect of any credit agreement or other form of credit enhancement entered into in connection with the obligation.

*Eligible Project*

“Eligible project” has the meaning assigned by Government Code 1371.001 (issuance of obligations for certain public improvements).

*Gov’t Code 2256.0207(a)*

Corporate Bond

“Corporate bond” means a senior secured debt obligation issued by a domestic business entity and rated not lower than “AA-” or the equivalent by a nationally recognized investment rating firm. The term does not include a debt obligation that, on conversion, would result in the holder becoming a stockholder or shareholder in the entity, or any affiliate or subsidiary of the entity, that issued the debt obligation, or is an unsecured debt obligation. *Gov’t Code 2256.0204(a)*

**Written Policies**

The board shall adopt by rule, order, ordinance, or resolution, as appropriate, a written investment policy regarding the investment of its funds and funds under its control. The investment policies must primarily emphasize safety of principal and liquidity and must address investment diversification, yield, and maturity and the quality and capability of investment management. The policies must include:

1. A list of the types of authorized investments in which the district’s funds may be invested;
2. The maximum allowable stated maturity of any individual investment owned by the district;

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

3. For pooled fund groups, the maximum dollar-weighted average maturity allowed based on the stated maturity date of the portfolio;
4. Methods to monitor the market price of investments acquired with public funds;
5. A requirement for settlement of all transactions, except investment pool funds and mutual funds, on a delivery versus payment basis; and
6. Procedures to monitor rating changes in investments acquired with public funds and the liquidation of such investments consistent with the provisions of Government Code 2256.021 [see Loss of Required Rating, below].

*Gov't Code 2256.005(a), (b)*

Annual Review

The board shall review its investment policy and investment strategies not less than annually. The board shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies. *Gov't Code 2256.005(e)*

Annual Audit

A district shall perform a compliance audit of management controls on investments and adherence to the district's established investment policies. The compliance audit shall be performed in conjunction with the annual financial audit. *Gov't Code 2256.005(m)*

Investment  
Strategies

As an integral part of the investment policy, the board shall adopt a separate written investment strategy for each of the funds or group of funds under the board's control. Each investment strategy must describe the investment objectives for the particular fund using the following priorities in order of importance:

1. Understanding of the suitability of the investment to the financial requirements of the district;
2. Preservation and safety of principal;
3. Liquidity;
4. Marketability of the investment if the need arises to liquidate the investment before maturity;
5. Diversification of the investment portfolio; and
6. Yield.

*Gov't Code 2256.005(d)*

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

Investment Officer	<p>A district shall designate by rule, order, ordinance, or resolution, as appropriate, one or more officers or employees as investment officer(s) to be responsible for the investment of its funds consistent with the investment policy adopted by the board. If the board has contracted with another investing entity to invest its funds, the investment officer of the other investing entity is considered to be the investment officer of the contracting board's district. In the administration of the duties of an investment officer, the person designated as investment officer shall exercise the judgment and care, under prevailing circumstances, that a prudent person would exercise in the management of the person's own affairs, but the board retains the ultimate responsibility as fiduciaries of the assets of the district. Unless authorized by law, a person may not deposit, withdraw, transfer, or manage in any other manner the funds of the district. Authority granted to a person to invest the district's funds is effective until rescinded by the district or until termination of the person's employment by a district, or for an investment management firm, until the expiration of the contract with the district. <i>Gov't Code 2256.005(f)</i></p> <p>A district or investment officer may use the district's employees or the services of a contractor of the district to aid the investment officer in the execution of the officer's duties under Government Code Chapter 2256. <i>Gov't Code 2256.003(c)</i></p>
Investment Training	<p>Investment training must include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Public Funds Investment Act. <i>Gov't Code 2256.008(c)</i></p>
<i>Initial</i>	<p>Within 12 months after taking office or assuming duties, the treasurer, the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a district shall attend at least one training session from an independent source approved by the board or a designated investment committee advising the investment officer. This initial training must contain at least 10 hours of instruction relating to their respective responsibilities under the Public Funds Investment Act. <i>Gov't Code 2256.008(a)</i></p>
<i>Ongoing</i>	<p>The treasurer, or the chief financial officer if the treasurer is not the chief financial officer, and the investment officer of a district shall attend an investment training session not less than once in a two-year period that begins on the first day of the district's fiscal year and consists of the two consecutive fiscal years after that date, and receive not less than eight hours of instruction relating to investment responsibilities under the Public Funds Investment Act from an independent source approved by the board or by a designated</p>

investment committee advising the investment officer. *Gov't Code 2256.008(a-1)*

Exception

The ongoing training requirement does not apply to the treasurer, chief financial officer, or investment officer of a district if:

1. The district does not invest district funds or only deposits those funds in interest-bearing deposit accounts or certificates of deposit as authorized by Government Code 2256.010; and
2. The treasurer, chief financial officer, or investment officer annually submits to the agency a sworn affidavit identifying the applicable criteria under item 1 that apply to the district.

*Gov't Code 2256.008(g)*

Standard of Care

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived. Investment of funds shall be governed by the following objectives, in order of priority:

1. Preservation and safety of principal;
2. Liquidity; and
3. Yield.

In determining whether an investment officer has exercised prudence with respect to an investment decision, the following shall be taken into consideration:

1. The investment of all funds, or funds under the district's control, over which the officer had responsibility rather than the prudence of a single investment; and
2. Whether the investment decision was consistent with the district's written investment policy.

*Gov't Code 2256.006*

*Personal Interest*

A district investment officer who has a personal business relationship with a business organization offering to engage in an investment transaction with the district shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity, as determined by Government Code Chapter 573 (nepotism prohibition), to an individual seeking to sell an investment to the investment officer's district shall file a statement disclosing that relationship. A required statement must be filed with the board and with the Texas

Ethics Commission. For purposes of this policy, an investment officer has a personal business relationship with a business organization if:

1. The investment officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
2. Funds received by the investment officer from the business organization exceed 10 percent of the investment officer's gross income for the previous year; or
3. The investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

*Gov't Code 2256.005(i)*

*Quarterly Reports*

Not less than quarterly, the investment officer shall prepare and submit to the board a written report of investment transactions for all funds covered by the Public Funds Investment Act for the preceding reporting period. This report shall be presented not less than quarterly to the board and the superintendent within a reasonable time after the end of the period. The report must:

1. Describe in detail the investment position of the district on the date of the report;
2. Be prepared jointly and signed by all district investment officers;
3. Contain a summary statement of each pooled fund group that states the:
  - a. Beginning market value for the reporting period;
  - b. Ending market value for the period; and
  - c. Fully accrued interest for the reporting period;
4. State the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested;
5. State the maturity date of each separately invested asset that has a maturity date;
6. State the account or fund or pooled group fund in the district for which each individual investment was acquired; and

7. State the compliance of the investment portfolio of the district as it relates to the investment strategy expressed in the district's investment policy and relevant provisions of the Public Funds Investment Act.

If a district invests in other than money market mutual funds, investment pools or accounts offered by its depository bank in the form of certificates of deposit, or money market accounts or similar accounts, the reports prepared by the investment officers shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the board by that auditor.

*Gov't Code 2256.023*

**Selection of Broker**

The board or the designated investment committee shall, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with a district.

*Gov't Code 2256.025*

**Bond Proceeds**

The investment officer of a district may invest bond proceeds or pledged revenue only to the extent permitted by the Public Funds Investment Act, in accordance with:

1. Statutory provisions governing the debt issuance or the agreement, as applicable; and
2. The district's investment policy regarding the debt issuance or the agreement, as applicable.

*Gov't Code 2256.0208(b)*

**Authorized Investments**

A board may purchase, sell, and invest its funds and funds under its control in investments described below, in compliance with its adopted investment policies and according to the standard of care set out in this policy. *Gov't Code 2256.003(a)*

The board may specify in its investment policy that any authorized investment is not suitable. *Gov't Code 2256.005(j)*

**Investment Management Firm**

In the exercise of these powers, the board may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of its public funds or other funds under its control. A contract made under this authority may not be for a term longer than two years. A renewal or extension of the contract must be made by the board by order, ordinance, or resolution.

A district that contracts with an investment management firm may authorize the firm to invest the district's public funds or other funds

under the district's control in repurchase agreements as provided by Government Code 2256.011 using a joint account.

An investment management firm responsible for managing a repurchase agreement transaction using a joint account on behalf of a district must ensure that:

1. Accounting and control procedures are implemented to document the district's aggregate daily investment and pro rata share in the joint account;
2. Each party participating in the joint account retains the sole rights of ownership to the party's pro rata share of assets invested in the joint account, including investment earnings on those assets; and
3. Policies and procedures are implemented to prevent a party participating in the joint account from using any part of a balance of the joint account that is credited to another party.

*Gov't Code 2256.003(b), .011(f), (g)*

Obligations of  
Governmental  
Entities

The following are authorized investments:

1. Obligations, including letters of credit, of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks;
2. Direct obligations of this state or its agencies and instrumentalities;
3. Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state, the United States, or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States;
5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent;
6. Bonds issued, assumed, or guaranteed by the state of Israel;

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

7. Interest-bearing banking deposits that are guaranteed or insured by the FDIC or its successor, or the National Credit Union Share Insurance Fund or its successor; and
8. Interest-bearing banking deposits other than those described at item 7 above if:
  - a. The funds are invested through a broker with a main office or a branch office in this state that the district selects from a list the board or designated investment committee of the district adopts as required at Selection of Broker above or a depository institution with a main office or a branch office in this state and that the district selects;
  - b. The broker or depository institution selected as described above arranges for the deposit of the funds in the banking deposits in one or more federally insured depository institutions, regardless of where located, for the district's account;
  - c. The full amount of the principal and accrued interest of the banking deposits is insured by the United States or an instrumentality of the United States; and
  - d. The district appoints as the district's custodian of the banking deposits issued for the district's account the depository institution selected as described above, an entity described by Government Code 2257.041(d) (custodian with which to deposit securities), or a clearing broker-dealer registered with the Securities and Exchange Commission and operating under Rule 15c3-3 (17 C.F.R. Section 240.15c3-3).

*Gov't Code 2256.009(a)*

*Unauthorized  
Obligations*

The following investments are not authorized:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years; and

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

4. Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

*Gov't Code 2256.009(b)*

Certificates of  
Deposit and Share  
Certificates

A certificate of deposit or share certificate is an authorized investment if the certificate is issued by a depository institution that has its main office or a branch office in Texas and is:

1. Guaranteed or insured by the FDIC or its successor or the National Credit Union Share Insurance Fund or its successor;
2. Secured by obligations described at Obligations of Governmental Entities, above, including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage backed securities described at Unauthorized Obligations, above; or
3. Secured in accordance with Government Code Chapter 2257 (Public Funds Collateral Act) or in any other manner and amount provided by law for the deposits of the district.

*Gov't Code 2256.010(a)*

In addition to the authority to invest funds in certificates of deposit under the previous section, an investment in certificates of deposit made in accordance with the following conditions is an authorized investment:

1. The funds are invested by the district through a broker that has its main office or a branch office in this state and is selected from a list adopted by the district as required at Selection of Broker, above or a depository institution that has its main office or a branch office in this state and that is selected by the district;
2. The broker or depository institution selected by the district arranges for the deposit of the funds in certificates of deposit in one or more federally insured depository institutions, wherever located, for the account of the district;
3. The full amount of the principal and accrued interest of each of the certificates of deposit is insured by the United States or an instrumentality of the United States; and
4. The district appoints the depository institution selected by the district, an entity described by Government Code 2257.041(d) (custodian with which to deposit securities), or a clearing broker-dealer registered with the Securities and Exchange Com-

mission and operating pursuant to Securities and Exchange Commission Rule 15c3-3 (17 C.F.R. Section 240.15c3-3) as custodian for the district with respect to the certificates of deposit issued for the account of the district.

*Gov't Code 2256.010(b)*

The district's investment policies may provide that bids for certificates of deposit be solicited orally, in writing, electronically, or in any combination of those methods. *Gov't Code 2256.005(c)*

Repurchase  
Agreements

A fully collateralized repurchase agreement is an authorized investment if it:

1. Has a defined termination date;
2. Is secured by a combination of cash and obligations described by Government Code 2256.009(a)(1) (obligations of governmental entities) or 2256.013 (commercial paper) or if applicable, 2256.0204 (corporate bonds);
3. Requires the securities being purchased by the district or cash held by the district to be pledged to the district either directly or through a joint account approved by the district, held in the district's name either directly or through a joint account approved by the district, and deposited at the time the investment is made with the district or a third party selected and approved by the district; and
4. Is placed through a primary government securities dealer, as defined by the Federal Reserve or a financial institution doing business in Texas.

The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by a district under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution of a repurchase agreement by a district.

*Gov't Code 2256.011(a), (c), (d), (e)*

Securities Lending  
Program

A securities lending program is an authorized investment if:

1. The value of securities loaned is not less than 100 percent collateralized, including accrued income;

2. A loan allows for termination at any time;
3. A loan is secured by:
  - a. Pledged securities described at Obligations of Governmental Entities, above;
  - b. Pledged irrevocable letters of credit issued by a bank that is organized and existing under the laws of the United States or any other state, and continuously rated by at least one nationally recognized investment rating firm at not less than A or its equivalent; or
  - c. Cash invested in accordance with Government Code 2256.009 (obligations of governmental entities), 2256.013 (commercial paper), 2256.014 (mutual funds), or 2256.016 (investment pools);
4. The terms of a loan require that the securities being held as collateral be pledged to the district, held in the district's name, and deposited at the time the investment is made with the district or with a third party selected by or approved by the district; and
5. A loan is placed through a primary government securities dealer, as defined by 5 C.F.R. Section 6801.102(f), as that regulation existed on September 1, 2003, or a financial institution doing business in this state.

An agreement to lend securities under a securities lending program must have a term of one year or less.

*Gov't Code 2256.0115*

Banker's  
Acceptances

A banker's acceptance is an authorized investment if it:

1. Has a stated maturity of 270 days or fewer from the date of issuance;
2. Will be, in accordance with its terms, liquidated in full at maturity;
3. Is eligible for collateral for borrowing from a Federal Reserve Bank; and
4. Is accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank, or of a bank holding company of which the bank is the largest subsidiary, are rated not less than A-1 or P-1 or

an equivalent rating by at least on nationally recognized credit rating agency.

*Gov't Code 2256.012*

Commercial Paper

Commercial paper is an authorized investment if it has a stated maturity of 365 days or fewer from the date of issuance; and is rated not less than A-1 or P-1 or an equivalent rating by at least:

1. Two nationally recognized credit rating agencies; or
2. One nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States law or any state.

*Gov't Code 2256.013*

Mutual Funds

A no-load money market mutual fund is an authorized investment if the mutual fund:

1. Is registered with and regulated by the Securities and Exchange Commission;
2. Provides the district with a prospectus and other information required by the Securities and Exchange Act of 1934 (15 U.S.C. 78a et seq.) or the Investment Company Act of 1940 (15 U.S.C. 80a-1 et seq.); and
3. Complies with federal Securities and Exchange Commission Rule 2a-7 (17 C.F.R. Section 270.2a-7), promulgated under the Investment Company Act of 1940 (15 U.S.C. Section 80a-1 et seq.).

*Gov't Code 2256.014(a)*

In addition to the no-load money market mutual fund authorized above, a no-load mutual fund is an authorized investment if it:

1. Is registered with the Securities and Exchange Commission;
2. Has an average weighted maturity of less than two years; and
3. Either has a duration of:
  - a. One year or more and is invested exclusively in obligations approved by the Public Funds Investment Act, or
  - b. Less than one year and the investment portfolio is limited to investment grade securities, excluding asset-backed securities.

*Gov't Code 2256.014(b)*

*Limitations*

A district is not authorized to:

1. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds and reserves and other funds held for debt service, in mutual funds described in Government Code 2256.014(b);
2. Invest any portion of bond proceeds, reserves and funds held for debt service, in mutual funds described in Government Code 2256.014(b); or
3. Invest its funds or funds under its control, including bond proceeds and reserves and other funds held for debt service, in any one mutual fund described in Government Code 2256.014(a) or (b) in an amount that exceeds 10 percent of the total assets of the mutual fund.

*Gov't Code 2256.014(c)*

Guaranteed  
Investment  
Contracts

A guaranteed investment contract is an authorized investment for bond proceeds if the guaranteed investment contract:

1. Has a defined termination date;
2. Is secured by obligations described at Obligations of Governmental Entities, above, excluding those obligations described at Unauthorized Obligations, in an amount at least equal to the amount of bond proceeds invested under the contract; and
3. Is pledged to the district and deposited with the district or with a third party selected and approved by the district.

Bond proceeds, other than bond proceeds representing reserves and funds maintained for debt service purposes, may not be invested in a guaranteed investment contract with a term longer than five years from the date of issuance of the bonds.

To be eligible as an authorized investment:

1. The board must specifically authorize guaranteed investment contracts as eligible investments in the order, ordinance, or resolution authorizing the issuance of bonds;
2. The district must receive bids from at least three separate providers with no material financial interest in the bonds from which proceeds were received;
3. The district must purchase the highest yielding guaranteed investment contract for which a qualifying bid is received;

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

4. The price of the guaranteed investment contract must take into account the reasonably expected drawdown schedule for the bond proceeds to be invested; and
5. The provider must certify the administrative costs reasonably expected to be paid to third parties in connection with the guaranteed investment contract.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution of a guaranteed investment contract by a district.

*Gov't Code 2256.015*

Investment Pools

A district may invest its funds or funds under its control through an eligible investment pool if the board by rule, order, ordinance, or resolution, as appropriate, authorizes the investment in the particular pool. *Gov't Code 2256.016, .019*

To be eligible to receive funds from and invest funds on behalf of a district, an investment pool must furnish to the investment officer or other authorized representative of the district an offering circular or other similar disclosure instrument that contains the information specified in Government Code 2256.016(b). To maintain eligibility, an investment pool must furnish to the investment officer or other authorized representative investment transaction confirmations and a monthly report that contains the information specified in Government Code 2256.016(c). A district by contract may delegate to an investment pool the authority to hold legal title as custodian of investments purchased with its local funds. *Gov't Code 2256.016(b)-(d)*

Corporate Bonds

A district that qualifies as an issuer as defined by Government Code 1371.001 [see CCF], may purchase, sell, and invest its funds and funds under its control in corporate bonds (as defined above) that, at the time of purchase, are rated by a nationally recognized investment rating firm "AA-" or the equivalent and have a stated final maturity that is not later than the third anniversary of the date the corporate bonds were purchased.

A district is not authorized to:

1. Invest in the aggregate more than 15 percent of its monthly average fund balance, excluding bond proceeds, reserves, and other funds held for the payment of debt service, in corporate bonds; or
2. Invest more than 25 percent of the funds invested in corporate bonds in any one domestic business entity, including subsidiaries and affiliates of the entity.

A district subject to these provisions may purchase, sell, and invest its funds and funds under its control in corporate bonds if the board:

1. Amends its investment policy to authorize corporate bonds as an eligible investment;
2. Adopts procedures to provide for monitoring rating changes in corporate bonds acquired with public funds and liquidating the investment in corporate bonds; and
3. Identifies the funds eligible to be invested in corporate bonds.

The district investment officer, acting on behalf of the district, shall sell corporate bonds in which the district has invested its funds not later than the seventh day after the date a nationally recognized investment rating firm:

1. Issues a release that places the corporate bonds or the domestic business entity that issued the corporate bonds on negative credit watch or the equivalent, if the corporate bonds are rated "AA-" or the equivalent at the time the release is issued; or
2. Changes the rating on the corporate bonds to a rating lower than "AA-" or the equivalent.

*Gov't Code 2256.0204*

Hedging  
Transactions

The board of an eligible entity (as defined above) shall establish the entity's policy regarding hedging transactions. An eligible entity may enter into hedging transactions, including hedging contracts, and related security, credit, and insurance agreements in connection with commodities used by an eligible entity in the entity's general operations, with the acquisition or construction of a capital project, or with an eligible project. A hedging transaction must comply with the regulations of the federal Commodity Futures Trading Commission and the federal Securities and Exchange Commission.

Government Code 1371.059(c) (validity and incontestability of obligations for certain public improvements) applies to the execution by an eligible entity of a hedging contract and any related security, credit, or insurance agreement.

An eligible entity may:

1. Pledge as security for and to the payment of a hedging contract or a security, credit, or insurance agreement any general or special revenues or funds the entity is authorized by law to pledge to the payment of any other obligation.

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

2. Credit any amount the entity receives under a hedging contract against expenses associated with a commodity purchase.

An eligible entity's cost of or payment under a hedging contract or agreement may be considered an operation and maintenance expense, an acquisition expense, or construction expense of the eligible entity; or a project cost of an eligible project.

*Gov't Code 2256.0206*

Prohibited  
Investments

Except as provided by Government Code 2270 (prohibited investments), a district is not required to liquidate investments that were authorized investments at the time of purchase. *Gov't Code 2256.017*

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**Note:** As an "investing entity" under Government Code 2270.0001(7)(A), a district must comply with Chapter 2270, including reporting requirements, regarding prohibited investments in scrutinized companies listed by the comptroller in accordance with Government Code 2270.0201.

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Loss of Required  
Rating

An investment that requires a minimum rating does not qualify as an authorized investment during the period the investment does not have the minimum rating. A district shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating. *Gov't Code 2256.021*

**Sellers of  
Investments**

A written copy of the investment policy shall be presented to any business organization (as defined below) offering to engage in an investment transaction with a district. The qualified representative of the business organization offering to engage in an investment transaction with a district shall execute a written instrument in a form acceptable to the district and the business organization substantially to the effect that the business organization has:

1. Received and reviewed the district investment policy; and
2. Acknowledged that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the district and the organization that are not authorized by the district's investment policy, except to the extent that this authorization:
  - a. Is dependent on an analysis of the makeup of the district's entire portfolio;

OTHER REVENUES  
INVESTMENTS

CDA  
(LEGAL)

- b. Requires an interpretation of subjective investment standards; or
- c. Relates to investment transactions of the entity that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

The investment officer of a district may not acquire or otherwise obtain any authorized investment described in the district's investment policy from a business organization that has not delivered to the district the instrument required above.

*Gov't Code 2256.005(k)-(l)*

Nothing in this section relieves the district of the responsibility for monitoring investments made by the district to determine that they are in compliance with the investment policy.

Business  
Organization

For purposes of the provisions at Sellers of Investments above, "business organization" means an investment pool or investment management firm under contract with a district to invest or manage the district's investment portfolio that has accepted authority granted by the district under the contract to exercise investment discretion in regard to the district's funds.

*Gov't Code 2256.005(k)*

**Donations**

A gift, devise, or bequest made to a district to provide college scholarships for district graduates may be invested by the board as provided in Property Code 117.004 (Uniform Prudent Investor Act), unless otherwise specifically provided by the terms of the gift, devise, or bequest. *Education Code 45.107*

Investments donated to a district for a particular purpose or under terms of use specified by the donor are not subject to the requirements of the Public Funds Investment Act. *Gov't Code 2256.004(b)*

**Electronic Funds  
Transfer**

A district may use electronic means to transfer or invest all funds collected or controlled by the district. *Gov't Code 2256.051*

**Investment Authority**

The Superintendent or other person designated by Board resolution shall serve as the investment officer of the District and shall invest District funds as directed by the Board and in accordance with the District's written investment policy and generally accepted accounting procedures. All investment transactions except investment pool funds and mutual funds shall be settled on a delivery versus payment basis.

**Approved  
Investment  
Instruments**

From those investments authorized by law and described further in CDA(LEGAL) under Authorized Investments, the Board shall permit investment of District funds, including bond proceeds and pledged revenue to the extent allowed by law, in only the following investment types, consistent with the strategies and maturities defined in this policy:

1. Obligations of, or guaranteed by, governmental entities as permitted by Government Code 2256.009.
2. Certificates of deposit and share certificates as permitted by Government Code 2256.010.
3. Fully collateralized repurchase agreements permitted by Government Code 2256.011.
4. A securities lending program as permitted by Government Code 2256.0115.
5. Banker's acceptances as permitted by Government Code 2256.012.
6. Commercial paper as permitted by Government Code 2256.013.
7. No-load mutual funds, except for bond proceeds, and no-load money market mutual funds, as permitted by Government Code 2256.014.
8. A guaranteed investment contract as an investment vehicle for bond proceeds, provided it meets the criteria and eligibility requirements established by Government Code 2256.015.
9. Public funds investment pools as permitted by Government Code 2256.016.

**Safety**

The primary goal of the investment program is to ensure safety of principal, to maintain liquidity, and to maximize financial returns within current market conditions in accordance with this policy. Investments shall be made in a manner that ensures the preservation of capital in the overall portfolio, and offsets during a 12-month period any market price losses resulting from interest-rate fluctuations by income received from the balance of the portfolio. No indi-

OTHER REVENUES  
INVESTMENTS

CDA  
(LOCAL)

vidual investment transaction shall be undertaken that jeopardizes the total capital position of the overall portfolio.

**Investment  
Management**

In accordance with Government Code 2256.005(b)(3), the quality and capability of investment management for District funds shall be in accordance with the standard of care, investment training, and other requirements set forth in Government Code Chapter 2256.

**Liquidity and  
Maturity**

Any internally created pool fund group of the District shall have a maximum dollar weighted maturity of 180 days. The maximum allowable stated maturity of any other individual investment owned by the District shall not exceed one year from the time of purchase. The Board may specifically authorize a longer maturity for a given investment, within legal limits.

The District's investment portfolio shall have sufficient liquidity to meet anticipated cash flow requirements.

**Diversity**

The investment portfolio shall be diversified in terms of investment instruments, maturity scheduling, and financial institutions to reduce risk of loss resulting from overconcentration of assets in a specific class of investments, specific maturity, or specific issuer.

**Monitoring Market  
Prices**

The investment officer shall monitor the investment portfolio and shall keep the Board informed of significant changes in the market value of the District's investment portfolio. Information sources may include financial/investment publications and electronic media, available software for tracking investments, depository banks, commercial or investment banks, financial advisers, and representatives/advisers of investment pools or money market funds. Monitoring shall be done at least quarterly, as required by law, and more often as economic conditions warrant by using appropriate reports, indices, or benchmarks for the type of investment.

**Monitoring Rating  
Changes**

In accordance with Government Code 2256.005(b), the investment officer shall develop a procedure to monitor changes in investment ratings and to liquidate investments that do not maintain satisfactory ratings.

**Funds/Strategies**

Investments of the following fund categories shall be consistent with this policy and in accordance with the applicable strategy defined below. All strategies described below for the investment of a particular fund should be based on an understanding of the suitability of an investment to the financial requirements of the District and consider preservation and safety of principal, liquidity, marketability of an investment if the need arises to liquidate before maturity, diversification of the investment portfolio, and yield.

Operating Funds

Investment strategies for operating funds (including any commingled pools containing operating funds) shall have as their primary

OTHER REVENUES  
INVESTMENTS

CDA  
(LOCAL)

objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

**Custodial Funds**

Investment strategies for custodial funds shall have as their primary objectives preservation and safety of principal, investment liquidity, and maturity sufficient to meet anticipated cash flow requirements.

**Debt Service Funds**

Investment strategies for debt service funds shall have as their primary objective sufficient investment liquidity to timely meet debt service payment obligations in accordance with provisions in the bond documents. Maturities longer than one year are authorized provided legal limits are not exceeded.

**Capital Project Funds**

Investment strategies for capital project funds shall have as their primary objective sufficient investment liquidity to timely meet capital project obligations. Maturities longer than one year are authorized provided legal limits are not exceeded.

**Safekeeping and Custody**

The District shall retain clearly marked receipts providing proof of the District's ownership. The District may delegate, however, to an investment pool the authority to hold legal title as custodian of investments purchased with District funds by the investment pool.

**Sellers of Investments**

Prior to handling investments on behalf of the District, a broker/dealer or a qualified representative of a business organization must submit required written documents in accordance with law. [See Sellers of Investments, CDA(LEGAL)]

Representatives of brokers/dealers and representatives with distributors of investment pools shall be registered with the Texas State Securities Board and must have membership in the Securities Investor Protection Corporation (SIPC) and be in good standing with the Financial Industry Regulatory Authority (FINRA). Distributors of investment pools shall also be a registrant in good standing with the Municipal Securities Rulemaking Board (MSRB).

**Soliciting Bids for CDs**

In order to get the best return on its investments, the District may solicit bids for certificates of deposit in writing, by telephone, or electronically, or by a combination of these methods.

**Interest Rate Risk**

To reduce exposure to changes in interest rates that could adversely affect the value of investments, the District shall use final and weighted-average-maturity limits and diversification.

The District shall monitor interest rate risk using weighted average maturity and specific identification.

**Internal Controls**

A system of internal controls shall be established and documented in writing and must include specific procedures designating who

has authority to withdraw funds. Also, they shall be designed to protect against losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the District. Controls deemed most important shall include:

1. Separation of transaction authority from accounting and recordkeeping and electronic transfer of funds.
2. Avoidance of collusion.
3. Custodial safekeeping.
4. Clear delegation of authority.
5. Written confirmation of telephone transactions.
6. Documentation of dealer questionnaires, quotations and bids, evaluations, transactions, and rationale.
7. Avoidance of bearer-form securities.

These controls shall be reviewed by the District's independent auditing firm.

**Annual Review**

The Board shall review this investment policy and investment strategies not less than annually and shall document its review in writing, which shall include whether any changes were made to either the investment policy or investment strategies.

**Annual Audit**

In conjunction with the annual financial audit, the District shall perform a compliance audit of management controls on investments and adherence to the District's established investment policies.

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
002560	10-15-2025	TRS ACTIVE CARE	005063		199-00-2153.00-079-600000	OCTOBER MEDICAL	7,638.00	N
			005063		199-00-2153.00-090-600000	OCTOBER MEDICAL	10,205.00	N
			005063		199-00-2153.00-093-600000	OCTOBER MEDICAL	31,470.00	N
<b>Totals for Check 002560</b>							<b>49,313.00</b>	
002561	10-01-2025	TASB RISK MANAGEME	005071	RMF006781	199-11-6145.00-001-611000	UNEMPLOYMENT COMP COVERA	7,592.00	N
002564	10-24-2025	OFFICE OF ATTORNEY	005110		199-00-2159.00-028-600000	OCTOBER CHILD SUPPORT	740.00	N
002565	10-24-2025	UNITED STATES TREAS	005111		199-00-2151.00-000-600000	OCTOBER IRS	36,814.61	N
			005111		199-00-2152.01-000-600000	OCTOBER IRS	9,728.46	N
			005111		199-00-2152.02-000-600000	OCTOBER IRS	9,728.46	N
<b>Totals for Check 002565</b>							<b>56,271.53</b>	
002568	10-06-2025	TRS	005122		199-00-2155.00-000-600000	SEPTEMBER TRS	57,554.52	N
			005122		199-00-2155.00-000-600000	SEPTEMBER TRS	4,534.55	N
			005122		199-00-2155.01-000-600000	SEPTEMBER TRS	2,329.42	N
			005122		199-00-2155.02-000-600000	SEPTEMBER TRS	7,659.02	N
			005122		199-00-2155.03-000-600000	SEPTEMBER TRS	435.85	N
			005122		199-00-2155.04-000-600000	SEPTEMBER TRS	5,232.27	N
			005122		199-00-2155.05-000-600000	SEPTEMBER TRS	3,808.22	N
			005122		199-00-2155.08-000-600000	SEPTEMBER TRS	11,954.50	N
<b>Totals for Check 002568</b>							<b>93,508.35</b>	
002569	10-08-2025	TRS	005123		199-00-2155.06-000-600000	AUGUST TRS	.70	N
			005123		199-00-2155.07-062-600000	AUGUST TRS	.30	N
<b>Totals for Check 002569</b>							<b>1.00</b>	
002570	10-10-2025	TRS	005124		199-00-2155.06-000-600000	SEPTEMBER TRS	1,301.72	N
			005124		199-00-2155.07-062-600000	SEPTEMBER TRS	1,070.00	N
<b>Totals for Check 002570</b>							<b>2,371.72</b>	
002571	10-02-2025	TRS	005125		199-00-2155.06-000-600000	AUGUST TRS	2,525.62	N
			005125		199-00-2155.07-062-600000	AUGUST TRS	1,070.00	N
<b>Totals for Check 002571</b>							<b>3,595.62</b>	
002572	10-24-2025	HEALTH E INNOVATION	005126	22003124	753-41-6499.00-999-699000	RUTH RODRIGUEZ 22-23	10.00	N
002573	10-14-2025	CLAIMS ADMINISTRATIV	005127		753-41-6499.00-999-699000	CAS CLAIMS SHARING	906.00	N
005471	10-27-2025	ECAP, LTD	DEDCH		199-00-2159.00-038-600000	OCT DED MISCELLANEOUS	350.00	N
005472	10-27-2025	E E C U	DEDCH		199-00-2154.00-004-600000	OCT DED CREDIT UNION	303.70	N
005473	10-27-2025	FIRST FINANCIAL ADMIN	DEDCH		199-00-2153.00-007-600000	OCT DED LIFE INSURANCE	1,594.72	N
			DEDCH		199-00-2153.00-008-600000	OCT DED HEALTH INSURANCE	44.61	N
			DEDCH		199-00-2153.00-010-600000	OCT DED HEALTH INSURANCE	4,081.77	N
			DEDCH		199-00-2153.00-012-600000	OCT DED HEALTH INSURANCE	800.24	N
			DEDCH		199-00-2153.00-018-600000	OCT DED HEALTH INSURANCE	415.32	N
			DEDCH		199-00-2153.00-084-600000	OCT DED LIFE INSURANCE	233.23	N
			DEDCH		199-00-2153.00-091-600000	OCT DED HEALTH INSURANCE	376.51	N
			DEDCH		199-00-2153.00-100-600000	OCT DED HEALTH INSURANCE	648.00	N
			DEDCH		199-00-2153.00-102-600000	OCT DED LIFE INSURANCE	68.40	N
			DEDCH		199-00-2153.00-104-600000	OCT DED LIFE INSURANCE	1,116.20	N

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
			DEDCH		199-00-2153.00-107-600000	OCT DED HEALTH INSURANCE	388.46	N
			DEDCH		199-00-2153.00-115-600000	OCT DED HEALTH INSURANCE	473.76	N
			DEDCH		199-00-2153.00-116-600000	OCT DED HEALTH INSURANCE	305.28	N
			DEDCH		199-00-2153.00-117-600000	OCT DED HEALTH INSURANCE	660.96	N
			DEDCH		199-00-2159.00-019-600000	OCT DED INCOME REPLACEMENT	1,710.44	N
			DEDCH		199-00-2159.00-021-600000	OCT DED TAX SHEL. ANNUITY	384.00	N
			DEDCH		199-00-2159.00-029-600000	OCT DED TAX SHEL. ANNUITY	1,830.00	N
			DEDCH		199-00-2159.00-033-600000	OCT DED MISCELLANEOUS	1,839.99	N
			DEDCH		199-00-2159.00-046-600000	OCT DED TAX SHEL. ANNUITY	2,250.00	N
			DEDCH		199-00-2159.00-072-600000	OCT DED TAX SHEL. ANNUITY	750.00	N
			DEDCH		199-00-2159.00-101-600000	OCT DED HSA	550.00	N
			DEDCH		199-00-2159.00-114-600000	OCT DED MISCELLANEOUS	361.00	N
					<b>Totals for Check 005473</b>		<b>20,882.89</b>	
005474	10-27-2025	RIO VISTA ISD FOOD SE	DEDCH		199-00-2159.00-052-600000	OCT DED MISCELLANEOUS	928.00	N
005475	10-27-2025	ATTN: CONTRIBUTIONS	DEDCH		199-00-2159.00-119-600000	OCT DED 457 DEFERRED COMP.	431.07	N
			DEDCH		199-00-2159.00-120-600000	OCT DED 457 DEFERRED COMP.	847.50	N
					<b>Totals for Check 005475</b>		<b>1,278.57</b>	
005476	10-27-2025	TEXAS CLASSROOM TE	DEDCH		199-00-2159.00-048-600000	OCT DED MISCELLANEOUS	18.00	N
005477	10-27-2025	UNITED EDUCATORS AS	DEDCH		199-00-2159.00-032-600000	OCT DED TSTA DUES	1,088.99	N
					<b>Total For District Written Checks</b>		<b>239,159.37</b>	

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
004256	10-03-2025	JESUS ALVARADO JR.	005069	ALVARADO	623-81-6299.00-999-699000	LABOR (WEIGHT ROOM-FRAMING	1,200.00	N
004257	10-03-2025	OWEN RAY MANRY	005068	MANRY	623-81-6299.00-999-699000	LABOR (WEIGHT ROOM-FRAMING	1,400.00	N
004258	10-03-2025	UVALDO SALAZAR	005070	SALAZAR	623-81-6299.00-999-699000	LABOR (WEIGHT ROOM-FRAMING	1,200.00	N
004259	10-07-2025	LEVEL UP COMMERCIAL	237324	1056	623-81-6629.00-999-699000	ELECTRICAL @ HS FIELD HOUSE	49,828.00	N
			237403	1055	623-81-6629.00-999-699000	HS WEIGHT ROOM- ELECTRICAL	30,766.80	N
			237364	1057	623-81-6629.00-999-699000	HS FIELD HOUSE- ELECTRICAL	2,375.10	N
<b>Totals for Check 004259</b>							<b>82,969.90</b>	
004260	10-07-2025	MARTY POOL MASONRY	237317	INVOICE 9/8	623-81-6299.00-999-699000	FIELD HS- MASONRY (FINAL DRA	19,500.00	N
004261	10-10-2025	JESUS ALVARADO JR.	005077	ALAVARDO	623-81-6299.00-999-699000	LABOR (FIELD HOUSE-PLYWOOD	930.00	N
004262	10-10-2025	OWEN RAY MANRY	005078	MANRY	623-81-6299.00-999-699000	LABOR (FIELD HOUSE-PLYWOOD	1,085.00	N
004263	10-10-2025	UVALDO SALAZAR	005079	SALAZAR	623-81-6299.00-999-699000	LABOR (FIELD HOUSE-PLYWOOD	720.00	N
004264	10-10-2025	FRONTIER WASTE-HILL	237159	7486450	623-81-6259.00-999-699000	ROLL OFF DUMPSTER- HS WEIG	170.61	N
004265	10-10-2025	GILBERT ENVIRONMENT	237176	I33644	623-81-6269.00-999-699000	PORT-A-POTTY RENTAL- WEIGHT	110.00	N
004266	10-10-2025	LAYLAND PLUMBING IN	237323	DRAW 3	623-81-6629.00-999-699000	PLUMBING @ HS FIELD HOUSE	47,025.00	N
004267	10-10-2025	NEXCOURT, INC	237526	2784	623-81-6629.00-999-699000	HS WEIGHT RM FLOORING	19,900.00	N
004268	10-14-2025	HOME DEPOT CREDIT S	005083	3904034	623-81-6399.00-999-699000	SUPPLIES- HS WEIGHT RM	1,518.20	N
004269	10-16-2025	MARKUM PAINTING LLC	005089	71	623-81-6299.00-999-699000	HS WEIGHT RM- PAINTING	4,666.40	N
			005089	72	623-81-6299.00-999-699000	HS WEIGHT RM- PAINTING	5,462.50	N
			005089	73	623-81-6299.00-999-699000	HS WEIGHT RM- PAINTING	950.00	N
<b>Totals for Check 004269</b>							<b>11,078.90</b>	
004272	10-24-2025	JESUS ALVARADO JR.	005095	ALVARADO	623-81-6299.00-999-699000	LABOR (FIELD HS-DOOR FRAMES	960.00	N
004273	10-24-2025	OWEN RAY MANRY	005096	MANRY	623-81-6299.00-999-699000	LABOR (FIELD HS-DOOR FRAMES	1,295.00	N
004274	10-24-2025	FRONTIER WASTE-HILL	237159	7632766	623-81-6259.00-999-699000	ROLL OFF DUMPSTER- HS WEIG	446.69	N
004275	10-30-2025	JESUS ALVARADO JR.	005098	ALVARADO	623-81-6299.00-999-699000	LABOR (FIELD HS-DOOR FRAMES	1,260.00	N
004276	10-30-2025	AMERICAN PRO COATIN	005100	1025	623-81-6299.00-999-699000	FIELD HOUSE- SITE SUPERVISIO	3,840.00	N
			005100	1025	623-81-6629.00-999-699000	FIELD HOUSE- MANAGEMENT SV	1,320.00	N
<b>Totals for Check 004276</b>							<b>5,160.00</b>	
004277	10-30-2025	ARTEX OVERHEAD DOO	005101	51541	623-81-6299.00-999-699000	HS WEIGHT RM-DOOR INSTALLA	8,400.00	N
004278	10-30-2025	CRISP CLIMATE CONTR	237322	APP# 002	623-81-6629.00-999-699000	HVAC @ HS FIELD HOUSE	95,066.19	N
004279	10-30-2025	LEVEL UP COMMERCIAL	237324	1061	623-81-6629.00-999-699000	ELECTRICAL @ HS FIELD HOUSE	52,073.30	N
004280	10-30-2025	AMERICAN PRO COATIN	005099	1026	623-81-6629.00-999-699000	WEIGHT RM- MANAGEMENT SVC	4,620.00	N
004281	10-30-2025	OWEN RAY MANRY	005102	MANRY	623-81-6299.00-999-699000	LABOR (FIELD HS-DOOR FRAMES	1,470.00	N
046594	10-02-2025	CLASSLINK, INC	237157	INV22722	199-11-6299.00-999-6110TC	TECHNOLOGY SOFTWARE	4,487.00	N
046595	10-02-2025	AMY S. HENDERSON	237511	HENDERSON	199-36-6219.35-001-6910GA	MS VOLLEYBALL OFFICIAL 9/15	170.00	N
046596	10-02-2025	FIFTH THIRD BANK	005064	RT00765878	199-71-6512.00-999-6990TC	ANNUAL LEASE PAYMENT (9562-	35,000.00	N

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
046597	10-02-2025	ITURITY LLC	237266	251005	199-11-6249.00-999-6110TC	DEVICE REPAIRS	2,210.00	N
046598	10-02-2025	IXL LEARNING	240146	S504575	410-11-6321.00-041-611000	ONLINE LEARNING PLATFORM	4,160.00	N
			237488	S558085	410-11-6321.00-041-611000	8TH SS ADDITION TO IXL	150.00	N
<b>Totals for Check 046598</b>							<b>4,310.00</b>	
046599	10-02-2025	KEENE ISD	237480	ENTRY FEE	199-36-6499.11-001-6910AT	G-BASKETBALL TOURN 11/20-	500.00	N
046600	10-02-2025	MICHAEL R KINCHELOE	237571	KINCHELOE	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 9/19	130.00	N
046601	10-02-2025	KLEMENT DISTRIBUTIO	237341	1032524708	240-35-6341.00-041-699000	MIDDLE SCHOOL- ICE CREAM	253.92	N
			237341	1032526111	240-35-6341.00-041-699000	MIDDLE SCHOOL- ICE CREAM	197.52	N
			237341	1032524707	240-35-6341.00-101-699000	ELEMENTARY- ICE CREAM	316.26	N
			237341	1032526110	240-35-6341.00-101-699000	ELEMENTARY- ICE CREAM	268.35	N
<b>Totals for Check 046601</b>							<b>1,036.05</b>	
046602	10-02-2025	LEE A KOONTZ	237566	KOONTZ	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 9/19	130.00	N
046603	10-02-2025	ANDREW LOVE	237542	LOVE	199-36-6219.35-001-6910GA	HS VOLLEYBALL OFFICIAL 9/19	155.00	N
046604	10-02-2025	CARRIE LYTLE	237543	LYTLE	199-36-6219.35-001-6910GA	HS VOLLEYBALL OFFICIAL 9/19	155.00	N
046605	10-02-2025	MSB SCHOOL	005065	FF237931	199-33-6499.00-999-623000	TX COST SETTLEMENT/CONSULT	752.50	N
046606	10-02-2025	NEXTLINK INTERNET	005066	B10000435-159	199-51-6259.52-999-699000	DISTRICT PHONE SERVICE	1,312.30	N
			005066	B10000435-159	199-52-6259.00-999-699000	DISTRICT PHONE SERVICE	1,312.31	N
<b>Totals for Check 046606</b>							<b>2,624.61</b>	
046607	10-02-2025	O'REILLY AUTOMOTIVE,	240164	0709-250160	199-34-6319.00-999-699000	TRANSPORTATION SUPPLIES	105.79	N
046608	10-02-2025	OLD TIMERS TIMING CO	237560	0000144	464-00-2190.64-999-699000	CROSS COUNTRY MEET TIMER 9/	1,647.03	N
			237560	0000144	464-00-2190.66-999-699000	CROSS COUNTRY MEET TIMER 9/	318.97	N
<b>Totals for Check 046608</b>							<b>1,966.00</b>	
046609	10-02-2025	PADILLA POLL LLC	237563	28-21076	199-36-6495.00-001-6910BA	FOOTBALL MEMBERSHIP	280.00	N
046610	10-02-2025	PITNEY BOWES INC	237538	1027995358	199-41-6399.82-750-699000	POSTAGE MACHINE RED INK	123.19	N
046611	10-02-2025	RYAN PORTER	237574	PORTER	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 9/19	130.00	N
046612	10-02-2025	ERIC RODGERS	237512	RODGERS	199-36-6219.35-001-6910GA	MS VOLLEYBALL OFFICIAL 9/15	170.00	N
046613	10-02-2025	JASON ROSEBERRY	237541	ROSEBERRY	199-36-6219.35-001-6910GA	HS VOLLEYBALL OFFICIAL 9/19	140.00	N
046614	10-02-2025	ROWLETT HARDWARE	240162	A458954	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	143.78	N
			240162	A459766	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	39.96	N
			240162	A460126	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	93.05	N
			240162	A460137	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	4.99	N
			240162	A460173	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	10.05	N
			240162	A460191	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	31.97	N
			240162	A460206	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	10.99	N
			240162	A461364	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	16.99	N
<b>Totals for Check 046614</b>							<b>351.78</b>	
046615	10-02-2025	ROWLETT HARDWARE	240129	A461390	199-11-6399.00-001-622000	AG MECH SUPPLIES	67.23	N
046616	10-02-2025	TYLER SIEVERT	237573	SIEVERT	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 9/19	130.00	N

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
046617	10-02-2025	TEACHER SYNERGY LL	237394	310130564	199-11-6399.00-041-624000	SOAR CURRICULUM	128.88	N
046618	10-02-2025	4-H AG FUND	237602	626	865-00-2190.07-001-600000	SWINE VALIDATION TAGS	180.00	N
046619	10-02-2025	VARSITY SPIRIT LLC	237467	REG-	199-36-6499.18-001-6910AT	UIL STATE CHEER COMPETITION	350.00	N
046620	10-02-2025	FIFTH THIRD BANK	005067	RT00765875	199-71-6512.00-999-6990TC	ANNUAL LEASE PAYMENT (9562-	17,353.59	N
046621	10-02-2025	ROWLETT HARDWARE	240162	A417453	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	8.97	N
			240162	A418013	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	1.58	N
<b>Totals for Check 046621</b>							<b>10.55</b>	
046622	10-03-2025	BSN SPORTS, LLC	237564	931476011	199-36-6395.35-001-6910GA	VOLLEYBALL REPLACEMENT	12.66	N
			237564	931476011	464-00-2190.55-999-699000	VOLLEYBALL REPLACEMENT	1,656.83	N
<b>Totals for Check 046622</b>							<b>1,669.49</b>	
046623	10-03-2025	CRISP CLIMATE CONTR	240181	1210291049	199-51-6249.00-999-699000	HVAC REPAIRS @ FIELD HOUSE	1,373.78	N
			240181	1210291047	199-51-6249.00-999-699000	HVAC REPAIRS @ HS	207.30	N
			240181	1210291048	199-51-6249.00-999-699000	HVAC REPAIRS @ ADMIN	270.00	N
<b>Totals for Check 046623</b>							<b>1,851.08</b>	
046624	10-03-2025	DUPUY OXYGEN	240107	637288	199-11-6399.00-001-622000	CYLINDER RENTAL- AG MECH	31.83	N
046625	10-03-2025	GONZALES FLORAL & GI	237533	2707	199-41-6499.00-701-699000	ARRANGEMENT FOR S MCCLANA	150.00	N
046626	10-03-2025	RIO VISTA ISD GRAPHIC	237472	001	865-00-2190.07-001-600000	LDE CONTEST BANNERS	540.00	N
046627	10-03-2025	ROWLETT HARDWARE	240129	A461562	199-11-6399.00-001-622000	AG MECH SUPPLIES	56.11	N
046628	10-03-2025	SOUTHERN FLORAL CO	237582	381726	461-00-2190.52-001-699000	SR NIGHT VOLLEYBALL BOUQUE	132.78	N
046629	10-03-2025	THE T-SHIRT FACTORY,	237333	4636	865-00-2190.07-001-600000	SPONSORSHIP BANNERS	532.00	N
046630	10-09-2025	CAMP LONE STAR YEAR	237555	INVOICE	865-00-2190.18-001-600000	YEARBOOK WORKSHOP	280.00	N
046631	10-09-2025	CRISP CLIMATE CONTR	237486	1210291055	199-81-6249.00-999-699000	HVAC REPAIRS @ ADMIN	723.57	N
046632	10-09-2025	DUPUY OXYGEN	240131	2636682	199-11-6399.00-001-622000	AG MECH SUPPLIES	9.20	N
046633	10-09-2025	EZFUND.COM	237554	195076	463-00-2190.00-101-699000	STUCO LOLLIPOP FUNDRAISER	921.00	N
046634	10-09-2025	AMY S. HENDERSON	237592	HENDERSON	199-36-6219.35-001-6910GA	MS VOLLEYBALL OFFICIAL 9/29	125.00	N
			237637	HENDERSON	199-36-6219.35-001-6910GA	HS VOLLEYBALL OFFICIAL 10/2	155.00	N
<b>Totals for Check 046634</b>							<b>280.00</b>	
046635	10-09-2025	INTERMOUNTAIN LOCK	237570	4733221	199-81-6399.00-999-699000	SECURITY DOOR HANDLE	490.84	N
046636	10-09-2025	BRAMDAK, INC	005072	116975	199-52-6219.09-999-699000	HALF DAY DRUG DOG SERVICE 9	400.00	N
046637	10-09-2025	JOHNSON COUNTY TRE	005073	2266	199-52-6219.00-999-699000	FY2026 DISPATCHING SERVICE	745.74	N
046638	10-09-2025	JOHNSON COUNTY TRE	005074	2287	199-52-6219.00-999-699000	POLICE COMMUNICATIONS SYST	366.43	N
046639	10-09-2025	BARBARA JONES	237593	JONES	199-36-6219.35-001-6910GA	HS VOLLEYBALL OFFICIAL 9/19	140.00	N
046640	10-09-2025	LEASOR CRASS, PC	005075	28331	199-41-6211.00-701-699000	LEGAL SERVICES-SEPTEMBER 2	509.00	N
046641	10-09-2025	LOWE'S	240163	971201	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	121.34	N
			240163	976147	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	98.23	N
			240163	990730	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	46.97	N
			240163	976184	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	104.10	N
			240163	976184	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	44.40	N

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
			240163	985533	199-51-6319.00-999-699000	MAINTENANCE SUPPLIES	120.40	N
						<b>Totals for Check 046641</b>	<b>535.44</b>	
046642	10-09-2025	CARRIE LYTLE	237636	LYTLE	199-36-6219.35-001-6910GA	MS VOLLEYBALL OFFICIAL 10/6	125.00	N
046643	10-09-2025	KARRIE COWAN	237576	25	865-00-2190.39-041-600000	STUDENT COUNCIL T-SHIRTS	340.00	N
046644	10-09-2025	MAINSTAY FARM	237601	FIELD TRIP	463-00-2190.00-101-699000	KINDER FIELD TRIP 10/15	923.00	N
046645	10-09-2025	MIGHTY MUSIC PUBLISH	237465	0000964	199-11-6399.23-101-611000	UIL SUPPLIES	347.99	N
046646	10-09-2025	CHARYL MORGAN	237635	MORGAN	199-36-6219.35-001-6910GA	MS VOLLEYBALL OFFICIAL 10/6	125.00	N
046647	10-09-2025	BILLY PREISSINGER	237616	PREISSINGER	199-36-6219.35-001-6910GA	HS VOLLEYBALL OFFICIAL 9/30	155.00	N
046648	10-09-2025	JAMES MICHAEL REAVE	237590	REAVES	199-36-6219.35-001-6910GA	HS VOLLEYBALL OFFICIAL 9/26	155.00	N
046649	10-09-2025	JERRIE L RICHARD	237594	RICHARD	199-36-6219.35-001-6910GA	MS VOLLEYBALL OFFICIAL 9/29	125.00	N
046650	10-09-2025	RIO VISTA ISD FLORAL	237630	RVFD-1003-VB	464-00-2190.55-999-699000	FLOWERS FOR VBALL SENIOR NI	200.00	N
046651	10-09-2025	ROBERT W .GRANT, ED.	237589	2	199-52-6219.00-999-699000	GUARDIAN EVALUATIONS	200.00	N
046652	10-09-2025	ROWLETT HARDWARE	240129	A462055	199-11-6399.00-001-622000	AG MECH SUPPLIES	9.98	N
046653	10-09-2025	DENNIS SCHREFFLER	237596	SCHREFFLER	199-36-6219.35-001-6910GA	HS VOLLEYBALL OFFICIAL 9/23	205.00	N
046654	10-09-2025	THE SHERWIN WILLIAM	237153	1615-0	199-51-6319.00-999-699000	PAINT/PAINT SUPPLIES	159.25	N
046655	10-09-2025	DAVID A STALLINS	237638	STALLINS	199-36-6219.35-001-6910GA	HS VOLLEYBALL OFFICIAL 10/2	155.00	N
046656	10-09-2025	TEXAS ELITE GRAPHICS	005076	40771	199-41-6499.00-701-699000	STADIUM GUIDELINES HARDWAR	53.88	N
046657	10-09-2025	VALLEY MILLS ISD	237640	0008	199-36-6499.33-001-6910AT	DISTRICT CC MEET EXPENSES	323.52	N
046658	10-09-2025	TERESA VAUGHN	237624	PER DIEM	199-41-6411.00-750-699000	HR ACADEMY 10/12-10/14	44.00	N
046659	10-09-2025	ARCHIE WOOLEY	237595	WOOLEY	199-36-6219.35-001-6910GA	HS VOLLEYBALL OFFICIAL 9/26	155.00	N
046660	10-09-2025	CALEB WOOLEY	237639	WOOLEY	199-36-6219.35-001-6910GA	HS VOLLEYBALL OFFICIAL 9/30	155.00	N
046661	10-10-2025	INTEGRITY COMMERCIA	237537	07-002	429-52-6639.C1-999-399000	WEIGHT RM- EXTERIOR OPENIN	14,660.00	N
			237536	07-001	429-52-6639.C1-999-399000	FIELD HOUSE- EXTERIOR OPENI	12,210.00	N
						<b>Totals for Check 046661</b>	<b>26,870.00</b>	
046662	10-10-2025	COMPLIANCE CONSORT	005081	1370778	199-36-6219.00-999-699000	STUDENT DRUG TESTING 9/24	1,120.00	N
046663	10-10-2025	CRISP CLIMATE CONTR	237486	1210291060	199-81-6249.00-999-699000	HVAC REPAIRS @ ANNEX BLDG	499.28	N
			237486	1210291062	199-81-6249.00-999-699000	HVAC REPAIRS @ HS	143.79	N
						<b>Totals for Check 046663</b>	<b>643.07</b>	
046664	10-10-2025	ELLIOTT ELECTRIC SUP	240153	116-07727-01	199-51-6319.00-999-699000	ELECTRICAL SUPPLIES	137.88	N
046665	10-10-2025	NATIONAL FFA	240126	CNR88058	865-00-2190.07-001-600000	NAT'L CONVENTION REGISTRATI	810.00	N
046666	10-10-2025	PITNEY BOWES GLOBAL	005082	3321451252	199-71-6513.01-999-699000	POSTAL MACHINE-QUARTERLY L	779.31	N
046667	10-10-2025	RIO VISTA ISD GRAPHIC	237633	004	865-00-2190.07-001-600000	BANNERS FOR LDE	75.00	N
046668	10-10-2025	TASA	237649	000182370	199-41-6219.00-701-699000	SMALL SCHOOLS NETWORK EVE	500.00	N
			237649	000182370	199-41-6219.00-750-699000	SMALL SCHOOLS NETWORK EVE	500.00	N
						<b>Totals for Check 046668</b>	<b>1,000.00</b>	

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
046669	10-10-2025	THE T-SHIRT FACTORY,	237468	4642	865-00-2190.07-001-600000	BANNERS FOR AG CONTESTS	76.00	N
046670	10-15-2025	JONATHAN D ALVIS	005084	ALVIN	199-11-6499.04-001-611000	BAND CLINICIAN 10/13	500.00	N
046671	10-15-2025	AMERICAN BAND ACCE	237608	4884	199-11-6399.04-001-611000	BAND SUPPLIES	89.95	N
046672	10-15-2025	AREA VIII FFA	237655	309261	199-11-6495.00-001-622000	2025-2026 FALL MEMBERSHIP	337.50	N
046673	10-15-2025	BRITTANY BRAKE-	240124	PER DIEM	199-11-6411.00-001-622001	NATIONAL CONVENTION 10/28-11	384.00	N
046674	10-15-2025	BRIGHT WHITE PAPER C	237606	SI14694	865-00-2190.03-001-600000	GRAPHIC DESIGN SUPPLIES	2,395.09	N
046675	10-15-2025	BSN SPORTS, LLC	237509	931498245	199-36-6395.11-001-6910GA	GIRLS BASKETBALL EQUIPMENT	2,467.68	N
046676	10-15-2025	CEV MULTIMEDIA, LLC	237361	INV-15578	199-11-6399.00-001-6220CT	EDUTHINGS SUBSCRIPTION	4,950.00	N
046677	10-15-2025	CHISOLM TRAIL DISTRIC	237654	309262	199-11-6495.00-001-622000	2025-2026 FALL MEMBERSHIP	150.00	N
046678	10-15-2025	DUPUY OXYGEN	240131	2639244	199-11-6399.00-001-622000	AG MECH SUPPLIES	93.83	N
			240131	2638480	199-11-6399.00-001-622000	AG MECH SUPPLIES	194.67	N
						<b>Totals for Check 046678</b>	<b>288.50</b>	
046679	10-15-2025	GOLD STAR FOODS INC.	237508	3212759	240-35-6341.00-001-699000	HS- COMMODITIES DELIVERY	98.70	N
			237508	3212760	240-35-6341.00-041-699000	MS- COMMODITIES DELIVERY	98.70	N
			237508	3212761	240-35-6341.00-101-699000	ES- COMMODITIES DELIVERY	98.70	N
						<b>Totals for Check 046679</b>	<b>296.10</b>	
046680	10-15-2025	HANNAH HINOJOSA	240125	PER DIEM	199-11-6411.00-001-622001	NATIONAL CONVENTION 10/28-11	384.00	N
046681	10-15-2025	ITC CONTROLS AND	237612	2001613	199-51-6249.00-999-699000	WELL WATER TEST	210.50	N
046682	10-15-2025	JAMES R JOHNSON	005085	JOHNSON	199-52-6219.00-999-699000	SECURITY @ VS FOOTBALL 10/10	200.00	N
046683	10-15-2025	MAINSTAY FARM	237600	FIELD TRIP	463-00-2190.00-101-699000	1ST GRADE FIELD TRIP 10/22	1,014.00	N
046684	10-15-2025	MCMURRY UNIVERSITY	005086	SCHOLARSHIP	461-00-2190.15-001-699000	MOSELEY ENDOWMENT- V MORA	1,600.00	N
046685	10-15-2025	NATIONAL FFA	237514	MDS368799	865-00-2190.07-001-600000	FFA STUDENT JACKET ORDER	81.00	N
			237524	MDS368795	865-00-2190.07-001-600000	FFA JACKET ORDER FOR STUDE	81.00	N
						<b>Totals for Check 046685</b>	<b>162.00</b>	
046686	10-15-2025	AGENCY 405-CRIME RE	237169	CR-318136	199-41-6219.00-701-699000	CRIMINAL HISTORY- AUGUST 202	4.00	N
046687	10-15-2025	TEXAS FFA ASSOCIATIO	237656	309260	199-11-6495.00-001-622000	2025-2026 FALL MEMBERSHIP	1,529.68	N
046688	10-15-2025	BRITTANY BRAKE-	237332	STUDENT	199-36-6412.00-001-699000	NATIONAL CONVENTION 10/28-11	2,688.00	N
046689	10-15-2025	PRINTMOZ	237618	407693	199-51-6317.00-999-699000	CAMPUS DIRECTIONAL SIGNAGE	1,337.58	N
046690	10-16-2025	ATMOS ENERGY	005087	3021731429	199-51-6259.51-999-699000	MONTHLY GAS BILL-AG BARN	98.51	N
			005087	3022977930	199-51-6259.51-999-699000	MONTHLY GAS BILL-RVHS	449.82	N
			005087	3021730706	199-51-6259.51-999-699000	MONTHLY GAS BILL-8TH BLDG	126.94	N
			005087	3023068063	199-51-6259.51-999-699000	MONTHLY GAS BILL-RVMS	1,689.01	N
			005087	3021730448	199-51-6259.51-999-699000	MONTHLY GAS BILL-RVES	150.81	N
			005087	3021731161	199-51-6259.51-999-699000	MONTHLY GAS BILL-FIELD HOUS	180.37	N
						<b>Totals for Check 046690</b>	<b>2,695.46</b>	
046691	10-16-2025	RUSTY BOWDEN	237665	BOWDEN	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/10	130.00	N

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
046692	10-16-2025	BSN SPORTS, LLC	237293	931651061	199-36-6395.35-001-6910GA	VOLLEYBALL EQUIPMENT	3,631.32	N
			237293	931651061	464-00-2190.55-999-699000	VOLLEYBALL EQUIPMENT	1,288.07	N
<b>Totals for Check 046692</b>							<b>4,919.39</b>	
046693	10-16-2025	CODY JOE CARTWRIGH	237666	CARTWRIGHT	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/10	130.00	N
046694	10-16-2025	COMPLETE SUPPLY INC	240156	388697	199-51-6319.96-999-699000	CUSTODIAL SUPPLIES	7,362.07	N
046695	10-16-2025	EDDIE DON	237664	FORTENBERRY	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/10	130.00	N
046696	10-16-2025	GREG GRIMES	237670	GRIMES	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/10	130.00	N
046697	10-16-2025	DAVID HORTON	237668	HORTON	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/10	130.00	N
046698	10-16-2025	CRISTINA MORALES	005088	REIMBURSEME	199-41-6499.00-701-699000	FINGERPRINTS @ IDENTOGO	37.78	N
046699	10-16-2025	RYAN NOLTING	237667	NOLTING	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/10	130.00	N
046700	10-16-2025	DAREN RYDER PARTRID	237669	PARTRIDGE	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/10	130.00	N
046701	10-16-2025	SKOTT WILLIAMS	237671	WILLIAMS	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/9	95.00	N
046702	10-17-2025	MALLORY SCREENPRIN	237559	31254	199-36-6395.11-001-6910BA	BOYS BASKETBALL SHIRTS	650.00	N
046703	10-17-2025	ROWLETT HARDWARE	240129	A462929	199-11-6399.00-001-622000	AG MECH SUPPLIES	124.05	N
046704	10-17-2025	TEACHER SYNERGY LL	237648	315610263	199-11-6399.00-001-611000	ENGLISH/GEOMETRY SUPPLIES	150.70	N
046705	10-17-2025	THE BANDWAGON MUSI	237552	0015046	199-11-6249.04-001-611000	BAND INSTRUMENT REPAIRS	404.30	N
046706	10-17-2025	BOSQUEVILLE ATHLETI	237672	TEAM MEALS	199-36-6494.10-001-6910AT	VARSITY FOOTBALL MEALS 10/17	400.00	N
046707	10-17-2025	SHIRTWELL T-SHIRT CO	237641	503868	865-00-2190.31-041-600000	CHEER SHIRTS	247.50	N
046708	10-17-2025	TITAN ARMORED SYSTE	237688	1013	429-52-6399.C2-999-399000	BALLISTIC SHIELDS HB33	8,032.50	N
046709	10-17-2025	TERESA VAUGHN	005091	MILEAGE	199-41-6411.00-750-699000	TASB HR ACADEMY 10/13-10/14	211.40	N
046710	10-22-2025	COMMEMORATIVE BRA	237431	1512839	199-11-6499.65-001-611000	GRADUATION SUPPLIES	440.20	N
046711	10-22-2025	CARSON PEST MANAGE	240149	260913	199-51-6219.00-999-699000	MONTHLY PEST CONTROL	50.02	N
			240149	260918	199-51-6219.00-999-699000	MONTHLY PEST CONTROL	45.85	N
			240149	260920	199-51-6219.00-999-699000	MONTHLY PEST CONTROL	52.80	N
			240149	260925	199-51-6219.00-999-699000	MONTHLY PEST CONTROL	119.00	N
<b>Totals for Check 046711</b>							<b>267.67</b>	
046712	10-22-2025	CHAMPION TEAMWEAR	237207	101805064	199-36-6399.18-001-6990GA	CHEER UNIFORMS	299.95	N
046713	10-22-2025	CHRIS CHAPPOTIN	240095	PER DIEM	199-41-6411.00-701-699000	TASA SUPER ACADEMY 11/4-11/6	28.00	N
	10-30-2025	CHRIS CHAPPOTIN	240095	PER DIEM	199-41-6411.00-701-699000	WAS NOT ABLE TO ATTEND	-28.00	N
<b>Totals for Check 046713</b>							<b>.00</b>	
046714	10-22-2025	HEIDI CHAPPOTIN	237446	PER DIEM	199-13-6411.CD-999-611000	TX ASSESS CONF 11/2-11/5	114.00	N
046715	10-22-2025	COMPLETE SUPPLY INC	240156	389724	199-51-6319.96-999-699000	CUSTODIAL SUPPLIES	799.80	N
			240156	389733	199-51-6319.96-999-699000	CUSTODIAL SUPPLIES	399.98	N
<b>Totals for Check 046715</b>							<b>1,199.78</b>	
046716	10-22-2025	INTEGRITY URGENT CA	240176	4160076	199-34-6246.00-999-699000	DRIVER PHYSICALS	285.00	N
046717	10-22-2025	KRIS SMITH EDUCATION	237393	INVOICE 10/15	199-11-6399.SP-999-643000	MTA ADVANCED DYSLEXIA	680.00	N

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
046718	10-22-2025	LSR SERVICE COMPANY	237687	5542	199-51-6249.00-999-6990XT	SKID STEER REPAIR	3,216.88	N
046719	10-22-2025	MISSION RESTAURANT	237544	INV341127	240-35-6639.00-101-699000	NEW EQUIPMENT (ES)	488.00	N
			240189	INV338738	240-35-6639.00-101-699000	NEW EQUIPMENT (ES)	21,855.00	N
<b>Totals for Check 046719</b>							<b>22,343.00</b>	
046720	10-22-2025	MURPHY SCOTT RESOU	240168	929761	199-34-6311.00-999-699000	MONTHLY FUEL	2,333.51	N
			240168	929855	199-34-6311.00-999-699000	MONTHLY FUEL	2,883.39	N
<b>Totals for Check 046720</b>							<b>5,216.90</b>	
046721	10-22-2025	NORTH TEXAS COLORG	237622	9-14387-44560	199-11-6499.04-001-611000	COLORGUARD MEMBERSHIP	775.00	N
046722	10-22-2025	JONATHAN POOLE	005094	POOLE	199-52-6219.00-999-699000	SECURITY @ VS FOOTBALL 10/10	200.00	N
046723	10-22-2025	RIO VISTA ISD GRAPHIC	237634	003	199-11-6399.04-001-611000	8'X4' GRAPHIC BANNER BACKDR	285.00	N
046724	10-22-2025	SAM'S CLUB DIRECT	237613	STATEMENT10/	462-00-2190.00-041-699000	CONCESSION STAND SUPPLIES	536.36	N
046725	10-22-2025	SOUTHERN FLORAL CO	240127	385495	199-11-6399.00-001-622000	FLORAL SUPPLIES	638.60	N
046726	10-22-2025	THE BANDWAGON MUSI	237550	0015045	199-11-6249.04-001-611000	BAND INSTRUMENT REPAIRS	1,135.00	N
046727	10-22-2025	THE JAMES EVENT CEN	237652	2025-67	865-00-2190.C7-001-600000	PROM VENUE DEPOSIT	700.00	N
046728	10-22-2025	TERESA VAUGHN	237625	PER DIEM	199-41-6411.00-750-699000	ADVANCED HR ACADEMY 11/5-11	44.00	N
046729	10-22-2025	WALMART / CAPITAL ON	240128	1665721310	199-11-6399.00-001-622000	ANIMAL SCIENCE & FLORAL SUP	187.26	N
046730	10-22-2025	MELISSA ZAMZOW	237498	ZAMZOW	199-11-6499.04-001-611000	COLORGUARD CHOREOGRAPHY	500.00	N
046731	10-24-2025	MICHAEL S ACKER	237693	ACKER	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/16	205.00	N
046732	10-24-2025	ANDREA'S TROPHY SHO	237702	1999	161-00-2190.00-101-600000	ELEM DISTRICT UIL AWARDS	1,340.00	N
046733	10-24-2025	JEREMY BOYD	237694	BOYD	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/16	205.00	N
046734	10-24-2025	CAREER AND TECHNICA	237676	200016589	199-11-6411.00-001-622001	CTAT WINTER CONFERENCE FEE	635.00	N
046735	10-24-2025	CASH	237707	START UP	463-00-2190.00-101-699000	RIO FEST 10/29 (STARTUP CASH)	700.00	N
046736	10-24-2025	ESC REGION 16	237485	INVOICE	255-11-6499.00-999-699000	PFE CONF 10/15-10/17- DRAKE	325.00	N
046737	10-24-2025	BRYAN RAMSEY	237691	RAMSEY	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/9	95.00	N
046738	10-24-2025	RIO VISTA WATER DEPA	005097	126	199-51-6259.01-999-699000	WATER BILL-ADMIN	2,829.60	N
			005097	65	199-51-6259.01-999-699000	WATER BILL-MIDDLE SCHOOL	151.10	N
			005097	85	199-51-6259.01-999-699000	WATER BILL-ELEMENTARY #1	92.25	N
			005097	86	199-51-6259.01-999-699000	WATER BILL-ELEMENTARY #2	537.00	N
			005097	129	199-51-6259.01-999-699000	WATER BILL-MAINTENANCE	52.00	N
			005097	134	199-51-6259.01-999-699000	WATER BILL-BASEBALL	52.00	N
			005097	135	199-51-6259.01-999-699000	WATER BILL-HIGH SCHOOL	270.30	N
			005097	926	199-51-6259.01-999-699000	WATER BILL-AG BLDG	52.00	N
			005097	927	199-51-6259.01-999-699000	WATER BILL-ISD	52.00	N
			005097	1575	199-51-6259.01-999-699000	WATER BILL- ISD (ES)	52.00	N
<b>Totals for Check 046738</b>							<b>4,140.25</b>	
046739	10-24-2025	SOUTHERN FLORAL CO	240127	385709	199-11-6399.00-001-622000	FLORAL SUPPLIES	86.25	N

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
046740	10-24-2025	JERRY DON STANLEY	237692	STANLEY	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/16	205.00	N
046741	10-24-2025	TEXAS FFA ASSOCIATIO	237700	309834	865-00-2190.07-001-600000	JUNIOR FFA DUES	196.00	N
046742	10-30-2025	AT&T MOBILITY	005103	287343651338	199-51-6259.52-999-699000	EMERGENCY COMMUNICATION S	760.58	N
046743	10-30-2025	AVALON ISD	237733	ENTRY FEE	199-36-6499.11-001-6910AT	V-G BASKETBALL TOURN 12/4-12/	350.00	N
046744	10-30-2025	BSN SPORTS, LLC	237627	931760499	199-36-6395.11-001-6910BA	BASKETBALL EQUIPMENT	878.00	N
			237627	931760499	464-00-2190.56-999-699000	BASKETBALL EQUIPMENT	362.20	N
<b>Totals for Check 046744</b>							<b>1,240.20</b>	
046745	10-30-2025	CARSON PEST MANAGE	240149	261174	199-51-6219.00-999-699000	MONTHLY PEST CONTROL	128.00	N
			240149	261175	199-51-6219.00-999-699000	MONTHLY PEST CONTROL	44.20	N
			240149	261176	199-51-6219.00-999-699000	MONTHLY PEST CONTROL	43.54	N
			240149	261177	199-51-6219.00-999-699000	MONTHLY PEST CONTROL	46.00	N
			240149	261224	199-51-6219.00-999-699000	MONTHLY PEST CONTROL	138.60	N
<b>Totals for Check 046745</b>							<b>400.34</b>	
046746	10-30-2025	CASTLEBERRY ISD	237734	ENTRY FEE	199-36-6499.11-001-6910AT	JV-G BASKETBALL TOURN 11/20-	350.00	N
046747	10-30-2025	CASTLEBERRY ISD	237735	ENTRY FEE	199-36-6499.11-001-6910AT	JH-G BASKETBALL TOURN 12/13	500.00	N
046748	10-30-2025	COMFORT PROS, LLC	237657	7406	199-81-6249.00-999-699000	DUCT CLEANING @ ES	1,875.00	N
046749	10-30-2025	COMPLIANCE CONSORT	005104	1371686	199-36-6219.00-999-699000	STUDENT DRUG TESTING 10/16	935.00	N
046750	10-30-2025	CRISP CLIMATE CONTR	237486	1210291075	199-81-6249.00-999-699000	HVAC REPAIRS @ MS	285.00	N
			237486	1210291078	199-81-6249.00-999-699000	HVAC REPAIRS @ MS	665.00	N
<b>Totals for Check 046750</b>							<b>950.00</b>	
046751	10-30-2025	ESC REGION 12	005105	116619	199-11-6239.06-999-6110TC	ANNUAL FIREWALL LEASE	707.00	N
			005105	116619	199-53-6239.00-999-6990TC	ANNUAL FIREWALL LEASE	5,000.00	N
<b>Totals for Check 046751</b>							<b>5,707.00</b>	
046752	10-30-2025	FRONTIER WASTE-HILL	240159	7429799	199-51-6259.55-999-699000	WASTE MANAGEMENT-SEPTEMB	2,660.41	N
046753	10-30-2025	GAME ONE	237567	80028537	199-36-6395.11-001-6910BA	BASKETBALL EQUIPMENT	1,672.00	N
046754	10-30-2025	JAMES HAILE	237725	HAILE	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/16	205.00	N
046755	10-30-2025	HAMILTON ISD	237727	ENTRY FEE	199-36-6499.33-001-6910AT	VARSITY CC MEET 10/1	250.00	N
046756	10-30-2025	KEENE ISD	237736	ENTRY FEE	199-36-6499.11-001-6910AT	JH-G BASKETBALL TOURN 11/8	500.00	N
046757	10-30-2025	SOLANO TRUCK REPAIR	240160	13429	199-34-6249.00-999-699000	BUS REPAIRS/INSPECTIONS	1,172.21	N
046758	10-30-2025	THE T-SHIRT FACTORY,	005106	4630	464-00-2190.66-999-699000	CROSS COUNTRY SHIRTS	703.50	N
046759	10-30-2025	TXU ENERGY	005107	052003893318	199-51-6259.53-999-699000	MONTHLY ELECTRIC BILL	28,808.03	N
046760	10-30-2025	MARCUS VILLARREAL	237737	VILLARREAL	199-36-6219.10-001-6910BA	FOOTBALL OFFICIAL 10/9	95.00	N
046761	10-30-2025	ESC REGION 11	005108	2002600156	199-12-6239.95-999-699000	TREC LIBRARY MGMT	5,336.00	N
			005108	2002600156	199-41-6239.88-750-699000	COMPREHENSIVE SERVICES	650.00	N
			005108	2002600156	199-41-6239.88-750-699000	HR SYSTEMS	2,476.38	N
			005108	2002600156	199-41-6239.AA-702-699000	SUPT/SCHOOL BOARD TRAINING	1,000.00	N
			005108	2002600156	199-53-6239.00-999-699000	TECHNOLOGY SERVICES	3,500.00	N
			005108	2002600156	199-53-6239.00-999-699000	TSDS	4,070.00	N
			005108	2002600156	199-53-6239.89-999-699000	TXTRACTS	2,250.00	N

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
			005108	2002600156	199-53-6239.90-999-699000	ASCENDER HOSTING FEE	3,500.00	N
			005108	2002600156	199-53-6239.90-999-699000	ASCENDER CO-OP LICENSE FEE	500.00	N
			005108	2002600156	199-53-6239.90-999-699000	ASCENDER STUDENT	21,840.00	N
			005108	2002600156	199-53-6239.90-999-699000	ASCENDER TEACHER PORTAL	2,240.00	N
			005108	2002600156	199-53-6239.90-999-699000	ASCENDER ATTENDANCE	1,560.00	N
			005108	2002600156	199-53-6239.90-999-699000	ASCENDER HEALTH	1,425.00	N
			005108	2002600156	199-53-6239.90-999-699000	BUSINESS SYSTEM LICENSE FEE	13,045.80	N
			005108	2002600156	211-11-6239.T1-001-624000	DMAC SOLUTIONS	5,095.93	N
			005108	2002600156	211-11-6239.T1-001-624000	CURRICULUM MGMT PROGRAM	4,213.74	N
			005108	2002600156	211-11-6239.T1-041-624000	CURRICULUM MGMT PROGRAM	4,213.73	N
			005108	2002600156	211-11-6239.T1-041-624000	DMAC SOLUTIONS	5,095.93	N
			005108	2002600156	211-11-6239.T1-101-624000	DMAC SOLUTIONS	5,095.94	N
			005108	2002600156	211-11-6239.T1-101-624000	CURRICULUM MGMT PROGRAM	4,213.73	N
			005108	2002600156	255-11-6239.00-001-624000	INSTRUCTIONAL SOLUTIONS & S	4,077.49	N
			005108	2002600156	255-11-6239.00-041-624000	INSTRUCTIONAL SOLUTIONS & S	4,077.50	N
			005108	2002600156	255-11-6239.00-101-624000	INSTRUCTIONAL SOLUTIONS & S	4,077.49	N
					<b>Totals for Check 046761</b>		<b>103,554.66</b>	
046762	10-31-2025	DAWSON ISD	237726	000126	199-36-6494.10-001-6910AT	FOOTBALL MEAL DEALS 10/31	500.00	N
046763	10-31-2025	HEB CREDIT RECEIVABL	237432	098989	199-11-6399.49-001-622000	CULINARY SUPPLIES	383.45	N
			237432	210459	199-11-6399.49-001-622000	CULINARY SUPPLIES	79.08	N
			237432	342689	199-11-6399.49-001-622000	CULINARY SUPPLIES	312.28	N
			237432	819320	199-11-6399.49-001-622000	CULINARY SUPPLIES	51.80	N
			237471	811618	865-00-2190.07-001-600000	LDE 10/27 MEAL DEAL SUPPLIES	64.34	N
			237471	717396	865-00-2190.07-001-600000	LDE 10/27 MEAL DEAL SUPPLIES	39.13	N
			237471	729065	865-00-2190.07-001-600000	LDE 10/27 MEAL DEAL SUPPLIES	13.40	N
			237374	718128	865-00-2190.07-001-600000	LDE HOSPITALITY ROOM	105.62	N
					<b>Totals for Check 046763</b>		<b>1,049.10</b>	
E00348	10-02-2025	AMAZON CAPITAL	237455	1XJG-QW1J-	199-11-6395.00-041-6110TC	CLASSROOM FURNITURE	3,182.05	Y
			237523	1HHF-CC6V-	199-11-6399.00-001-611000	PE SUPPLIES	319.73	Y
			237515	1FRT-LMFN-	199-11-6399.00-001-6220CT	HP PRINTER INK CARTRIDGE	364.78	Y
			237519	1DNP-MMWK-	199-11-6399.00-041-611000	SUPPLIES	360.76	Y
			237519	1DNP-MMWK-	199-11-6399.SP-041-623000	SUPPLIES	53.99	Y
			237520	1GCD-DPM6-	199-11-6399.SP-041-637000	DYSLEXIA FOLDERS	26.59	Y
			240167	1WVK-FQ4T-	199-51-6319.00-999-699000	MISC SUPPLIES/TOOLS	49.96	Y
					<b>Totals for Check E00348</b>		<b>4,357.86</b>	
E00349	10-02-2025	IMAGINE LEARNING LLC	237261	1078720	410-11-6321.00-001-611000	EDGENUITY FOR MS & HS	14,870.80	Y
E00350	10-03-2025	AMAZON CAPITAL	240167	1WRW-WXM1-	199-51-6319.00-999-699000	MISC SUPPLIES/TOOLS	152.40	Y
E00351	10-03-2025	LABATT FOOD SERVICE	237306	09011509	240-35-6341.00-001-699000	FOOD HS	35.87	Y
			237306	09011510	240-35-6341.00-001-699000	FOOD HS	1,975.32	Y
			237306	09081598	240-35-6341.00-001-699000	FOOD HS	387.37	Y
			237306	09081599	240-35-6341.00-001-699000	FOOD HS	1,731.11	Y
			237306	09152928	240-35-6341.00-001-699000	FOOD HS	2,168.24	Y
			237306	09152929	240-35-6341.00-001-699000	FOOD HS	72.89	Y
			237306	09224201	240-35-6341.00-001-699000	FOOD HS	1,877.85	Y

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
			237306	09295106	240-35-6341.00-001-699000	FOOD HS	1,572.85	Y
				09081599	240-35-6341.00-001-699000	CREDIT MEMO	-50.33	Y
			237305	09011512	240-35-6341.00-041-699000	FOOD MS	1,115.95	Y
			237305	09081601	240-35-6341.00-041-699000	FOOD MS	116.53	Y
			237305	09081602	240-35-6341.00-041-699000	FOOD MS	1,981.67	Y
			237305	09152931	240-35-6341.00-041-699000	FOOD MS	1,062.28	Y
			237305	09224203	240-35-6341.00-041-699000	FOOD MS	1,394.82	Y
			237305	09295111	240-35-6341.00-041-699000	FOOD MS	1,714.28	Y
			237304	09011506	240-35-6341.00-101-699000	FOOD ES	137.82	Y
			237304	09011507	240-35-6341.00-101-699000	FOOD ES	3,698.13	Y
			237304	09081595	240-35-6341.00-101-699000	FOOD ES	90.34	Y
			237304	09081597	240-35-6341.00-101-699000	FOOD ES	1,446.29	Y
			237304	09152926	240-35-6341.00-101-699000	FOOD ES	1,317.13	Y
			237304	09152927	240-35-6341.00-101-699000	FOOD ES	232.55	Y
			237304	09224197	240-35-6341.00-101-699000	FOOD ES	2,683.10	Y
			237304	09295103	240-35-6341.00-101-699000	FOOD ES	2,802.95	Y
			237309	09011511	240-35-6342.00-001-699000	NON-FOOD HS	322.57	Y
			237309	09081600	240-35-6342.00-001-699000	NON-FOOD HS	156.40	Y
			237309	09152930	240-35-6342.00-001-699000	NON-FOOD HS	260.22	Y
			237309	09224199	240-35-6342.00-001-699000	NON-FOOD HS	173.39	Y
			237309	09224200	240-35-6342.00-001-699000	NON-FOOD HS	137.83	Y
			237309	09224202	240-35-6342.00-001-699000	NON-FOOD HS	66.92	Y
			237309	09295110	240-35-6342.00-001-699000	NON-FOOD HS	49.49	Y
			237308	09011513	240-35-6342.00-041-699000	NON-FOOD MS	119.95	Y
			237308	09081603	240-35-6342.00-041-699000	NON-FOOD MS	275.53	Y
			237308	09152932	240-35-6342.00-041-699000	NON-FOOD MS	153.46	Y
			237308	09224204	240-35-6342.00-041-699000	NON-FOOD MS	152.47	Y
			237308	09295111	240-35-6342.00-041-699000	NON-FOOD MS	74.86	Y
			237307	09011508	240-35-6342.00-101-699000	NON-FOOD ES	397.82	Y
			237307	09081596	240-35-6342.00-101-699000	NON-FOOD ES	254.68	Y
			237307	09152925	240-35-6342.00-101-699000	NON-FOOD ES	279.86	Y
			237307	09224198	240-35-6342.00-101-699000	NON-FOOD ES	149.66	Y
			237307	09295105	240-35-6342.00-101-699000	NON-FOOD ES	290.68	Y
				09081596	240-35-6342.00-101-699000	CREDIT MEMO	-39.98	Y
						<b>Totals for Check E00351</b>	<b>32,840.82</b>	
E00352	10-03-2025	OAK FARMS-DALLAS	237443	402288814	240-35-6341.00-001-699000	MILK/JUICE/DAIRY- HS	230.02	Y
			237443	402297351	240-35-6341.00-001-699000	MILK/JUICE/DAIRY- HS	228.45	Y
			237443	402305804	240-35-6341.00-001-699000	MILK/JUICE/DAIRY- HS	287.13	Y
			237443	402314293	240-35-6341.00-001-699000	MILK/JUICE/DAIRY- HS	249.58	Y
			237442	402288813	240-35-6341.00-041-699000	MILK/JUICE/DAIRY- MS	174.47	Y
			237442	402297350	240-35-6341.00-041-699000	MILK/JUICE/DAIRY- MS	174.47	Y
			237442	402305803	240-35-6341.00-041-699000	MILK/JUICE/DAIRY- MS	174.47	Y
			237442	402314292	240-35-6341.00-041-699000	MILK/JUICE/DAIRY- MS	174.47	Y
			237441	402288812	240-35-6341.00-101-699000	MILK/JUICE/DAIRY- ES	642.35	Y
			237441	402297349	240-35-6341.00-101-699000	MILK/JUICE/DAIRY- ES	583.67	Y

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT	
			237441	402305802	240-35-6341.00-101-699000	MILK/JUICE/DAIRY- ES	583.67	Y	
			237441	402314291	240-35-6341.00-101-699000	MILK/JUICE/DAIRY- ES	544.55	Y	
			<b>Totals for Check E00352</b>					<b>4,047.30</b>	
E00353	10-09-2025	AMAZON CAPITAL	237355	1FV3-1PNK-	199-11-6399.00-101-611000	SUPPLIES	19.99	Y	
			237556	1W49-XDGG-	199-11-6399.00-101-611000	PRINTER TONER & DRUM	171.98	Y	
			237545	1X9W-JHX1-	199-11-6399.00-101-611000	SUPPLIES 2ND/3RD GRADE	106.98	Y	
			237490	134N-LWWL-	199-11-6399.00-101-611000	STAFF PARKING SIGN	29.99	Y	
					199-11-6399.00-101-611000	CREDIT MEMO 1YCN-7VHL-6N4F	-19.99	Y	
			237604	1MRV-YP3Y-	199-11-6399.04-001-611000	BAND SUPPLIES	177.87	Y	
			237553	1RGX-YM9K-	199-11-6399.49-001-622000	CULINARY SUPPLIES	332.81	Y	
			237579	1QCY-XVKP-	199-36-6399.18-001-6990GA	CHEER SUPPLIES	67.88	Y	
			237326	1Y49-GN7K-	199-41-6399.00-750-699000	ADMIN NECESSITIES/SUPPLIES	51.29	Y	
			237539	17PL-YNLJ-4494	199-52-6395.00-999-699000	TEMP FENCE FOR FOOTBALL	65.54	Y	
			<b>Totals for Check E00353</b>					<b>1,004.34</b>	
E00354	10-10-2025	SUNBELT RENTALS, INC	005080	172841100-0002	623-81-6269.00-999-699000	LIFT RENTAL (FIELD HOUSE)	455.76	Y	
E00355	10-10-2025	AMAZON CAPITAL	240167	17FK-NLYM-	199-51-6319.00-999-699000	MISC SUPPLIES/TOOLS	69.37	Y	
			240167	1CL6-1N79-	199-51-6319.00-999-699000	MISC SUPPLIES/TOOLS	60.21	Y	
			<b>Totals for Check E00355</b>					<b>129.58</b>	
E00356	10-15-2025	AMAZON CAPITAL	237591	1X3L-6CKN-	199-11-6395.00-999-611000	TECHNOLOGY HARDWARE	1,694.95	Y	
			237591	1K33-HQK7-	199-11-6395.00-999-611000	TECHNOLOGY HARDWARE	1,860.41	Y	
			237548	1NQ1-FGH1-	199-11-6395.04-001-611009	COLORGUARD UNIFORMS	31.48	Y	
			237617	1VJT-99VH-	199-11-6399.00-001-611000	ENGLISH SUPPLIES	69.95	Y	
			237549	14JG-XK6M-	199-11-6399.00-001-6220CT	GRAPHIC DESIGN SUPPLIES	1,647.79	Y	
					199-11-6399.00-001-6220CT	CREDIT MEMO 1GDQ-XQ46-JMNP	-1,086.66	Y	
			237548	17HG-3DDF-	199-11-6399.04-001-611000	COLORGUARD UNIFORMS	46.07	Y	
			237546	1HJJ-R6F7-	199-11-6499.00-001-611000	HOCO SUPPLIES	26.98	Y	
			<b>Totals for Check E00356</b>					<b>4,290.97</b>	
E00357	10-17-2025	AMAZON CAPITAL	237188	1FPQ-6MG9-	199-11-6399.00-001-611000	BACK TO SCHOOL OFFICE	54.25	Y	
			237646	1LXG-HH7L-	865-00-2190.07-001-600000	FLOWER GARDEN SUPPLIES	151.74	Y	
			<b>Totals for Check E00357</b>					<b>205.99</b>	
E00358	10-22-2025	CITIBANK, N.A.	237424	3654096023	199-11-6399.00-001-638000	DUAL CREDIT- TEXTBOOKX.COM	107.65	Y	
			237424	3654096023	199-11-6399.00-001-638000	DUAL CREDIT- TEXTBOOKX.COM	107.65	Y	
			237424	3654096023	199-11-6399.00-001-638000	DUAL CREDIT- CENGAGE LEARNI	153.72	Y	
			237424	3654096023	199-11-6399.00-001-638000	DUAL CREDIT- CENGAGE LEARNI	153.72	Y	
			237424	3654096023	199-11-6399.00-001-638000	DUAL CREDIT- CENGAGE LEARNI	153.72	Y	
			237424	3654096023	199-11-6399.00-001-638000	DUAL CREDIT- CENGAGE LEARNI	162.36	Y	
			237185	3654096023	199-11-6411.00-001-622001	NATIONAL CONVENTION PARKIN	156.00	Y	
			237581	3654096023	199-11-6411.49-001-622000	CULINARY MEALS- OLIVE GARDE	12.00	Y	
			237581	3654096023	199-11-6412.00-001-622000	CULINARY MEALS- OLIVE GARDE	72.00	Y	
			237445	3654096023	199-13-6411.CD-999-611000	TAC CONF HOTEL- KALAHARI	249.00	Y	
			237489	3654096023	199-31-6495.00-041-699000	TEA CERTIFICATION- R PANEITZ	57.00	Y	
			005092	3654096023	199-34-6249.00-999-699000	NTTA TOLL TAG AUTO-REPLENIS	250.00	Y	
			237440	3654096023	199-34-6319.00-999-699000	AG TRAILER TIRES- B&B MUFFLE	720.00	Y	
			237521	3654096023	199-34-6319.00-999-699000	YUKON SEAT- EBAY	541.25	Y	

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			240148	3654096023	199-34-6499.00-999-699000	REGISTRATION- JOHNSON COUN	24.00	Y
			237425	3654096023	199-36-6411.04-001-699000	BAND MEALS- WHATABURGER	9.17	Y
			237426	3654096023	199-36-6411.04-001-699000	BAND MEALS- MCDONALD'S	7.31	Y
			237425	3654096023	199-36-6412.04-001-699000	BAND MEALS- WHATABURGER	412.65	Y
			237426	3654096023	199-36-6412.04-001-699000	BAND MEALS- MCDONALD'S	321.60	Y
			237397	3654096023	199-36-6494.10-001-6910AT	VOLLEYBALL MEALS- PIZZA HUT	82.30	Y
			237507	3654096023	199-36-6494.10-001-6910AT	VOLLEYBALL MEALS-RAISING CA	61.68	Y
			237505	3654096023	199-36-6494.10-001-6910AT	VOLLEYBALL MEALS- MCDONALD	210.00	Y
			237404	3654096023	199-36-6494.10-001-6910AT	XC MEALS- WHATABURGER	151.22	Y
			237401	3654096023	199-36-6494.10-001-6910AT	VOLLEYBALL MEALS- CHICK-FIL-	77.03	Y
			237453	3654096023	199-36-6494.10-001-6910AT	VOLLEYBALL MEALS- MCDONALD	110.34	Y
			237454	3654096023	199-36-6494.10-001-6910AT	VOLLEYBALL MEALS- MCDONALD	190.45	Y
			237497	3654096023	199-36-6494.10-001-6910AT	XC MEALS- SUBWAY	181.00	Y
			237414	3654096023	199-36-6494.10-001-6910AT	FOOTBALL MEALS- SUBWAY	253.50	Y
			237462	3654096023	199-36-6494.10-001-6910AT	JV FOOTBALL MEALS- DOMINO'S	125.82	Y
			237483	3654096023	199-36-6494.10-001-6910AT	FOOTBALL MEALS- SUBWAY	217.50	Y
			237484	3654096023	199-36-6494.10-001-6910AT	FOOTBALL MEALS- MCDONALD'S	311.10	Y
			237504	3654096023	199-36-6494.10-001-6910AT	FOOTBALL MEALS-CHICKEN EXP	288.00	Y
			237577	3654096023	199-36-6494.10-001-6910AT	XC MEALS- STORM'S BURGERS	83.39	Y
			240088	3654096023	199-41-6411.00-701-699000	TASA SUPER ACADEMY- MARRIO	168.42	Y
			005093	3654096023	199-41-6495.00-701-699000	TASA MEMBERSHIP DUES-CHAP	580.00	Y
			237173	3654096023	199-41-6499.00-702-699000	BOARD MEETING 9/15- ALDI	43.69	Y
			237173	3654096023	199-41-6499.00-702-699000	BOARD MEETING 9/15- KROGER	110.60	Y
			237371	3654096023	199-41-6499.00-750-699000	TITLE IX COORDINATOR CERT-MI	500.00	Y
			237329	3654096023	199-41-6499.00-750-699000	NOTARY SUPPLIES (J HANNA)	63.71	Y
			237518	3654096023	463-00-2190.00-101-699000	2ND GRADE TRIP-FT WORTH ZOO	549.00	Y
			237506	3654096023	464-00-2190.64-999-699000	CC MEET SUPPLIES- WALMART	40.48	Y
			237373	3654096023	865-00-2190.07-001-600000	INDIANAPOLIS ZOO	288.00	Y
			237373	3654096023	865-00-2190.07-001-600000	HAUNTED HS-THIRTEENTHOUR	223.96	Y
			237373	3654096023	865-00-2190.07-001-600000	MOTOR SPEEDWAY MUSEUM	226.75	Y
			237588	3654096023	865-00-2190.12-001-600000	NHS MEALS- MCDONALD'S	138.90	Y
			237221	3654096023	865-00-2190.17-001-600000	CHEER MEALS- WHATABURGER	82.56	Y
			237222	3654096023	865-00-2190.17-001-600000	CHEER MEALS- MCDONALD'S	101.89	Y
						<b>Totals for Check E00358</b>	<b>9,132.09</b>	
E00359	10-22-2025	AMAZON CAPITAL	237249	1WJ3-63CX-	199-31-6399.00-001-699000	COUNSELOR SUPPLIES	36.22	Y
			237685	1DLJ-4QTD-	199-33-6399.00-001-699000	HS NURSE SUPPLIES	282.05	Y
			237661	1K3L-KCWN-	199-33-6399.00-041-699000	MS NURSE SUPPLIES	294.49	Y
			237660	1LRX-6C3J-	199-33-6399.00-101-699000	ES NURSE SUPPLIES	171.21	Y
			237681	1X3N-DTDY-	199-41-6399.00-750-699000	ADMIN SUPPLIES	15.52	Y
						<b>Totals for Check E00359</b>	<b>799.49</b>	
E00360	10-24-2025	AMAZON CAPITAL	237653	11GM-CXLM-	199-11-6399.04-001-611000	BAND SUPPLIES	141.33	Y
			237525	1LDK-VDND-	865-00-2190.07-001-600000	5K MEDALS FOR AWARDS	70.99	Y
						<b>Totals for Check E00360</b>	<b>212.32</b>	

Check Nbr	Check Date	Payee	PO Nbr	Invoice Nbr	Fnd-Fnc-Obj.So-Org-Prog	Reason	Amount	EFT
E00361	10-24-2025	FRONTLINE TECHNOLO	237587	INVESP22977	199-13-6299.CD-999-611000	TESTHOUND FRONTLINE SET UP	1,500.00	Y
E00362	10-30-2025	AMAZON CAPITAL	237647	1HNN-HP1R-	199-11-6395.00-041-6110TC	6-TIER BOOKSHELF	105.99	Y
			237548	1H9K-GVQX-	199-11-6395.04-001-611009	COLORGUARD UNIFORMS	406.17	Y
			237614	1X6T-LN9D-	199-11-6399.00-041-611000	CLASS SUPPLIES	226.23	Y
			237548	1H9K-GVQX-	199-11-6399.04-001-611000	BAND SUPPLIES	179.99	Y
			237712	1HTF-DR74-	199-11-6399.23-001-611000	UIL SUPPLIES	118.16	Y
						<b>Totals for Check E00362</b>	<b>1,036.54</b>	
E00363	10-30-2025	STAPLES	237387	6045924631	199-11-6399.00-001-611000	CLASSROOM SUPPLIES	23.22	Y
			237387	6045924627	199-11-6399.00-001-611000	CLASSROOM SUPPLIES	68.90	Y
					199-11-6399.00-001-611000	CREDIT MEMO	-23.22	Y
						<b>Totals for Check E00363</b>	<b>68.90</b>	
						<b>Total For Computer Written Checks</b>	<b>802,307.37</b>	
						<b>Total Checks</b>	<b>1,041,466.74</b>	

End of Report

RESOLUTION

WHEREAS, Section 2256.02, Texas Government Code as amended, requires the board of a governing body to review its investment policy and investment strategies.

WHEREAS, the Board of Trustees reviewed its policies and strategies contained in its policy CDA (LEGAL) and CDA (LOCAL).

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Rio Vista Independent School District has reviewed its policies and its investment strategies.

SIGNED on this 17<sup>th</sup> day of November, 2025.

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Board President

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Board Secretary

# Rio Vista Independent School District

## General Fund Budget 2025-2026

	ORIGINAL BUDGET		AMENDED BUDGET
<b>REVENUE</b>			
3700 Undesignated Fund Balance			
5700 Local Revenue	\$3,779,064.00	12,400.00	\$3,794,714.00
5800 State Revenue	\$9,574,548.00		\$9,969,680.00
5900 Federal Revenue	\$75,000.00		\$26,958.00
<b>TOTAL REVENUE</b>	<b>\$13,428,612.00</b>		<b>\$13,791,352.00</b>
<b>EXPENSES</b>			
11 Instruction	\$6,227,491.00		\$6,569,889.00
12 Instructional Resources & Media Services	\$40,193.00		\$45,193.00
13 Curriculum and Instructional Staff Development	\$144,688.00		\$48,005.00
21 Instructional Leadership	\$126,864.00		\$136,864.00
23 School Leadership	\$626,856.00		\$538,856.00
31 Guidance, Counseling and Evaluation Services	\$272,712.00		\$292,712.00
33 Health Services	\$126,436.00		\$136,436.00
34 Student Transportation	\$365,543.00		\$400,543.00
36 Extracurricular Activities	\$740,349.00		\$750,349.00
41 General Administration	\$609,484.00		\$639,484.00
51 Facilities Maintenance & Operations	\$1,974,962.00		\$2,019,962.00
52 Security & Monitoring Services	\$205,588.00		\$211,088.00
53 Data Processing Services	\$367,393.00		\$399,393.00
71 Debt Service	\$395,178.00		\$395,178.00
81 Facilities Acquisition and Improvements	\$210,000.00	12,400.00	\$272,400.00
93 Johnson County SSA	\$790,000.00		\$865,000.00
99 Other Govt. - Appraisal District	\$70,000.00		\$70,000.00
<b>TOTAL EXPENSES</b>	<b>\$13,293,737.00</b>		<b>\$13,791,352.00</b>

# Instruction Sheet

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

<b>Code</b>	<b>Type</b>	<b>Action To Be Taken</b>	<b>Note</b>
ATTN	(NOTE)	No policy enclosed	See explanatory note
AE	(LEGAL)	Replace policy	Revised policy
AF	(LEGAL)	Replace policy	Revised policy
AG	(LEGAL)	Replace policy	Revised policy
AIA	(LEGAL)	Replace policy	Revised policy
AIB	(LEGAL)	Replace policy	Revised policy
AIC	(LEGAL)	Replace policy	Revised policy
AIE	(LEGAL)	Replace policy	Revised policy
B	(LEGAL)	Replace table of contents	Revised table of contents
BBA	(LEGAL)	Replace policy	Revised policy
BBB	(LEGAL)	Replace policy	Revised policy
BBBA	(LEGAL)	Replace policy	Revised policy
BBD	(LEGAL)	Replace policy	Revised policy
BBE	(LEGAL)	Replace policy	Revised policy
BE	(LEGAL)	Replace policy	Revised policy
BE	(LOCAL)	Replace policy	Revised policy
BEC	(LEGAL)	Replace policy	Revised policy
BED	(LEGAL)	Replace policy	Revised policy
BED	(LOCAL)	Replace policy	Revised policy
BF	(LEGAL)	Replace policy	Revised policy
BJA	(LEGAL)	Replace policy	Revised policy
BJB	(LEGAL)	Replace policy	Revised policy
BT	(LEGAL)	ADD policy	See explanatory note
C	(LEGAL)	Replace table of contents	Revised table of contents
CBA	(LEGAL)	Replace policy	Revised policy
CCA	(LEGAL)	Replace policy	Revised policy
CCG	(LEGAL)	Replace policy	Revised policy
CCGA	(LEGAL)	Replace policy	Revised policy
CCGB	(LEGAL)	Replace policy	Revised policy
CE	(LEGAL)	Replace policy	Revised policy
CFEA	(LEGAL)	Replace policy	Revised policy
CH	(LEGAL)	Replace policy	Revised policy
CHE	(LEGAL)	Replace policy	Revised policy
CHF	(LEGAL)	Replace policy	Revised policy

# Instruction Sheet

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

<b>Code</b>	<b>Type</b>	<b>Action To Be Taken</b>	<b>Note</b>
CJ	(LEGAL)	Replace policy	Revised policy
CJ	(LOCAL)	Replace policy	Revised policy
CJA	(LEGAL)	Replace policy	Revised policy
CJA	(LOCAL)	Replace policy	Revised policy
CK	(LEGAL)	Replace policy	Revised policy
CKA	(LEGAL)	Replace policy	Revised policy
CKC	(LEGAL)	Replace policy	Revised policy
CKD	(LEGAL)	Replace policy	Revised policy
CKE	(LEGAL)	Replace policy	Revised policy
CKEA	(LEGAL)	Replace policy	Revised policy
CKEB	(LEGAL)	Replace policy	Revised policy
CL	(LEGAL)	Replace policy	Revised policy
CLB	(LEGAL)	Replace policy	Revised policy
CLE	(LEGAL)	Replace policy	Revised policy
CLE	(LOCAL)	Replace policy	Revised policy
CMD	(LEGAL)	Replace policy	Revised policy
CNA	(LEGAL)	Replace policy	Revised policy
CNC	(LEGAL)	Replace policy	Revised policy
COB	(LEGAL)	Replace policy	Revised policy
CQA	(LEGAL)	Replace policy	Revised policy
CQB	(LEGAL)	Replace policy	Revised policy
CQB	(LOCAL)	Replace policy	Revised policy
CQD	(LEGAL)	ADD policy	See explanatory note
CQD	(LOCAL)	ADD policy	See explanatory note
CRD	(LEGAL)	Replace policy	Revised policy
CS	(LEGAL)	Replace policy	Revised policy
CSA	(LEGAL)	Replace policy	Revised policy
CSA	(LOCAL)	Replace policy	Revised policy
CV	(LEGAL)	Replace policy	Revised policy
CV	(LOCAL)	Replace policy	Revised policy
DBA	(LEGAL)	Replace policy	Revised policy
DBAA	(LEGAL)	Replace policy	Revised policy
DBD	(LEGAL)	Replace policy	Revised policy
DBD	(LOCAL)	Replace policy	Revised policy

# Instruction Sheet

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

<b>Code</b>	<b>Type</b>	<b>Action To Be Taken</b>	<b>Note</b>
DC	(LEGAL)	Replace policy	Revised policy
DEA	(LEGAL)	Replace policy	Revised policy
DEAA	(LEGAL)	Replace policy	Revised policy
DEC	(LEGAL)	Replace policy	Revised policy
DEC	(LOCAL)	Replace policy	Revised policy
DF	(LEGAL)	Replace policy	Revised policy
DFBA	(LEGAL)	Replace policy	Revised policy
DFBB	(LOCAL)	Replace policy	Revised policy
DFD	(LEGAL)	Replace policy	Revised policy
DFE	(LEGAL)	Replace policy	Revised policy
DG	(LEGAL)	Replace policy	Revised policy
DGA	(LEGAL)	Replace policy	Revised policy
DGBA	(LEGAL)	Replace policy	Revised policy
DGBA	(LOCAL)	Replace policy	Revised policy
DGC	(LEGAL)	Replace policy	Revised policy
DH	(LEGAL)	Replace policy	Revised policy
DH	(LOCAL)	Replace policy	Revised policy
DHB	(LEGAL)	Replace policy	Revised policy
DHC	(LEGAL)	Replace policy	Revised policy
DMA	(LEGAL)	Replace policy	Revised policy
DP	(LEGAL)	Replace policy	Revised policy
EA	(LEGAL)	Replace policy	Revised policy
EEP	(LEGAL)	ADD policy	See explanatory note
EEP	(LOCAL)	ADD policy	See explanatory note
EFA	(LEGAL)	Replace policy	Revised policy
EFA	(LOCAL)	Replace policy	Revised policy
EFB	(LEGAL)	Replace policy	Revised policy
EHA	(LEGAL)	Replace policy	Revised policy
EHAA	(LEGAL)	Replace policy	Revised policy
EHAC	(LEGAL)	Replace policy	Revised policy
EHB	(LEGAL)	Replace policy	Revised policy
EHBA	(LEGAL)	Replace policy	Revised policy
EHBAA	(LEGAL)	Replace policy	Revised policy
EHBAB	(LEGAL)	Replace policy	Revised policy

# Instruction Sheet

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

<b>Code</b>	<b>Type</b>	<b>Action To Be Taken</b>	<b>Note</b>
EHBAC	(LEGAL)	Replace policy	Revised policy
EHBAF	(LEGAL)	Replace policy	Revised policy
EHBAF	(LOCAL)	Replace policy	Revised policy
EHBC	(LEGAL)	Replace policy	Revised policy
EHBCA	(LEGAL)	Replace policy	Revised policy
EHBE	(LEGAL)	Replace policy	Revised policy
EHBF	(LEGAL)	Replace policy	Revised policy
EHBG	(LEGAL)	Replace policy	Revised policy
EBBH	(LEGAL)	Replace policy	Revised policy
EBBK	(LEGAL)	Replace policy	Revised policy
EHDD	(LEGAL)	Replace policy	Revised policy
EHDE	(LEGAL)	Replace policy	Revised policy
EIA	(LEGAL)	Replace policy	Revised policy
EIA	(LOCAL)	Replace policy	Revised policy
EIF	(LEGAL)	Replace policy	Revised policy
EK	(LEGAL)	Replace policy	Revised policy
EKB	(LEGAL)	Replace policy	Revised policy
EKC	(LEGAL)	Replace policy	Revised policy
EKD	(LEGAL)	Replace policy	Revised policy
EL	(LEGAL)	Replace policy	Revised policy
EMB	(LEGAL)	Replace policy	Revised policy
F	(LEGAL)	Replace table of contents	Revised table of contents
FA	(LEGAL)	Replace policy	Revised policy
FA	(LOCAL)	ADD policy	See explanatory note
FD	(LEGAL)	Replace policy	Revised policy
FEA	(LEGAL)	Replace policy	Revised policy
FEB	(LEGAL)	Replace policy	Revised policy
FED	(LEGAL)	Replace policy	Revised policy
FEF	(LEGAL)	ADD policy	See explanatory note
FEF	(LOCAL)	ADD policy	See explanatory note
FFA	(LEGAL)	Replace policy	Revised policy
FFAC	(LEGAL)	Replace policy	Revised policy
FFAC	(LOCAL)	Replace policy	Revised policy
FFB	(LEGAL)	Replace policy	Revised policy

# Instruction Sheet

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

<b>Code</b>	<b>Type</b>	<b>Action To Be Taken</b>	<b>Note</b>
FFB	(LOCAL)	Replace policy	Revised policy
FFEA	(LEGAL)	Replace policy	Revised policy
FFEB	(LEGAL)	Replace policy	Revised policy
FFF	(LEGAL)	Replace policy	Revised policy
FFF	(LOCAL)	Replace policy	Revised policy
FFG	(LEGAL)	Replace policy	Revised policy
FFG	(LOCAL)	Replace policy	Revised policy
FFH	(LEGAL)	Replace policy	Revised policy
FL	(LEGAL)	Replace policy	Revised policy
FM	(LEGAL)	Replace policy	Revised policy
FNA	(LEGAL)	Replace policy	Revised policy
FNAB	(LEGAL)	Replace policy	Revised policy
FNCD	(LEGAL)	Replace policy	Revised policy
FNCE	(LEGAL)	Replace policy	Revised policy
FNCG	(LEGAL)	Replace policy	Revised policy
FNG	(LEGAL)	Replace policy	Revised policy
FNG	(LOCAL)	Replace policy	Revised policy
FO	(LEGAL)	Replace policy	Revised policy
FO	(LOCAL)	Replace policy	Revised policy
FOA	(LEGAL)	Replace policy	Revised policy
FOB	(LEGAL)	Replace policy	Revised policy
FOC	(LEGAL)	Replace policy	Revised policy
FOD	(LEGAL)	Replace policy	Revised policy
FODA	(LEGAL)	Replace policy	Revised policy
FOE	(LEGAL)	Replace policy	Revised policy
FOF	(LEGAL)	Replace policy	Revised policy
FP	(LEGAL)	Replace policy	Revised policy
GBA	(LEGAL)	Replace policy	Revised policy
GBAA	(LEGAL)	Replace policy	Revised policy
GC	(LEGAL)	Replace policy	Revised policy
GF	(LEGAL)	Replace policy	Revised policy
GF	(LOCAL)	Replace policy	Revised policy
GKA	(LEGAL)	Replace policy	Revised policy
GKA	(LOCAL)	Replace policy	Revised policy

Instruction Sheet  
TASB Localized Policy Manual Update 126

**Rio Vista ISD**

<b>Code</b>	<b>Type</b>	<b>Action To Be Taken</b>	<b>Note</b>
GNB	(LEGAL)	Replace policy	Revised policy
GRAA	(LEGAL)	Replace policy	Revised policy

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

#### **ATTN(NOTE)**

#### **GENERAL INFORMATION ABOUT THIS UPDATE**

##### **Please note:**

Changes at Update 126 are based almost exclusively on legislation from the 89th Regular Legislative Session. Please note that documents provided in the legal framework are not adopted by the board.

Unless otherwise noted, references to legislative bills throughout these explanatory notes refer to Senate Bills (SB), House Bills (HB), or House Concurrent Resolutions (HCR) from the 89th Regular Legislative Session. All referenced bills have already gone into effect unless otherwise noted.

TASB Policy Service hosted and recorded a webinar to review the content of Update 126. That recorded webinar is available with your Update 126 materials on Policy Online.

#### **AE(LEGAL)**

#### **EDUCATIONAL PHILOSOPHY**

HB 2 updated the existing goals of education and added an additional two.

#### **AF(LEGAL)**

#### **INNOVATION DISTRICTS**

The ability for a district to exempt itself from certain laws through a District of Innovation plan was impacted by SB 12, HB 2, and HB 6. SB 571 amended and redesignated the requirements related to termination of a district's designation as a District of Innovation.

#### **AG(LEGAL)**

#### **HOME-RULE DISTRICTS**

SB 571 amended the language at Education Code 12.0271 and redesignated material from Education Code 22.085 and 22.092. Changes to the legal framework have been made accordingly.

#### **AIA(LEGAL)**

#### **ACCOUNTABILITY: ACCREDITATION AND PERFORMANCE INDICATORS**

An Appeal and Revision section has been added to reflect changes in 19 Administrative Code 97.1002.

#### **AIB(LEGAL)**

#### **ACCOUNTABILITY: PERFORMANCE REPORTING**

A section addressing the Performance of Students Receiving Special Education Services has been added to reflect changes from HB 2.

#### **AIC(LEGAL)**

#### **ACCOUNTABILITY: INTERVENTIONS AND SANCTIONS**

The section on Intervention Programs has been amended to reflect changes from HB 2.

#### **AIE(LEGAL)**

#### **ACCOUNTABILITY: INVESTIGATIONS**

SB 571 added a reason the commissioner is authorized to conduct a special investigation.

#### **B(LEGAL)**

#### **LOCAL GOVERNANCE**

The section B table of contents has been revised to add the new code BT, Prohibition on Diversity, Equity, and Inclusion Activities.

#### **BBA(LEGAL)**

#### **BOARD MEMBERS: ELIGIBILITY/QUALIFICATIONS**

Registration as a Sex Offender has been added under Ineligibility in response to HB 3629, which prohibits an individual who must register as a sex offender from serving as a trustee.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

#### **BBB(LEGAL) BOARD MEMBERS: ELECTIONS**

The board may adopt a resolution to change the length of terms of trustees no later than December 31, 2030, and may change its election date to the November uniform election date in accordance with HB 3546.

#### **BBBA(LEGAL) ELECTIONS: CONDUCTING ELECTIONS**

Electioneering may not be conducted within 20 feet of a parking space designated for curbside voting in accordance with HB 521.

#### **BBD(LEGAL) BOARD MEMBERS: TRAINING AND ORIENTATION**

Revisions throughout are due to adopted amendments to 19 Administrative Code 61.1 related to board member training.

#### **BBE(LEGAL) BOARD MEMBERS: AUTHORITY**

A section relating to access to information by board members under the Public Information Act has been added pursuant to HB 4310.

#### **BE(LEGAL) BOARD MEETINGS**

SB 413 requires the recording of all board meetings. SB 413 also added language regarding inclusion in board meeting minutes of each board member's vote on any item and a requirement to post on the district's website any resolution adopted by the board. HB 1522 changed the required posting time for board agendas from 72 hours to 3 business days.

#### **BE(LOCAL) BOARD MEETINGS**

Several recommended revisions have been made to this policy on board meetings. SB 12 prompted new language at Meeting Place and Time indicating that board meetings will be held outside of typical work hours. Language at Notice to Members has been adjusted to reflect HB 1522, which requires board agendas to be posted for three business days, rather than 72 hours, before the meeting. This recommended revision appropriately adjusts when the notice of the meeting will be provided to board members.

At Deadline, the recommended revisions are also in response to HB 1522. We offer for your consideration language requiring that agenda items be submitted 10 calendar days before a meeting. This deadline would provide the district sufficient time to compile items and post an agenda by the statutory deadline. If the district would like to adjust the deadline, please contact your policy consultant.

SB 413 requires roll call voting, so the language at Record Vote has been revised accordingly. A paragraph in the Minutes section has been removed, as the statement is true for all district records and it is not necessary to separately address retention in this policy. Please refer to CPC(LOCAL) and your district's record retention procedures.

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

#### **BEC(LEGAL) BOARD MEETINGS: CLOSED MEETINGS**

Trustees may now address matters of cybersecurity and critical infrastructure facilities in closed meetings, in accordance with HB 3112.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### **Rio Vista ISD**

#### **BED(LLEGAL) BOARD MEETINGS: PUBLIC PARTICIPATION**

HB 5238 amended the offense of disruption of a meeting to include virtual meetings and electronic disturbances like hacking.

#### **BED(LOCAL) BOARD MEETINGS: PUBLIC PARTICIPATION**

Recommended revisions comply with the SB 12 requirement that public comment occur at the beginning of board meetings.

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

#### **BF(LLEGAL) BOARD POLICIES**

A Compliance section has been added pursuant to SB 12's requirement that districts must implement and comply with policies the district is required to adopt.

#### **BJA(LLEGAL) SUPERINTENDENT: QUALIFICATIONS AND DUTIES**

Provisions regarding required certifications to TEA have been added to this policy. Information on the do-not-hire registry are in accordance with HB 2. SB 12 requires board approval of the superintendent's certification relating to diversity, equity, and inclusion prohibitions. A section on Testimony Before the SBOE has also been added pursuant to SB 12.

#### **BJB(LLEGAL) SUPERINTENDENT: RECRUITMENT AND APPOINTMENT**

Notice of vacant positions must now be posted five, rather than 10, school days before the date on which a district fills the position according to HB 2.

#### **BT(LLEGAL) PROHIBITION ON DIVERSITY, EQUITY, AND INCLUSION ACTIVITIES**

This new policy code addresses SB 12's prohibition on diversity, equity, and inclusion activities. Definitions and prohibited activities and certification requirements are included.

#### **C(LLEGAL) BUSINESS AND SUPPORT SERVICES**

The section C table of contents has been updated to reflect revised subtopics for CJA, now named Background Checks and Required Reporting, and CLE, now named Required Displayed. A new code CQD, on Artificial Intelligence, has also been added.

#### **CBA(LLEGAL) STATE AND FEDERAL REVENUE SOURCES: STATE**

A section has been included to reflect that HB 2 added an allotment for basic costs of \$106 for each student. At New Instructional Facility Allotment, HB 2 and HB 120 add a renovated portion of an instructional facility to the definition of a new instructional facility.

#### **CCA(LLEGAL) LOCAL REVENUE SOURCES: BOND ISSUES**

HB 103, HB 3526, and SB 843 all relate to bond databases. Extensive revisions throughout comport with these new laws. HB 4395 required the addition of an Electronic Submission and Delivery subsection under Attorney General Review and Approval.

#### **CCG(LLEGAL) LOCAL REVENUE SOURCES: AD VALOREM TAXES**

HB 1522 requires specific notices to be provided when the board will discuss or adopt the budget, and HB 1453 allows districts to approve an interest and sinking (I & S) rate that exceeds the rate to maintain the

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### **Rio Vista ISD**

same level of maintenance and operations revenue and pay debt service under specific conditions. Sections have been added to address these requirements. A deletion at Voter-Approval Tax Rate is due to HB 2. SB 1502 restricts a district's ability to approve disaster pennies. At Proposition, SB 1025 requires a proposition that increases a tax to include the statement "THIS IS A TAX INCREASE."

#### **CCGA(LLEGAL) AD VALOREM TAXES: EXEMPTIONS AND PAYMENTS**

Contingent on a constitutional amendment, SB 4 will raise the homestead exemption to \$140,000. SB 23, also contingent on a constitutional amendment, raises the disabled and elderly exemption to \$60,000. HB 2742 amends the requirements around split payments for districts that collect their own taxes and eliminates Tax Code 31.04(c). Other revisions have been made for clarity.

#### **CCGB(LLEGAL) AD VALOREM TAXES: ECONOMIC DEVELOPMENT**

SB 2900 repealed the JETI Oversight Committee, so related language in the Governor Action on Application section has been removed. HB 1620 repealed Tax Code 313.007, which was found in the Texas Economic Development Act section.

#### **CE(LLEGAL) ANNUAL OPERATING BUDGET**

Language at Authorized Expenditures has been updated to reflect changes from HB 2.

#### **CFEA(LLEGAL) PAYROLL PROCEDURES: SALARY DEDUCTIONS AND REDUCTIONS**

The Professional or Other Dues section has been amended to address HB 2 changes for salary deductions.

#### **CH(LLEGAL) PURCHASING AND ACQUISITION**

SB 1173 changes the competitive procurement threshold from \$50,000 to \$100,000.

**Please note:** In many districts' CH(LOCAL), the purchasing authority of the superintendent is established. This is a different threshold from what has been changed statutorily. For that reason, CH(LOCAL) is not included in this update. Please review your CH(LOCAL) and, if any revisions are necessary, please contact your policy consultant.

#### **CHE(LLEGAL) PURCHASING AND ACQUISITION: VENDOR DISCLOSURES AND CONTRACTS**

HB 210 creates a criminal offense for a vendor to bid or contract with the district if it has a close relationship with a trustee. A new section called Prohibited Activities by Vendors has been created to reflect this change. SB 33 adds to the prohibition against using taxpayer resource transactions for abortion-related expenses.

#### **CHF(LLEGAL) PURCHASING AND ACQUISITION: PAYMENT PROCEDURES**

Language has been added to reflect an exception to the Exception for bona fide disputes between a district and vendor for purposes of prompt payment in construction projects, in accordance with HB 3005.

#### **CJ(LLEGAL) CONTRACTED SERVICES**

A section on Severance Pay has been added to address HB 762, which restricts severance agreements for independent contractors. The provisions also apply to employees, as reflected in policy DEA.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

#### **CJ(LOCAL) CONTRACTED SERVICES**

Recommended new provisions reflect that contractors may not engage in or assign instructional activities prohibited by law or diversity, equity, and inclusion (DEI) duties under SB 12. Violations will result in termination of the contract.

#### **CJA(LEGAL) CONTRACTED SERVICES: BACKGROUND CHECKS AND REQUIRED REPORTING**

The subtopic of this code, previously Criminal History, has been renamed Background Checks and Required Reporting. SB 571 transferred Education Code 22.085 to Chapter 22A and redesignated it as 22A.157. That change is reflected at Disqualifying Conviction and District Responsibility to Ensure Compliance. Extensive new sections on Requirement to Report Service Provider Misconduct and Consent for Release of Records and Preservice Affidavit have been added pursuant to SB 571.

#### **CJA(LOCAL) CONTRACTED SERVICES: BACKGROUND CHECKS AND REQUIRED REPORTING**

The subtopic name has been adjusted to Background Checks and Required Reporting to more accurately describe the contents of the legal framework at this code. No changes have been made to the local text, and the district has not been charged for this revision.

#### **CK(LEGAL) SAFETY PROGRAM/RISK MANAGEMENT**

SB 57 changes at the Responsibilities subsection under Safety and Security Committee reflect the need to recommend accommodations for a student with an IEP or 504 plan. Additional changes from SB 57 are reflected in the Meetings subsection. HB 33 and HB 121 both speak to Sheriff-Led School Safety Meetings, which apply differently depending on the size of the county. A section about Public Information Officer for Emergency Communications has been added based on new requirements in HB 33. A clerical error in a citation as well as codes that were redesignated during the legislative session have been corrected.

#### **CKA(LEGAL) SAFETY PROGRAM/RISK MANAGEMENT: SAFETY AND SECURITY AUDITS AND MONITORING**

Revisions throughout are in compliance with HB 33, HB 2, and HB 121.

#### **CKC(LEGAL) SAFETY PROGRAM/RISK MANAGEMENT: EMERGENCY PLANS**

At Emergency Response Map and Walk-Through, the requirement to provide a map to the Department of Public Safety has been included in compliance with HB 121. Changes in the Emergency Operations Plan section are due to changes from HB 33, HB 131, SB 57, and HB 121. SB 57 made significant changes to Education Code 37.1086, as reflected in the Recommendations and Guidelines for Individuals with Disabilities or Impairments section. The requirement to provide information to parents about safe firearm storage three times per year pursuant to HB 121 is in the Safe Firearm Storage section. At Confidential Information under the Texas Disaster Act, the language has been amended to reflect changes from HB 132.

#### **CKD(LEGAL) SAFETY PROGRAM/RISK MANAGEMENT: EMERGENCY MEDICAL EQUIPMENT AND PROCEDURES**

The Automated External Defibrillators section has been amended to include, amongst other changes, an Inspection subsection that is required under SB 865. The Cardiac Emergency Response Plan has also been amended to meet the requirements of that bill. A section on Airway Clearance Devices has been added pursuant to HB 549.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

#### **CKE(LLEGAL) SAFETY PROGRAM/RISK MANAGEMENT: SECURITY PERSONNEL**

Retired and reserve police officers are addressed in the Armed Security Officer Required section pursuant to HB 1458. Language regarding the expiration and renewal of good cause exceptions to the armed security officer requirement is included from HB 121. HB 121 also necessitated additional language in the Alternative Standard section.

#### **CKEA(LLEGAL) SECURITY PERSONNEL: COMMISSIONED PEACE OFFICERS**

Language has been added pursuant to HB 33, which requires law enforcement agencies to have a Public Information Officer for Emergency Communications. Reserve police officers, as allowed in HB 1458, are similarly addressed in a new section. In accordance with HB 33, an Active Shooter Incident subsection has been added under Required Policies, along with a section requiring Access to a Breaching Tool and Ballistic Shield. A section on Donation of Surplus Law Enforcement Equipment to a School District has been included pursuant to HB 1851. Law enforcement agencies are authorized to acquire and possess epinephrine delivery systems, and that section has been updated due to changes in SB 1619. HB 4504 from the 88th Regular Legislative Session necessitated an update to the Code of Criminal Procedure citations throughout.

#### **CKEB(LLEGAL) SECURITY PERSONNEL: SCHOOL MARSHALS**

Language at Board Regulations has been revised to reflect that uniformed school marshals may now open carry a firearm on campus pursuant to SB 870. HB 4504 from the 88th Regular Legislative Session necessitated an update to the Code of Criminal Procedure citations throughout.

#### **CL(LLEGAL) BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT**

HB 2 creates a requirement for districts to report facility usage to TEA.

#### **CLB(LLEGAL) BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT: MAINTENANCE**

A section on Fire Safety Inspection Reports has been included to reflect that SB 1177 requires fire safety inspections to include inspections of automated external defibrillators (AEDs) and that fire safety reports be filed at the campus level.

#### **CLE(LLEGAL) BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT: REQUIRED DISPLAYS**

The subtopic name has been adjusted to Required Displays to more accurately describe the contents at this code. A section heading for Flags has been added for clarity. SB 10's requirements regarding conspicuously displaying the Ten Commandments have been added.

#### **CLE(LOCAL) BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT: REQUIRED DISPLAYS**

The subtopic name has been adjusted to Required Displays to more accurately describe the contents of the legal framework at this code. No changes have been made to the local text, and the district has not been charged for this revision.

#### **CMD(LLEGAL) EQUIPMENT AND SUPPLIES MANAGEMENT: INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING**

19 Administrative Code 67.1003(i), which became effective June 8, 2025, relates to district entitlement to state aid regardless of whether the district uses the amount provided during the school year, and has been included here. Extensive additions regarding open education resource instructional materials has

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### **Rio Vista ISD**

been added pursuant to 19 Administrative Code 67.1004, which also became effective June 8, 2025. SB 13 allows instructional material and technology allotment funds to be used for costs associated with complying with Education Code 33.023, which is set out more fully in EFB, and is referenced here. Beginning in the 2026-27 school year, districts may not adopt or use instructional material included on the list of rejected instructional materials maintained by the SBOE, and that has been included at Prohibited Expenditures. New provisions regarding commissioner's rules relating to the Instructional Materials and Technology Allotment have been added in accordance with 19 Administrative Code 67.1001, which became effective June 8, 2025. Changes at Requisitions, Use, and Distribution have been made pursuant to HB 2.

#### **CNA(LLEGAL)                      TRANSPORTATION MANAGEMENT: STUDENT TRANSPORTATION**

A section on Special Transportation Services has been added after HB 2 amended Education Code 48.151(g).

#### **CNC(LLEGAL)                      TRANSPORTATION MANAGEMENT: TRANSPORTATION SAFETY**

School buses are required to be equipped with three-point seat belts by 2029 in accordance with SB 546. Language to that effect has been added, including required reports that must be submitted to TEA if a board determines that the district's budget does not permit the district to purchase a bus equipped with the required seat belts.

#### **COB(LLEGAL)                      FOOD AND NUTRITION MANAGEMENT: FREE AND REDUCED-PRICE MEALS**

SB 314 applies beginning with the 2026-27 school year, which necessitated a section on Prohibition on Certain Additives.

#### **CQA(LLEGAL)                      TECHNOLOGY RESOURCES: DISTRICT, CAMPUS, AND CLASSROOM WEBSITES**

SB 12 creates a deadline for updating board information online and adds annual updating to TEA. Those changes are reflected in the Required Trustee Information subsection. Rule changes also necessitated an update to a citation in the Required Website Postings section. Additional required postings listed come from SB 12 and SB 13.

#### **CQB(LLEGAL)                      TECHNOLOGY RESOURCES: CYBERSECURITY**

HB 150 moves cybersecurity duties from the Department of Information Resources (DIR) to Texas Cyber Command. Both HB 150 and HB 1500 amend the requirements relating to training. HB 1500 also changes who takes cybersecurity training. HB 150 provides a definition of "cybersecurity incident." Finally, HB 5331 affects contracts for cybersecurity insurance.

#### **CQB(LOCAL)                      TECHNOLOGY RESOURCES: CYBERSECURITY**

Recommended revisions comply with HB 150, which moves cybersecurity training requirements from the Department of Information Resources to the Texas Cyber Command and includes details about notifications for cybersecurity incidents in addition to security breaches.

#### **CQD(LLEGAL)                      TECHNOLOGY RESOURCES: ARTIFICIAL INTELLIGENCE**

This new code includes information relating to artificial intelligence (AI) based on new laws from SB 1964 (regulating the use of AI by governmental entities), HB 149 (regulating the use of AI), and HB 150 and HB 1500 (addressing training related to AI).

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

#### QCD(LOCAL)

#### TECHNOLOGY RESOURCES: ARTIFICIAL INTELLIGENCE

This new recommended policy addresses artificial intelligence training requirements based on HB 150 and HB 1500, as well as the use of artificial intelligence by district employees and students.

#### CRD(LEGAL)

#### INSURANCE AND ANNUITIES MANAGEMENT: HEALTH AND LIFE INSURANCE

Qualifying districts that discontinued participation in TRS-ActiveCare may elect to participate based on HB 3126.

#### CS(LEGAL)

#### FACILITY STANDARDS

The date of the International Energy Conservation Code is no longer relevant and has been removed.

#### CSA(LEGAL)

#### FACILITY STANDARDS: SAFETY AND SECURITY

HB 121 puts an expiration date on the HB 3 good cause exception relating to Safety and Security Requirements for Facilities, so the requirement to renew the exception at least every five years has been included, in addition to a subsection on Security Review. The requirement to have at least one breaching tool and one ballistic shield available for use at each campus has also been included. SB 1620 necessitated a citation adjustment.

SB 8 from the Second Special Session becomes effective December 4, 2025. In addition to providing definitions, it requires districts to designate each multiple-occupancy private space for use only by individuals of one sex and to take every reasonable step to ensure an individual does not enter the wrong private space. SB 8 also provides for investigations by the attorney general, private causes of action, and civil penalties.

#### CSA(LOCAL)

#### FACILITY STANDARDS: SAFETY AND SECURITY

SB 8 from the Second Special Session prompted the inclusion of a section on Designation and Use of Private Spaces. The superintendent is directed to designate private spaces in accordance with law and to develop regulations to ensure compliance.

#### CV(LEGAL)

#### FACILITIES CONSTRUCTION

The procurement threshold for contracts has increased to \$100,000. HB 1620 required a citation adjustment. SB 687 adds land surveyors to the statute pertaining to architects and engineers.

#### CV(LOCAL)

#### FACILITIES CONSTRUCTION

As reflected in CH(LEGAL), the competitive purchasing threshold established in law has changed from \$50,000 to \$100,000. The language at Construction Contracts is recommended for revision here to refer to the legal threshold rather than a specific dollar amount. Policy BJA(LOCAL) establishes the superintendent's delegation authority; therefore "or designee" is recommended for deletion at Project Administration.

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

**Please note:** The superintendent's authority to approve construction contracts is reflected with a dollar amount in many districts' CV(LOCAL) that matched the previous competitive purchasing threshold. We have not revised the provisions reflecting the superintendent's authority to approve construction contracts. If the board wishes to update the superintendent's authority to approve contracts, please contact your policy consultant.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

#### **DBA(LLEGAL)                      EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: CREDENTIALS AND RECORDS**

Under Notice to Parents, HB 2 requires the superintendent to use, if available, the model notice provided by TEA. HB 2 also prohibits using a District of Innovation plan to exempt from the notice requirement. Teacher certification requirements were impacted heavily by HB 2, which required additional language at Professional Personnel. HB 2 also impacted the School District Teaching Permit section. SB 865 amends the requirement for cardiopulmonary resuscitation (CPR) certifications, which has been updated at CPR and AED Certification.

#### **DBAA(LLEGAL)                      EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: PRE-EMPLOYMENT REVIEWS**

Revisions throughout are due to SB 571. New language reflects additional offenses included in the crimes prohibiting employment with the district and removes the victim age requirement.

#### **DBD(LLEGAL)                      EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: CONFLICT OF INTEREST**

A section on Personal Services Performed by Administrators, often referred to as "moonlighting," has been added to reflect changes from HB 3372.

#### **DBD(LOCAL)                      EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: CONFLICT OF INTEREST**

A new recommended section on Personal Services Performed by an Administrator includes language relating to administrator work from HB 3372.

#### **DC(LLEGAL)                      EMPLOYMENT PRACTICES**

HB 2 amends Education Code 11.1513 to change the requirement for posting of vacancies from 10 days to five days. HB 2 also requires an employment policy relating to daily rate of pay, which is found in DEC(LOCAL).

#### **DEA(LLEGAL)                      COMPENSATION AND BENEFITS: COMPENSATION PLAN**

The Increase in Basic Allotment and Maintenance of Salary sections have been deleted after HB 2 repealed those provisions. A section on Severance Pay has been added based on HB 762. Under TRS Surcharge for Rehired Retirees, the No Recovery of Costs subsection has been deleted pursuant to HB 2. The Temporary Exception subsection has been deleted as that provision has expired.

#### **DEAA(LLEGAL)                      COMPENSATION PLAN: INCENTIVES AND STIPENDS**

Extensive revisions throughout this policy reflect changes from HB 2.

#### **DEC(LLEGAL)                      COMPENSATION AND BENEFITS: LEAVES AND ABSENCES**

A subsection addressing the option for classroom teachers to use noncurrent use of Family Medical Leave has been added pursuant to HB 2. A section on Daily Rate of Pay has also been added pursuant to HB 2.

#### **DEC(LOCAL)                      COMPENSATION AND BENEFITS: LEAVES AND ABSENCES**

HB 2 prompted recommended revisions to include Daily Rate of Pay under the Definitions section, as well as a section regarding Concurrent Use of Paid Leave during Family and Medical Leave for classroom teachers.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

#### **DF(LEGAL)                      TERMINATION OF EMPLOYMENT**

SB 12 adds sanctions through the State Board for Educator Certification for encouraging a child to withhold evidence. SB 571 renumbered the provisions regarding the do-not-hire registry and expanded the misconduct included. SB 571 also changes the offenses requiring termination, which is reflected here. Based on SB 12, sections addressing Prohibition on DEI and Prohibited Classroom Instruction have also been included.

#### **DFBA(LEGAL)                      TERM CONTRACTS: SUSPENSION/TERMINATION DURING CONTRACT**

SB 571 renumbered the statute and changed timelines for principals to report misconduct to the superintendent.

#### **DFBB(LOCAL)                      TERM CONTRACTS: NONRENEWAL**

Based on SB 12, engaging or assigning diversity, equity, and inclusion duties, as well as instructional activities prohibited by law, are recommended for inclusion in the list of reasons a term contract employee may be nonrenewed. The item related to disability and the ability to perform the essential functions of the job has been amended for clarity.

#### **DFD(LEGAL)                      TERMINATION OF EMPLOYMENT: HEARINGS BEFORE HEARING EXAMINER**

A section on Dismissal of hearings before a hearing examiner has been included to reflect changes in HB 2.

#### **DFE(LEGAL)                      TERMINATION OF EMPLOYMENT: RESIGNATION**

Under Contract Abandonment, a subsection on Sanctions Prohibited has been included pursuant to HB 2. The Good Cause subsection has been removed as the rule it is based on conflicts with provisions in HB 2. Revisions in the Mitigating Factors section are due to rule changes found in 19 Administrative Code 249.17 that were published on May 18, 2025. Revisions in Required Report to SBEC, Investigation, and Report by Principal are due to SB 571.

#### **DG(LEGAL)                      EMPLOYEE RIGHTS AND PRIVILEGES**

In response to SB 11, new provisions are included to address the option of a board to adopt a policy designating a time for prayer and reading of the Bible or other religious text. The new law requires the board to take a vote on whether to permit this activity within six months of the legislation's effective date. Since the law was effective on September 1, the board would need to take a vote prior to March 1, 2026. [See also FNA(LEGAL), below.]

Also, a section on Right to Engage in Religious Speech or Prayer has been included pursuant to SB 965.

#### **DGA(LEGAL)                      EMPLOYEE RIGHTS AND PRIVILEGES: FREEDOM OF ASSOCIATION**

HB 2 tasks TEA with providing services for a classroom teacher and prohibits districts from interfering.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

#### DGBA(LEGAL)

#### PERSONNEL-MANAGEMENT RELATIONS: EMPLOYEE COMPLAINTS/GRIEVANCES

All of the revisions in this policy reflect applicable changes from SB 12. Substantially similar revisions are being made to the grievance policies at FNG, regarding student and parent complaints, and GF, regarding public complaints.

#### DGBA(LOCAL)

#### PERSONNEL-MANAGEMENT RELATIONS: EMPLOYEE COMPLAINTS/GRIEVANCES

All recommended revisions to this local policy on employee complaints stem from the applicable portions of SB 12.

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

#### DGC(LEGAL)

#### EMPLOYEE RIGHTS AND PRIVILEGES: IMMUNITY

SB 920 necessitated a revision related to immunities under Administration of Medication. HB 6 led to the addition of the section on Immunity for Disciplinary Actions.

#### DH(LEGAL)

#### EMPLOYEE STANDARDS OF CONDUCT

Provisions regarding Duty to Report have always been in FFG(LEGAL) but have been duplicated here to ensure prominent placement and understanding. Sections on Retaliation Against Grievant and Social Transitioning have been included pursuant to SB 12. In the Low-THC Cannabis section, storage has been added pursuant to HB 46.

#### DH(LOCAL)

#### EMPLOYEE STANDARDS OF CONDUCT

The recommended revision to the text at Weapons Prohibited – Exceptions reflects changes under SB 706 regarding reciprocity with a handgun license from another state. Sections on Prohibited Classroom Instruction or Activities; Prohibited Diversity, Equity, and Inclusion Duties; and Social Transitioning are recommended for inclusion pursuant to SB 12. At Relationships with Students, the recommended revision addresses the requirement under SB 571 regarding notice of suspected misconduct by an educator or district service provider.

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

#### DHB(LEGAL)

#### EMPLOYEE STANDARDS OF CONDUCT: REPORTS TO STATE BOARD FOR EDUCATOR CERTIFICATION

Substantial revisions throughout this code are required pursuant to SB 571. Revisions relating to Solicitation of a Romantic Relationship are due to rule changes at 19 Administrative Code 249.3.

#### DHC(LEGAL)

#### EMPLOYEE STANDARDS OF CONDUCT: REPORTS TO TEXAS EDUCATION AGENCY

Substantial revisions throughout reflect changes from SB 571.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

#### **DMA(LLEGAL)                      PROFESSIONAL DEVELOPMENT: REQUIRED STAFF DEVELOPMENT**

Revisions at Cybersecurity are due to HB 150. A new section on Artificial Intelligence Training is included in accordance with HB 3512. A new section for Mathematics Achievement Academies is included to reflect changes in HB 2. Information relating to CPR has been included pursuant to SB 865.

#### **DP(LLEGAL)                      PERSONNEL POSITIONS**

Changes relating to school psychologists result from HB 2598. All other revisions are due to SB 571.

#### **EA(LLEGAL)                      INSTRUCTIONAL GOALS AND OBJECTIVES**

Revisions at College, Career, and Military Readiness Plans as well as at Website Posting are due to HB 2.

#### **EEP(LLEGAL)                      INSTRUCTIONAL ARRANGEMENTS: LESSON PLANS**

This new legal framework document contains the SB 12 legal requirements for Disclosure of Instructional Plans.

#### **EEP(LOCAL)                      INSTRUCTIONAL ARRANGEMENTS: LESSON PLANS**

This new local policy includes recommended language from SB 12 on instructional plans and course syllabi.

#### **EFA(LLEGAL)                      INSTRUCTIONAL RESOURCES: INSTRUCTIONAL MATERIALS**

A subsection on Notice of Entitlement to Review Materials has been added pursuant to SB 12. Provisions at Parent Request for Instructional Material Review, including Mandatory Review on Petition by Group of Parents, have been added based on a new rule at 19 Administrative Code 67.69.

#### **EFA(LOCAL)                      INSTRUCTIONAL RESOURCES: INSTRUCTIONAL MATERIALS**

In accordance with SB 12, a section on Parent Request for Instructional Material Review is recommended for inclusion. The policy requires the superintendent to develop administrative regulations to ensure that parents or guardians can request review of instructional materials individually or through a petition process with other parents.

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

#### **EFB(LLEGAL)                      INSTRUCTIONAL RESOURCES: LIBRARY MATERIALS**

The School Library section has been deleted based on the 5th Circuit decision in *Little v. Llano County* and new provisions in SB 13 related to removal of library materials during challenges. The remaining revisions regarding the procurement of library materials are also in response to SB 13.

#### **EHA(LLEGAL)                      CURRICULUM DESIGN: BASIC INSTRUCTIONAL PROGRAM**

Changes to Videotape or Recording to include "or contractor" are from SB 12.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

**EHAA(LEGAL)                      BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (ALL LEVELS)**

A subsection on Parent Consent within the Human Sexuality Instruction section has been added due to SB 12. A cross-reference to EEP(LEGAL) has been added at Scope and Sequence and Instructional Materials for clarity after SB 12 revisions.

**EHAC(LEGAL)                      BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (SECONDARY)**

A change relating to substituting AP courses has been added at Personal Financial Literacy, pursuant to HB 27. Nutrition and Wellness information has also been included, based on SB 25.

**EHB(LEGAL)                      CURRICULUM DESIGN: SPECIAL PROGRAMS**

Removal of the definitions of dyslexia and related disorders and changes at Screening, Testing, and Identification and at Talking Book Program Notification are all based on HB 2.

**EHBA(LEGAL)                      SPECIAL PROGRAMS: SPECIAL EDUCATION**

HB 2 prompted new language related to specialized technical assistance at Interventions and Sanctions as well as the removal of a parenthetical at State-Supported Living Center referring to state schools.

**EHBAA(LEGAL)                      SPECIAL EDUCATION: IDENTIFICATION, EVALUATION, AND ELIGIBILITY**

SB 2 prompted the addition of a Students Not Enrolled in District section, which contains full and individual initial evaluation requirements. The language at Psychological Examinations was repealed by HB 2 and has been removed. A new section at Children with Visual Impairments and revisions at Eligibility and Reevaluations and at Visual and Auditory Impairments are also due to HB 2.

**EHBAB(LEGAL)                      SPECIAL EDUCATION: ARD COMMITTEE AND INDIVIDUALIZED EDUCATION PROGRAM**

Language at Intellectual Disability and Developmental Delay Information has been added as a result of HB 1188. All other revisions have been made pursuant to HB 2.

**EHBAC(LEGAL)                      SPECIAL EDUCATION: STUDENTS IN NONDISTRICT PLACEMENT**

HB 2 prompted revisions at Residential Placement as well as at Grant for Community-Based Support Services.

**EHBAF(LEGAL)                      SPECIAL EDUCATION: VIDEO/AUDIO MONITORING**

The term "contractor" has been added at Parent Consent Not Required due to SB 12. The definition of "self-contained" has been deleted and that term has been replaced with "special educational classroom" throughout in accordance with HB 2. A definition of "special education classroom or other special education setting" has been added.

**EHBAF(LOCAL)                      SPECIAL EDUCATION: VIDEO/AUDIO MONITORING**

The enclosed revisions are recommended to update language regarding special education classrooms in accordance with HB 2 and to update the timeframe for reporting suspected misconduct or child abuse as required by SB 571.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

**EHBC(LLEGAL) SPECIAL PROGRAMS: COMPENSATORY SERVICES AND INTENSIVE PROGRAMS**

The Use subsection under Compensatory Education Allotment has been deleted due to HB 2, which repealed Education Code 48.104(k). The provision on Virtual School Network has also been deleted, as it was repealed by SB 569. Amendments at At-Risk Student are due to SB 991. The Accelerated Instruction Program section has been deleted due to the repeal of Education Code 28.006(g) and (g-1) by HB 2.

**EHBCA(LLEGAL) COMPENSATORY SERVICES AND INTENSIVE PROGRAMS: ACCELERATED INSTRUCTION**

HB 2 prompted the addition of language at High-Impact Tutoring Providers.

**EHBE(LLEGAL) SPECIAL PROGRAMS: BILINGUAL EDUCATION/ESL**

Revisions at Exceptions and Waivers under the Bilingual and ESL Programs section are due to HB 2.

**EHBF(LLEGAL) SPECIAL PROGRAMS: CAREER AND TECHNICAL EDUCATION**

Revisions at Certification Subsidy are due to HB 2. A section on Applied Sciences Pathway Program has been added pursuant to HB 20.

**EHBG(LLEGAL) SPECIAL PROGRAMS: PREKINDERGARTEN**

Revisions throughout are due to HB 2.

**EBBH(LLEGAL) SPECIAL PROGRAMS: OTHER SPECIAL POPULATIONS**

Revisions throughout are pursuant to HB 2.

**EBBK(LLEGAL) SPECIAL PROGRAMS: OTHER INSTRUCTIONAL INITIATIVES**

A section on Gifted and Talented Week has been added pursuant to HCR 64.

**EHDD(LLEGAL) ALTERNATIVE METHODS FOR EARNING CREDIT: COLLEGE COURSE WORK/DUAL CREDIT**

A note referencing the Texas Virtual School Network (TXVSN) has been removed pursuant to a repeal by SB 569. Language added at the FAST Program section is from HB 2, and other revisions to that section are due to SB 1786.

**EHDE(LLEGAL) ALTERNATIVE METHODS FOR EARNING CREDIT: DISTANCE LEARNING**

Substantial additions to this legal framework document have been made related to Virtual and Hybrid Courses due to SB 569. Provisions related to the TXVSN have been removed, also due to SB 569.

**EIA(LLEGAL) ACADEMIC ACHIEVEMENT: GRADING/PROGRESS REPORTS TO PARENTS**

SB 12 prompted amended language at Progress Reports and Conferences.

**EIA(LOCAL) ACADEMIC ACHIEVEMENT: GRADING/PROGRESS REPORTS TO PARENTS**

Recommended revisions reflect the SB 12 requirement that each parent of a student be afforded the opportunity for at least two in-person conferences with the student's teacher per year. At Academic Dishon-

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

esty, language is recommended that indicates the use of artificial intelligence without permission constitutes academic dishonesty.

#### **EIF(LLEGAL)                      ACADEMIC ACHIEVEMENT: GRADUATION**

SB 2314 prompted amendments at High School Diploma as well as an additional section on Direct Admissions Data Sharing Election. Revisions in the Endorsements section are due to HB 2.

#### **EK(LLEGAL)                      TESTING PROGRAMS**

Amended language at Benchmark Assessment Instruments is due to terminology changes found in SB 1418. College Preparation Assessments revisions were prompted by HB 2.

#### **EKB(LLEGAL)                      TESTING PROGRAMS: STATE ASSESSMENT**

Revisions at Accountability Testing are due to rule changes found at 19 Administrative Code 101.4002.

#### **EKC(LLEGAL)                      TESTING PROGRAMS: READING ASSESSMENT**

Substantial revisions throughout are due to HB 2.

#### **EKD(LLEGAL)                      TESTING PROGRAMS: MATHEMATICS ASSESSMENT**

The Mathematics Diagnosis section has been removed since Education Code 28.007 was repealed by HB 2. A section on Mathematics Instruments has been added based on the same bill.

#### **EL(LLEGAL)                      CAMPUS OR PROGRAM CHARTERS**

The Failure to Discharge or Refuse to Hire section has been amended based on SB 571.

#### **EMB(LLEGAL)                      MISCELLANEOUS INSTRUCTIONAL POLICIES: TEACHING ABOUT CONTROVERSIAL ISSUES**

Revisions throughout are due to SB 12.

#### **F(LLEGAL)                      STUDENTS**

The section F table of contents has been revised to update the subtopic name for policy code FOB from Out-of-School Suspension to Suspension since that code now houses provisions on in-school and out-of-school suspension. In addition, the subtopic for policy code FNCE has been updated from Personal Telecommunications/Electronic Devices to Personal Communication Devices/Electronic Devices.

#### **FA(LLEGAL)                      PARENT RIGHTS AND RESPONSIBILITIES**

A section on Right to Select School has been added pursuant to HB 2495. A statement prohibiting boards from adopting rules or policy regulating home schools has been added due to HB 2674. All other revisions have been made because of SB 12, including the addition of a Policy on Parental Engagement section. A district's policy on parental engagement must provide for an internet portal through which parents may submit comments to administrators and the board, require the board to prioritize public comments by presenting those comments at the beginning of the meeting, and require board meetings to be held outside of typical work hours.

#### **FA(LOCAL)                      PARENT RIGHTS AND RESPONSIBILITIES**

This new local policy is recommended for inclusion in the district's manual to address the SB 12 requirement to establish a parent portal on the district's website, through which parents may submit comments to administrators or the board.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

#### **FD(LLEGAL)                      ADMISSIONS**

A section on Parental Child Safety Placement has been added pursuant to SB 226. The section on Foreign Military Force Parent has been added due to HB 2757.

#### **FEA(LLEGAL)                      ATTENDANCE: COMPULSORY ATTENDANCE**

Revisions and citation changes at Accelerated, Intervention, and Compensatory Programs are due to HB 2. Under Excused Absences for Compulsory Attendance Determinations, attending a released time course has been added pursuant to SB 1049. SB 207 made clear that Health-Care Appointments includes appointments with mental health professionals, which has been added. HB 367 added specific requirements relating to Serious or Life-Threatening Illness and the form that the district must use for this purpose.

#### **FEB(LLEGAL)                      ATTENDANCE: ATTENDANCE ACCOUNTING**

A new section on Emergency or Crisis has been added pursuant to SB 569.

#### **FED(LLEGAL)                      ATTENDANCE: ATTENDANCE ENFORCEMENT**

HB 4504 from the 2023 88th Regular Legislative Session necessitated an update to the Code of Criminal Procedure citation relating to expunction of records.

#### **FEF(LLEGAL)                      ATTENDANCE: RELEASED TIME**

This new legal framework document reflects the requirements around released time courses in SB 1049.

#### **FEF(LOCAL)                      ATTENDANCE: RELEASED TIME**

This local policy is recommended for inclusion in the district's manual to reflect SB 1049 requirements regarding released time courses.

#### **FFA(LLEGAL)                      STUDENT WELFARE: WELLNESS AND HEALTH SERVICES**

Substantial revisions throughout are due to SB 12.

#### **FFAC(LLEGAL)                      WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT**

SB 9 permits employees, including nurses, to administer nonprescription medication to a student without receiving additional documentation from that student's health care provider if the parent consents. Revisions at Administering Medication reflect those changes. SB 1619 required adding a definition of epinephrine delivery system and replacing "epinephrine auto-injector" with "epinephrine delivery system" throughout the policy. New Concussion Response Policy and Academic Accommodations sections were added in response to SB 2398. A citation error has been corrected at Maintenance and Administration of Medication for Respiratory Distress.

#### **FFAC(LOCAL)                      WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT**

A recommended revision at Medication Provided by Parent has been made due to SB 920, which now allows school employees, including nurses, to administer nonprescription medication in accordance with legal requirements.

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

**Please note:** Contact your policy consultant if this policy needs adjustments to address provisions regarding athletic trainers, epinephrine, or respiratory distress medication.

#### **FFB(LLEGAL)                      STUDENT WELFARE: CRISIS INTERVENTION**

A new item 6 at Threat Assessment and Safe and Supportive Schools Team has been added due to HB 2. Revisions to the General Team Composition subsection under Membership have been made pursuant to HB 6. All other revisions are due to HB 121.

#### **FFB(LOCAL)                      STUDENT WELFARE: CRISIS INTERVENTION**

As required by HB 2, a provision is recommended for inclusion addressing the required notification that must be provided to teaching staff when a threat is made against the campus.

#### **FFEA(LLEGAL)                      COUNSELING AND MENTAL HEALTH: COUNSELING**

Additional text at Higher Education Counseling has been included due to HB 2. The citation adjustment at Automatic Admission is due to rule redesignation to 19 Administrative Code 78.2001.

#### **FFEB(LLEGAL)                      COUNSELING AND MENTAL HEALTH: MENTAL HEALTH**

Changes have been made at Consent to Examinations, Tests, and Treatment and a cross-reference to materials regarding parental consent for psychological and psychiatric exams, tests, and treatment has been added in response to changes made by SB 12.

#### **FFF(LLEGAL)                      STUDENT WELFARE: STUDENT SAFETY**

A section on Notice of Suspected Criminal Offense has been added due to SB 12. All other revisions and additions have been made pursuant to SB 571.

#### **FFF(LOCAL)                      STUDENT WELFARE: STUDENT SAFETY**

HB 2 prompted recommended revisions to this local policy regarding notifying a parent of a student with whom an employee or service provider is alleged to have engaged in misconduct.

#### **FFG(LLEGAL)                      STUDENT WELFARE: CHILD ABUSE AND NEGLECT**

Definition changes are due to HB 1106, HB 1151, and SB 571. Reports of suspected abuse or neglect must now be made within 24, rather than 48, hours pursuant to SB 571. SB 571 additionally defined the law enforcement agencies to which such a report may be made at Abuse and Neglect Involving School Personnel and Those Responsible for Care. A section on Civil Liability has been included due to HB 4623. Citation changes at SBEC Disciplinary Action have been made pursuant to SB 571. The new 24 hour reporting requirement from SB 571 is also reflected in the Reporting Policy section.

#### **FFG(LOCAL)                      STUDENT WELFARE: CHILD ABUSE AND NEGLECT**

A recommended change at Reporting Child Abuse or Neglect reflects that SB 571 requires reporting within 24 hours of learning of the facts giving rise to suspicion of abuse or neglect of a child. The revision to item 1 at Making a Report also comes from SB 571.

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

#### FFH(LLEGAL)

#### STUDENT WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

A section on Civil Liability has been added pursuant to HB 4623.

#### FL(LLEGAL)

#### STUDENT RECORDS

A section on Vital Statistics Records has been added due to changes in HB 229. Under Disclosure with Consent, a reference to FFA has been added for clarity in light of SB 12 requirements. SB 12 also prompted changes relating to Access by Parents. A new section on My Texas Future Admissions Data Sharing has been added to reflect changes in SB 2314. A section on Records Requests Under Education Savings Account Program has been added pursuant to SB 2.

#### FM(LLEGAL)

#### STUDENT ACTIVITIES

A cross-reference to FFAC has been included to ensure clarity around the rules surrounding concussions from SB 2398. Revisions in Parental Notice and Consent are due to SB 12. SB 401 prompted additional information at Participation by Homeschooled Students.

**Please note:** Information and a survey was emailed to districts in July regarding homeschool student participation in UIL activities. Districts that responded they were opting out of permitting homeschool students to participate in UIL activities received a draft of FD(LOCAL) with that opt-out language; a cross reference to FD(LOCAL) was placed at FM(LOCAL) for those same districts. Please contact your policy consultant if you have questions.

#### FNA(LLEGAL)

#### STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT EXPRESSION

The word "encouraged" has been deleted under Prayer at School Activities pursuant to SB 11. A section on Designated Time for Prayer and Religious Reading has been included in alignment with SB 11.

In response to SB 11, new provisions are included to address the option of a board to adopt a policy designating a time for prayer and reading of the Bible or other religious text. The new law requires the board to take a vote on whether to permit this activity within six months of the legislation's effective date. Since the law was effective on September 1, the board would need to take a vote prior to March 1, 2026.

#### FNAB(LLEGAL)

#### STUDENT EXPRESSION: USE OF SCHOOL FACILITIES FOR NONSCHOOL PURPOSES

A section on Student Clubs has been added pursuant to SB 12.

#### FNCD(LLEGAL)

#### STUDENT CONDUCT: TOBACCO USE AND POSSESSION

Revisions to this code are due to SB 2024.

#### FNCE(LLEGAL)

#### STUDENT CONDUCT: PERSONAL COMMUNICATION DEVICES/ELECTRONIC DEVICES

Extensive revisions throughout are due to HB 1481. In addition, the subtopic for this policy code has been updated from Personal Telecommunications/Electronic Devices to Personal Communication Devices/Electronic Devices.

#### FNCG(LLEGAL)

#### STUDENT CONDUCT: WEAPONS

SB 1596 repealed short-barrel firearms as a prohibited weapon in the Penal Code, so that provision has been deleted.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

#### **FNG(LEGAL)                      STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT AND PARENT COMPLAINTS/GRIEVANCES**

A section on Notice to Teacher or Employee has been added pursuant to HB 2. The provisions at Disruption have been removed at this code but remain in BED(LEGAL). All other revisions are due to SB 12.

#### **FNG(LOCAL)                      STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT AND PARENT COMPLAINTS/GRIEVANCES**

Substantial revisions to this student and parent complaint policy are recommended to reflect requirements in SB 12 and other legal requirements reflected in the legal framework at this code.

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

#### **FO(LEGAL)                      STUDENT DISCIPLINE**

Requirements relating to discipline for first-time vape offenses and information about parental involvement policies for school disciplinary placements have been added pursuant to HB 6. A section on Determination of Antisemitism has been added due to SB 326. Substantial revisions in the section on Campus Behavior Coordinators and the Parent Involvement Policy are due to HB 6. A section called No Restriction of Recess or Physical Activity has been added pursuant to SB 25. Inclusion of contractors in Video-tapes and Recordings is due to SB 12.

#### **FO(LOCAL)                      STUDENT DISCIPLINE**

Minor edits are recommended to the language regarding Video and Audio Monitoring that make such monitoring permissive and clarify what should happen when video and audio recording equipment is in use.

#### **FOA(LEGAL)                      STUDENT DISCIPLINE: REMOVAL BY TEACHER OR BUS DRIVER**

Extensive revisions throughout this legal framework are due to HB 6.

#### **FOB(LEGAL)                      STUDENT DISCIPLINE: SUSPENSION**

Revisions throughout are due to HB 6, including changes regarding both in- and out-of-school suspension, necessitating a change to the policy subtopic name.

#### **FOC(LEGAL)                      STUDENT DISCIPLINE: PLACEMENT IN A DISCIPLINARY ALTERNATIVE EDUCATION SETTING**

HB 1422 changed the victim age relating to the crime of voyeurism from younger than 14 to younger than 18. All other revisions are pursuant to HB 6.

#### **FOD(LEGAL)                      STUDENT DISCIPLINE: EXPULSION**

The section on Consideration of Virtual Education as Alternative to Expulsion is included pursuant to SB 569. All other revisions are due to HB 6.

#### **FODA(LEGAL)                      EXPULSION: JUVENILE JUSTICE ALTERNATIVE EDUCATION PROGRAM**

A citation adjustment has been made at Court-Ordered Placement after HB 6 repealed Education Code 37.007(d).

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### **Rio Vista ISD**

#### **FOE(LLEGAL)                      STUDENT DISCIPLINE: EMERGENCY AND ALTERNATIVE PLACEMENT**

A subsection called Single Incident has been added under Emergency Placements due to changes from HB 6.

#### **FOF(LLEGAL)                      STUDENT DISCIPLINE: STUDENTS WITH DISABILITIES**

HB 6 amended Education Code 37.001(b-1), and a slight revision under ARD Committee Required has been made as a result.

#### **FP(LLEGAL)                      STUDENT FEES, FINES, AND CHARGES**

The section on TXVSN has been retitled Hybrid or Virtual Course with language revised in accordance with SB 569. Attorney general guidance regarding Authorized Fees has also been added.

#### **GBA(LLEGAL)                      PUBLIC INFORMATION PROGRAM: ACCESS TO PUBLIC INFORMATION**

In the Information That Must Be Disclosed section, a subsection on Personal Services Contract has been added pursuant to HB 3372. A citation at Student Victim Information has been revised based on SB 571. Employee Victims has been amended based on revisions in SB 2601. Language has been added at Cybersecurity Information pursuant to HB 3112. HB 150 Cyber Command revisions prompted language and citation changes in the Texas VIRT Information section. SB 1540 adds election officials to the list of individuals who have the option to restrict access to some personal information. Additional language is included in Board Member and Employee Personnel Information due to SB 370.

#### **GBAA(LLEGAL)                      ACCESS TO PUBLIC INFORMATION: REQUESTS FOR INFORMATION**

Changes throughout are due to HB 4219.

#### **GC(LLEGAL)                      PUBLIC NOTICES**

A section on Digital Newspaper has been added due to SB 1062.

#### **GF(LLEGAL)                      PUBLIC COMPLAINTS**

Revisions throughout are the result of SB 12.

#### **GF(LOCAL)                      PUBLIC COMPLAINTS**

All recommended revisions to this local policy on public complaints stem from the applicable portions of SB 12.

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

#### **GKA(LLEGAL)                      COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES**

Additional language at Refusal of Entry or Ejection of Unauthorized Persons has been included pursuant to SB 2929.

#### **GKA(LOCAL)                      COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES**

Language regarding handguns is recommended for revision due to SB 706.

# Explanatory Notes

## TASB Localized Policy Manual Update 126

### Rio Vista ISD

The [Legal Tips for Policy Development](#), available in the Policy Online® Governance and Management Library (TASB login required), describe common legal concerns and best practices specific to this policy's topic.

**GNB(LLEGAL)                      RELATIONS WITH EDUCATIONAL ENTITIES: REGIONAL EDUCATION SERVICE CENTERS**

The revisions relating to special education service group and dyslexia are due to HB 2.

**GRAA(LLEGAL)                      STATE AND LOCAL GOVERNMENTAL AUTHORITIES: LAW ENFORCEMENT AGENCIES**

Citation revisions are due to HB 6 and to correct a formatting issue.

## Agenda Posting

RIO VISTA ISD (126907) - Update 126

### How to Place Policy Changes on the Agenda for Board Action

TASB recommends that the district address this update on the agenda as follows:

*“Policy Update \_\_\_\_\_:*

- *(LEGAL) policies*
- *(LOCAL) policies (see attached list of codes)”*

**(LEGAL) policies:** Although (LEGAL) policies are not adopted by the board, TASB recommends that the board review them. Since review of the (LEGAL) policies may result in discussion, the agenda should, at a minimum, reference “(LEGAL) policies.” If board members plan on discussing specific (LEGAL) policy changes, the relevant policy codes, titles, and subtitles should be listed on the agenda.

**(LOCAL) policies:** Board action on the (LOCAL) policies included in the update must occur within a properly posted, open meeting of the board.

The (LOCAL) policy changes — each addition, deletion, or replacement — should be listed in alphabetical order by policy code, title, and subtitle. The list on the following page is our compilation of that information, which may be copied and pasted into your meeting notice, staff communications of board action, and board meeting minutes.

A suggested motion for board action on the (LOCAL) policies included in the update:

*“I move that the board add, revise, or delete (LOCAL) policies as offered by TASB Policy Service for consideration and according to the Instruction Sheet for TASB Localized Policy Manual Update \_\_\_\_\_ [with the following changes:]”*

### How to Keep Minutes

The board’s action on this Localized Update must be reflected in board minutes. Your minutes should include the following:

- The list of local policy actions, such as the Instruction Sheet — annotated to reflect any changes made by the board.
- The Explanatory Notes for the update (filed as an attachment to the minutes).
- Copies of newly adopted or deleted (LOCAL) policies.

(LOCAL) Policy Action List

RIO VISTA ISD (126907) - Update 126

BE(LOCAL): BOARD MEETINGS

BED(LOCAL): BOARD MEETINGS - PUBLIC PARTICIPATION

CJ(LOCAL): CONTRACTED SERVICES

CJA(LOCAL): CONTRACTED SERVICES - BACKGROUND CHECKS AND REQUIRED REPORTING

CLE(LOCAL): BUILDINGS, GROUNDS, AND EQUIPMENT MANAGEMENT - REQUIRED DISPLAYS

CQB(LOCAL): TECHNOLOGY RESOURCES - CYBERSECURITY

CQD(LOCAL): TECHNOLOGY RESOURCES - ARTIFICIAL INTELLIGENCE

CSA(LOCAL): FACILITY STANDARDS - SAFETY AND SECURITY

CV(LOCAL): FACILITIES CONSTRUCTION

DBD(LOCAL): EMPLOYMENT REQUIREMENTS AND RESTRICTIONS - CONFLICT OF INTEREST

DEC(LOCAL): COMPENSATION AND BENEFITS - LEAVES AND ABSENCES

DFBB(LOCAL): TERM CONTRACTS - NONRENEWAL

DGBA(LOCAL): PERSONNEL-MANAGEMENT RELATIONS - EMPLOYEE COMPLAINTS/GRIEVANCES

DH(LOCAL): EMPLOYEE STANDARDS OF CONDUCT

EEP(LOCAL): INSTRUCTIONAL ARRANGEMENTS - LESSON PLANS

EFA(LOCAL): INSTRUCTIONAL RESOURCES - INSTRUCTIONAL MATERIALS

EHBAF(LOCAL): SPECIAL EDUCATION - VIDEO/AUDIO MONITORING

EIA(LOCAL): ACADEMIC ACHIEVEMENT - GRADING/PROGRESS REPORTS TO PARENTS

FA(LOCAL): PARENT RIGHTS AND RESPONSIBILITIES

FEF(LOCAL): ATTENDANCE - RELEASED TIME

FFAC(LOCAL): WELLNESS AND HEALTH SERVICES - MEDICAL TREATMENT

FFB(LOCAL): STUDENT WELFARE - CRISIS INTERVENTION

FFF(LOCAL): STUDENT WELFARE - STUDENT SAFETY

(LOCAL) Policy Action List

RIO VISTA ISD (126907) - Update 126

FFG(LOCAL): STUDENT WELFARE - CHILD ABUSE AND NEGLECT

FNG(LOCAL): STUDENT RIGHTS AND RESPONSIBILITIES - STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FO(LOCAL): STUDENT DISCIPLINE

GF(LOCAL): PUBLIC COMPLAINTS

GKA(LOCAL): COMMUNITY RELATIONS - CONDUCT ON SCHOOL PREMISES



## **(LOCAL) Policy Comparisons**

These documents are generated by an automated process that compares the updated policy to the current policy as found in TASB records.

In this packet, you will find:

- Policies being recommended for revision (annotated)
- New policies (not annotated)
- Policies recommended for deletion (annotated in PDF; not shown in Word)

Annotations are shown as follows:

- Deletions are in a red strike-through font: ~~deleted text~~.
- Additions are in a blue font: **new text**.
- Blocks of text that were moved without changes are shown in green, with double underline and double strike-through formatting to distinguish the text's new placement from its original location: ~~moved text~~ becomes **moved text**.
- Revision bars appear in the right margin to show sections with changes.

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**Note:** While the annotation software competently identifies simple changes, large or complicated changes — as in an extensive rewrite — may be more difficult to follow. In addition, TASB's recent changes to the policy templates to facilitate accessibility sometimes make formatting changes appear tracked, even though the text remains the same.

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For further assistance in understanding policy changes, please refer to the explanatory notes in your Localized Policy Manual update packet or contact your policy consultant.

### **Contact us:**

School Districts and Education Service Centers, call 800-580-7529 or email [policy.service@tasb.org](mailto:policy.service@tasb.org).

Community Colleges, call 800-580-1488 or email [colleges@tasb.org](mailto:colleges@tasb.org).

**Meeting Place and Time**

Board meetings shall be held during a time that is outside of typical work hours. [See FA(LEGAL)]

The notice for a Board meeting shall reflect the date, time, and location of the meeting.

**Regular Meetings**

Regular meetings of the Board shall normally be held on the third Monday of each month at 6:30 p.m. When determined necessary and for the convenience of Board members, the Board President may change the date, time, or location of a regular meeting with proper notice.

**Special or Emergency Meetings**

The Board President shall call special meetings at the Board President's discretion or on request by two members of the Board.

The Board President shall call an emergency meeting when it is determined by the Board President or two members of the Board that an emergency or urgent public necessity, as defined by law, warrants the meeting.

**Agenda**

Deadline

The deadline for submitting items for inclusion on the agenda is the ~~sixth~~10th calendar day before regular meetings and the ~~third~~10th calendar day before special meetings.

Preparation

In consultation with the Board President, the Superintendent shall prepare the agenda for all Board meetings. Any Board member may request that a subject be included on the agenda for a meeting, and the Superintendent shall include on the preliminary agenda of the meeting all topics that have been timely submitted by a Board member.

Before the official agenda is finalized for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the Board President's approval. In reviewing the preliminary agenda, the Board President shall ensure that any topics the Board or individual Board members have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future. The Board President shall not have authority to remove from the agenda a subject requested by a Board member without that Board member's specific authorization.

**Notice to Members**

Members of the Board shall be given notice of regular and special meetings at least ~~72-hour~~three business days prior to the scheduled ~~time~~date of the meeting and at least one hour prior to the time of an emergency meeting.

**Closed Meeting**

Notice of all meetings shall provide for the possibility of a closed meeting during an open meeting, in accordance with law.

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

**Order of Business**

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

**Rules of Order**

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

~~Voting~~ Record Vote

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

Consent Agenda

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

**Minutes**

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

~~The official minutes of the Board shall be retained on file in the office of the Superintendent and shall be available for examination during regular office hours.~~ [See CPC regarding retention of records.]

**Discussions and Limitation**

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

The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item, and that time

limit has expired. Aside from these limitations, the Board President shall not interfere with debate so long as members wish to address themselves to an item under consideration.

**Limit on  
Participation**

Audience participation at a Board meeting is limited to the portion of the meeting designated to receive public comment in accordance with this policy. 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.

**Public Comment**

Public comment shall occur at the beginning of the meeting. [See FA]

At all Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

**Procedures**

Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the presiding officer or designee before the meeting begins as specified in the Board's procedures on public comment and shall indicate the agenda item on which they wish to address the Board.

~~Public comment shall occur at the beginning of the meeting.~~

Except as permitted by this policy and the Board's procedures on public comment, an individual's comments to the Board shall not exceed three minutes per meeting.

**Meeting  
Management**

When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the presiding officer may ~~make adjustments to public comment procedures, including adjusting when public comment will occur during the meeting, reordering agenda items, continuing agenda items to a later meeting, providing expanded opportunity for public comment, or establishing an overall time limit for public comment and adjusting~~ adjust the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.

**Board's Response**

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

**Complaints and  
Concerns**

The presiding officer or designee shall determine whether an individual addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the individual shall be referred to the appropriate policy to seek resolution:

- Employee complaints: DGBA
- Student or parent complaints: FNG
- Public complaints: GF

**Disruption**

The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the presiding officer, any individual continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the individual removed from the meeting.

**Employment  
Assistance  
Prohibited**

No District employee shall assist a contractor or agent of the District or of any other school district in obtaining a new job if the employee knows, or has probable cause to believe, that the contractor or agent engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative file does not violate this prohibition.

No District contractor or agent shall assist an employee, contractor, or agent of the District or of any other school district in obtaining a new job if the contractor or agent knows, or has probable cause to believe, that the individual engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative or personnel file does not violate this prohibition.

[See also DC for prohibitions relating to employees.]

**Prohibited  
Classroom  
Instruction or  
Activities**

A District contractor is prohibited from intentionally or knowingly engaging in or assigning to another individual instruction, guidance, activities, or programming prohibited by law [see EMB(LEGAL)]. Violation of this policy shall result in termination of the contract. A District contractor shall be permitted to appeal this action in accordance with GF(LOCAL).

**Prohibition on  
Diversity, Equity,  
and Inclusion**

A contract is subject to termination if the District contractor intentionally or knowingly:

- Engages in diversity, equity, and inclusion (DEI) duties.
- Assigns to another individual DEI duties.

A District contractor shall be permitted to appeal this action in accordance with GF(LOCAL).

[See BT(LEGAL)]

CONTRACTED SERVICES  
~~CRIMINAL HISTORY~~BACKGROUND CHECKS AND REQUIRED REPORT-  
ING

CJA  
(LOCAL)

**Emergencies**

In an emergency due to a health or safety concern, a reasonably unforeseeable situation, or other exigent circumstance, the District employee who is in charge of the facility shall be authorized to determine whether an employee of a contracting or subcontracting entity who does not have the required criminal history record information (CHRI) review or who has a disqualifying conviction will be permitted to enter a District facility.

If allowed to enter the facility, the employee of the contracting or subcontracting entity shall be accompanied by a District employee at all times.

The U.S. and Texas flags shall be prominently displayed in each classroom to which a student is assigned during the time that the pledges of allegiance to those flags are recited.

**Plan** The District shall develop a cybersecurity plan to secure the District's cyberinfrastructure against a cyberattack or any other cybersecurity incidents, determine cybersecurity risk, and implement appropriate mitigation planning.

**Coordinator** The Superintendent shall designate a cybersecurity coordinator. The cybersecurity coordinator shall serve as the liaison between the District and the Texas Education Agency in cybersecurity matters.

**Training** The Board delegates to the Superintendent the authority to:

1. Determine the cybersecurity training program to be used in the District;
2. Verify and report compliance with training requirements in accordance with guidance from the [Department of Information Resources Texas Cyber Command](#); and
3. Remove access to the District's computer systems and databases for noncompliance with training requirements as appropriate.

The District shall complete periodic audits to ensure compliance with the cybersecurity training requirements.

**Security Breach and Cybersecurity Incident Notifications** Upon discovering or receiving notification of a breach of system security or a [security](#) [cybersecurity](#) incident, as defined by law, the District shall disclose the breach or incident to affected persons or entities [and provide any other notices](#) in accordance with the time frames established by law. The District shall give notice by using one or more of the following methods:

1. Written notice.
2. Email, if the District has email addresses for the affected persons.
3. Conspicuous posting on the District's websites.
4. Publication through broadcast media.

The District shall disclose a breach or incident involving sensitive, protected, or confidential student information as required by law.

**Training**

The Board delegates to the Superintendent the authority to:

1. Determine the artificial intelligence (AI) training program to be used in the District;
2. Verify and report compliance with training requirements in accordance with guidance from the Department of Information Resources; and
3. Remove access to the District's computer systems and databases for noncompliance with training requirements as appropriate.

The District shall complete periodic audits to ensure compliance with the AI training requirements.

**Use in District**

Employees and students shall be permitted to explore AI and implement its use in and out of the classroom in accordance with policy and administrative regulations. The use of AI shall only be as a support tool to enhance student outcomes and shall never take the place of teacher and student decision-making. Any use of AI must comply with law, policy, and administrative regulations relating to student and employee privacy and data security.

A student shall only use AI tools with teacher permission and shall be expected to produce original work and properly credit sources, including AI tools used in creating the work. Students who use AI tools to deceptively harm, bully, or harass others shall be disciplined in accordance with the Student Code of Conduct and policy. [See EIA(LOCAL), FFH, FFI, and the FO series]

**Building Access  
Control**

Audits of building access control shall include weekly inspections of instructional facilities during school hours to certify all exterior doors are, by default, set to closed, latched, and locked status and cannot be opened from the outside without a key.

The Superintendent shall ensure that the findings of the weekly inspections are:

1. Reported to the District safety and security committee; and
2. Reported to the campus principal or lead administrator of the instructional facility to ensure awareness of any deficiencies identified.

The campus principal or lead administrator shall assign appropriate staff to take action to reduce the likelihood of similar deficiencies in the future.

The results of the weekly reports shall be kept for review as part of the required safety and security audit.

The District's building access control procedures shall not be interpreted as discouraging parents or guardians who have been properly verified as authorized visitors from visiting their student's campus. [See GKC]

**Designation and Use  
of Private Spaces**

The Board shall ensure that the Superintendent, or appropriate staff as determined by the Superintendent, designates private spaces in accordance with law.

The Superintendent shall develop administrative regulations to ensure compliance with law and policy regarding the use of private spaces in District facilities.

**Compliance with Law**

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

**Construction Contracts**

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

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

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

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**Change Orders**

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

Change orders valued at or above ~~\$50,000~~ **\$50,000** shall require Board approval. The Superintendent shall be authorized to approve change orders of a lesser amount.

**Project Administration**

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

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

**Final Payment**

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

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS  
CONFLICT OF INTEREST

DBD  
(LOCAL)

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**Note:** For conflicts of interest and gifts and gratuities related to federal grants and awards, see CB and CBB.

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~~Disclosure—~~  
~~General Disclosure —~~  
General Standard

An employee shall disclose to his or her immediate supervisor a personal financial interest, a business interest, or any other obligation or relationship that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the District.

**Specific Disclosures**  
Substantial Interest

The Superintendent shall file an affidavit with the Board President disclosing a substantial interest, as defined by Local Government Code 171.002, in any business or real property that the Superintendent or any of his or her relatives in the first degree may have.

Any other employee who is in a position to affect a financial decision involving any business entity or real property in which the employee has a substantial interest, as defined by Local Government Code 171.002, shall file an affidavit with the Superintendent; however, the employee shall not be required to file an affidavit for the substantial interest of a relative.

Interest in Property

The Superintendent shall be required to file an affidavit disclosing interest in property in accordance with Government Code 553.002.

Annual Financial  
Management  
Report

The Superintendent, as the executive officer of the District, shall provide to the District in a timely manner information necessary for the District's annual financial management report.

[See BBFA]

**Gifts**

An employee shall not accept or solicit any gift, favor, service, or other benefit that could reasonably be construed to influence the employee's discharge of assigned duties and responsibilities. [See CAA, CB, and CBB]

**Endorsements**

An employee shall not recommend, endorse, or require students to purchase any product, material, or service in which the employee has a financial interest or that is sold by a company that employs or retains the District employee during nonschool hours. No employee shall require students to purchase a specific brand of school supplies if other brands are equal and suitable for the intended instructional purpose.

**Sales**

An employee shall not use his or her position with the District to attempt to sell products or services.

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS  
CONFLICT OF INTEREST

DBD  
(LOCAL)

**Nonschool  
Employment**

An employee shall disclose in writing to his or her immediate supervisor any outside employment that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the District.

Private Tutoring

An employee shall disclose in writing to his or her immediate supervisor any private tutoring of District students for pay.

**Personal Services  
Performed by an  
Administrator**

An administrator, as defined in law, shall not receive any financial benefit for the performance of personal services except as permitted by and in accordance with law.

An administrator, other than a Superintendent or an assistant superintendent, who wishes to seek Board approval to perform personal services permitted by law shall submit that request to the Superintendent in accordance with administrative regulations.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

**Leave  
Administration**

The Superintendent shall develop administrative regulations addressing employee leaves and absences to implement the provisions of this policy.

**Definitions**

The term “immediate family” is defined as:

Immediate Family

1. Spouse.
2. Son or daughter, including a biological, adopted, or foster child, a son- or daughter-in-law, a stepchild, a legal ward, or a child for whom the employee stands *in loco parentis*.
3. Parent, stepparent, parent-in-law, or other individual who stands *in loco parentis* to the employee.
4. Sibling, stepsibling, and sibling-in-law.
5. Grandparent and grandchild.
6. Any person residing in the employee’s household at the time of illness or death.

For purposes of the Family and Medical Leave Act (FMLA), the definitions of spouse, parent, son or daughter, and next of kin are found in DECA(LEGAL).

Family Emergency

The term “family emergency” shall be limited to disasters and life-threatening situations involving the employee or a member of the employee’s immediate family.

Leave Day

A “leave day” for purposes of earning, using, or recording leave shall mean the number of hours per day equivalent to the employee’s usual assignment, whether full-time or part-time.

School Year

A “school year” for purposes of earning, using, or recording leave shall mean the term of the employee’s annual employment as set by the District for the employee’s usual assignment, whether full-time or part-time.

Daily Rate of Pay

The “daily rate” of a contract employee, including a teacher, school counselor, or librarian, shall be computed by dividing the employee’s annual salary by the number of duty days in the employee’s contract year.

Catastrophic Illness  
or Injury

A catastrophic illness or injury is a severe condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee’s immediate family that requires the services of a licensed practitioner for a prolonged period of time and that forces the employee to exhaust all leave time earned by that employee and to lose compensation from the District. Such conditions typically require prolonged hospitalization or recovery or are expected to result in disability or death. Conditions

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

relating to pregnancy or childbirth shall be considered catastrophic if they meet the requirements of this paragraph.

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**Note:** For District contribution to employee insurance during leave, see CRD(LOCAL).

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**Availability**

The District shall make state personal leave and local leave for the current year available for use at the beginning of the school year.

**State Leave Proration**

If an employee separates from employment with the District before his or her last duty day of the school year or begins employment after the first duty day of the school year, state personal leave shall be prorated based on the actual time employed.

If an employee separates from employment before the last duty day of the school year, the employee's final paycheck shall be reduced for state personal leave the employee used beyond his or her pro rata entitlement for the school year.

**Medical Certification**

An employee shall submit medical certification of the need for leave if:

1. The employee is absent more than five consecutive workdays because of personal illness or illness in the immediate family;
2. The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor or Superintendent; or
3. The employee requests FMLA leave for the employee's serious health condition; a serious health condition of the employee's spouse, parent, or child; or for military caregiver leave.

In each case, medical certification shall be made by a health-care provider as defined by the FMLA. [See DECA(LEGAL)]

**State Personal Leave**

The Board requires employees to differentiate the manner in which state personal leave is used.

**Nondiscretionary Use**

Nondiscretionary use of leave shall be for the same reasons and in the same manner as state sick leave accumulated before May 30, 1995. [See DEC(LEGAL)]

Nondiscretionary use includes leave related to the birth or placement of a child and taken within the first year after the child's birth, adoption, or foster placement.

**Discretionary Use**

Discretionary use of leave is at the individual employee's discretion, subject to limitations set out below.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

<i>Request for Leave</i>	<p>In deciding whether to approve or deny a request for discretionary use of state personal leave, the supervisor shall not seek or consider the reasons for which an employee requests to use leave. The supervisor shall, however, consider the duration of the requested absence in conjunction with the effect of the employee's absence on the educational program and District operations, as well as the availability of substitutes.</p> <p>Discretionary use of state personal leave shall not exceed three consecutive workdays.</p>
<b>Local Leave</b>	<p>Each employee shall earn five paid local leave days per school year in accordance with administrative regulations.</p> <p>Local leave shall accumulate to a maximum of 45 leave days.</p> <p>Local leave shall be used according to the terms and conditions of state personal leave. [See State Personal Leave, above]</p>
<b>Bereavement Leave</b>	<p>An employee shall be granted three days of bereavement leave upon the death of a member of the employee's immediate family. Such leave shall be taken with no loss of pay or other paid leave.</p>
<b>Extended Sick Leave</b>	<p>After all available paid leave days and any applicable compensatory time have been exhausted, an employee shall be granted in a school year the same number of extended leave days equal to the number of local leave days that the employee had accumulated at the time the injury or illness began. Extended sick leave shall be used for the employee's personal illness or injury, including pregnancy-related illness or injury, or for absences related to the illness or injury of a member of the employee's immediate family.</p> <p>A written request for extended sick leave must be accompanied by medical certification of the illness or injury.</p> <p>For professional employees, the District shall deduct the average daily rate of pay of a substitute for each day of extended sick leave taken, whether or not a substitute is employed. For employees other than professionals, the District shall deduct 20 percent of the individual employee's daily rate of pay for each day of extended sick leave taken.</p>
<b>Sick Leave Pool</b>	<p>An employee who has exhausted all paid leave as well as any applicable compensatory time and who suffers from a catastrophic illness or injury or is absent due to the catastrophic illness or injury of a member of the employee's immediate family may request the establishment of a sick leave pool, to which District employees may donate local leave for use by the eligible employee.</p>

The pool shall cease to exist when the employee no longer needs leave for the purpose requested, uses the maximum number of days allowed under a pool, or exhausts all leave days donated to the sick leave pool.

The Superintendent shall develop regulations for the implementation of the sick leave pool that address the following:

1. Procedures to request the establishment of a sick leave pool;
2. The maximum number of days an employee may donate to a sick leave pool;
3. The maximum number of days per school year an eligible employee may receive from a sick leave pool; and
4. The return of unused days to donors.

**Appeal**

An employee may appeal a decision regarding the establishment or implementation of the District's sick leave pool in accordance with DGBA(LOCAL), beginning with the Superintendent or appropriate administrator.

**Mental Health Leave**

A District peace officer who experiences a traumatic event in the scope of employment shall be granted a maximum of 10 days of mental health leave per traumatic event. Such leave shall be provided in accordance with administrative regulations and shall not be deducted from the employee's pay or leave balance.

The Superintendent shall develop regulations regarding mental health leave that address the following:

1. Circumstances or reasons under which an eligible employee may use mental health leave;
2. Procedures for requesting mental health leave and maintaining the anonymity of the requester;
3. The administrator authorized to approve requests for mental health leave; and
4. Other procedures deemed necessary for administering this provision.

**Quarantine Leave**

A District peace officer shall be granted quarantine leave when ordered by the local health authority or the peace officer's supervisor to quarantine or isolate due to possible or known exposure to a communicable disease while on duty. Such leave shall be provided in accordance with administrative regulations and shall not be deducted from the employee's pay or leave balance.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

The Superintendent shall develop regulations regarding quarantine leave that address the following:

1. Continuation of all employment benefits and compensation for the duration of the leave;
2. Reimbursement for reasonable costs related to the quarantine; and
3. Other procedures deemed necessary for administering this provision.

**Line of Duty Illness or Injury Leave of Absence**

Following a leave of absence with full pay as required by law, the District shall extend the leave of absence for a police officer's line of duty illness or injury in accordance with medical certification and administrative regulations.

The extended leave of absence shall not exceed 10 workdays. The extended leave of absence shall be taken with no loss of pay. In accordance with law, following an extended leave of absence the police officer may use accumulated leave.

**Family and Medical Leave**

The District shall make FMLA leave available to employees in accordance with DECA(LEGAL) and the following provisions.

Concurrent Use of Paid Leave

FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable, **except as provided below**.

**Note: — See DECA(LEGAL) for provisions addressing**

A teacher shall notify the appropriate administrator if they choose not to use paid leave concurrently with FMLA leave for an absence related to pregnancy or the birth or adoption of child.

Twelve Month FMLA Exception Period

For purposes of an employee's entitlement to FMLA leave, the 12-month period shall be August 1 through July 31.

Combined Leave for Spouses

When both spouses are employed by the District, the District shall not limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks, nor shall the District limit military caregiver leave to a combined total of 26 weeks.

Intermittent or Reduced Schedule Leave

The District shall permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee.

Certification of Leave

When an employee requests leave, the employee shall provide certification, in accordance with FMLA regulations, of the need for leave.

Fitness-for-Duty Certification

In accordance with administrative regulations, when an employee takes FMLA leave due to the employee's own serious health condition, the employee shall provide, before resuming work, a fitness-for-duty certification.

COMPENSATION AND BENEFITS  
LEAVES AND ABSENCES

DEC  
(LOCAL)

Leave at the End of Semester	When a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester.
<b>Temporary Disability Leave</b>	<p>Any full-time employee whose position requires educator certification by the State Board for Educator Certification (SBEC) or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]</p> <p>An employee's notification of need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent as a request for temporary disability leave.</p> <p>The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.</p>
<b>Workers' Compensation</b>	<hr/> <p><b>Note:</b> Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance.</p> <hr/>
No Paid Leave Offset	<p>An absence due to a work-related injury or illness shall be designated as FMLA leave, temporary disability leave, and/or assault leave, as applicable.</p> <p>The District shall not permit the option for paid leave offset in conjunction with workers' compensation income benefits. [See CRE]</p>
<b>Court Appearances</b>	Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.
<b>Payment for Accumulated Leave Upon Separation</b>	<p>The following leave provisions shall apply to local leave accumulated beginning on the original effective date of this program.</p> <p>An employee who separates from employment with the District shall be eligible for payment for accumulated local leave under the following conditions:</p> <ol style="list-style-type: none"><li>1. The employee's separation from employment is voluntary, i.e., the employee is retiring or resigning and is not being discharged or nonrenewed.</li><li>2. The employee provides advance written notice of intent to separate from employment. Contract employees must provide written notice at least 90 days before the last day of employment. Noncontract employees must provide written notice at least two weeks before the last day of employment.</li></ol>

3. The employee has at least 10 years of service with the District.

The employee shall receive payment for each day of accumulated local leave, to a maximum of 10 days, at a rate of \$100 per day for an SBEC-certified professional employee and \$50 per day for a paraprofessional and a noncertified employee. If the employee is reemployed with the District, days for which the employee received payment shall not be available to that employee.

The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.

**Neutral Absence  
Control**

If an employee does not return to work after exhausting all available paid and unpaid leave, the District shall provide the employee written notice that he or she no longer has leave available for use. The District may pursue termination of an employee who has exhausted all available leave, regardless of the reason for the absence [see DF series]. The employee's eligibility for reasonable accommodations, as required by the Americans with Disabilities Act [see DAA(LEGAL)], shall be considered before termination. If terminated, the employee may apply for reemployment with the District.

**Reasons**

The recommendation to the Board and its decision not to renew a contract under this policy shall not be based on an employee's exercise of Constitutional rights or based unlawfully on an employee's race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law. Reasons for proposed nonrenewal of an employee's term contract shall be:

1. Deficiencies pointed out in observation reports, appraisals or evaluations, supplemental memoranda, or other communications.
2. Failure to fulfill duties or responsibilities.
3. Incompetency or inefficiency in the performance of duties.
4. Inability to maintain discipline in any situation in which the employee is responsible for the oversight and supervision of students.
5. Insubordination or failure to comply with official directives.
6. Failure to comply with Board policies or administrative regulations.
7. Excessive absences.
8. Conducting personal business during school hours when it results in neglect of duties.
9. Reduction in force because of financial exigency. [See DFFA]
10. Reduction in force because of a program change. [See DFFB]
11. The employee is not retained at a campus in accordance with the provisions of a campus turnaround plan. [See AIC]
12. Drunkenness or excessive use of alcoholic beverages; or possession, use, or being under the influence of alcohol or alcoholic beverages while on District property, while working in the scope of the employee's duties, or while attending any school- or District-sponsored activity.
13. The illegal possession, use, manufacture, or distribution of a controlled substance, a drug, a dangerous drug, hallucinogens, or other substances regulated by state statutes.
14. Failure to meet the District's standards of professional conduct.
15. Failure to report any arrest, indictment, conviction, no contest or guilty plea, or other adjudication for any felony, any crime

involving moral turpitude, or other offense listed at DH(LOCAL). [See DH]

16. Conviction of or deferred adjudication for any felony, any crime involving moral turpitude, or other offense listed at DH(LOCAL); or conviction of a lesser included offense pursuant to a plea when the original charged offense is a felony. [See DH]
17. Failure to comply with reasonable District requirements regarding advanced coursework or professional improvement and growth.
18. Disability, not otherwise protected by law, that prevents the employee from performing the essential functions of the job, [with or without reasonable accommodation](#).
19. Any activity, school-connected or otherwise, that, because of publicity given it, or knowledge of it among students, faculty, or the community, impairs or diminishes the employee's effectiveness in the District.
20. Any breach by the employee of an employment contract or any reason specified in the employee's employment contract.
21. Failure to maintain an effective working relationship, or maintain good rapport, with parents, the community, or colleagues.
22. A significant lack of student progress attributable to the educator.
23. Behavior that presents a danger of physical harm to a student or to other individuals.
24. Assault on a person on District property or at a school-related function, or on an employee, student, or student's parent regardless of time or place.
25. Use of profanity in the course of performing any duties of employment, whether on or off school premises, in the presence of students, staff, or members of the public, if reasonably characterized as unprofessional.
26. Falsification of records or other documents related to the District's activities.
27. Falsification or omission of required information on an employment application.
28. Misrepresentation of facts to a supervisor or other District official in the conduct of District business.

29. Failure to fulfill requirements for state licensure or certification, including passing certification or licensing examinations required by state or federal law or by the District, for the employee's assignment.
30. Failure to maintain licensing and certification requirements, including the completion of required continuing education hours, for the employee's assignment.
31. Failure to complete certification or permit renewal requirements, or failure to fulfill the requirements of a deficiency plan, under an Emergency Permit or a Temporary Classroom Assignment Permit.
32. Any attempt to encourage or coerce a child to withhold information from the child's parent or from other District personnel.
33. Any reason that makes the employment relationship void or voidable, such as a violation of federal, state, or local law.
34. Engaging in or assigning to another individual, whether intentionally or knowingly, an instruction, guidance, activities, or programming prohibited by law. [See EMB]
35. Engaging in or assigning to another individual, whether intentionally or knowingly, diversity, equity, and inclusion duties prohibited by law.
- ~~34-36.~~ Any reason constituting good cause for terminating the contract during its term.

Recommendations  
from Administration

Administrative recommendations for renewal or proposed nonrenewal of term contracts shall be submitted to the Superintendent. A recommendation for proposed nonrenewal shall be supported by any relevant documentation. The final decision on the administrative recommendation to the Board on each employee's contract rests with the Superintendent.

Superintendent's  
Recommendation

The Superintendent shall prepare lists of employees whose contracts are recommended for renewal or proposed nonrenewal by the Board. Supporting documentation, if any, and reasons for the recommendation shall be submitted for each employee recommended for proposed nonrenewal.

The Board shall consider such information, as appropriate, in support of recommendations for proposed nonrenewal and shall then act on all recommendations.

Notice of Proposed  
Nonrenewal

After the Board votes to propose nonrenewal, the Superintendent or designee shall deliver written notice of proposed nonrenewal in accordance with law.

If the notice of proposed nonrenewal does not contain a statement of the reason or all the reasons for the proposed action, and the employee requests a hearing, the District shall give the employee notice of all reasons for the proposed nonrenewal at a reasonable time before the hearing. The initial notice or any subsequent notice shall contain the hearing procedures.

### **Request for Hearing**

If the employee desires a hearing after receiving the notice of proposed nonrenewal, the employee shall notify the Board in writing not later than the 15th day after the date the employee received the notice of proposed nonrenewal.

When a timely request for a hearing on a proposed nonrenewal is received by the presiding officer, the hearing shall be held not later than the 15th day after receipt of the request, unless the parties mutually agree to a delay. The employee shall be given notice of the hearing date as soon as it is set.

### **Hearing Procedures**

Unless the employee requests that the hearing be open, the hearing shall be conducted in closed meeting with only the members of the Board, the employee, the Superintendent, their representatives, and such witnesses as may be called in attendance. Witnesses may be excluded from the hearing until called to present evidence. The employee and the administration may choose a representative. Notice, at least five days in advance of the hearing, shall be given by each party intending to be represented, including the name of the representative. Failure to give such notice may result in postponement of the hearing.

The conduct of the hearing shall be under the presiding officer's control and shall generally follow the steps listed below:

1. After consultation with the parties, the presiding officer shall impose reasonable time limits for presentation of evidence and closing arguments.
2. The hearing shall begin with the administration's presentation, supported by such proof as it desires to offer.
3. The employee may cross-examine any witnesses for the administration.
4. The employee may then present such testimonial or documentary proof, as desired, to offer in rebuttal or general support of the contention that the contract be renewed.
5. The administration may cross-examine any witnesses for the employee and offer rebuttal to the testimony of the employee's witnesses.

6. Closing arguments may be made by each party.

A record of the hearing shall be made so that a certified transcript can be prepared, if required.

**Board Decision**

The Board may consider only evidence presented at the hearing. After all the evidence has been presented, if the Board determines that the reasons given in support of the recommendation to not renew the employee's contract are lawful, supported by the evidence, and not arbitrary or capricious, it shall so notify the employee by a written notice not later than the 15th day after the date on which the hearing is concluded. This notice shall also include the Board's decision on renewal, which decision shall be final.

**No Hearing**

If the employee fails to request a hearing, the Board shall take the appropriate action and notify the employee in writing of that action not later than the 30th day after the date the notice of proposed nonrenewal was sent.

## Complaints

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

### Other Complaint Processes

Employee complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with DGBA after the relevant complaint process [has been followed](#):

1. Complaints alleging discrimination, including violations of Title IX (gender), Title VII (sex, race, color, religion, national origin), ADEA (age), or Section 504 (disability), shall be submitted in accordance with ~~the DIA series~~.
2. Complaints alleging certain forms of harassment, including harassment by a supervisor and violation of Title VII, shall be submitted in accordance with ~~the DIA series~~.
3. Complaints concerning retaliation ~~relating~~[related](#) to discrimination and harassment shall be submitted in accordance with ~~the DIA series~~.
4. Complaints concerning instructional resources shall be submitted in accordance with the EF series.
5. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with the CKE series.
6. Complaints concerning the proposed nonrenewal of a term contract issued under Chapter 21 of the Education Code shall be submitted in accordance with DFBB.
7. Complaints concerning the proposed termination or suspension without pay of an employee on a probationary, term, or continuing contract issued under Chapter 21 of the Education Code during the contract term shall be submitted in accordance with DFAA, DFBA, or DFCA.

## Notice to Employees

The District shall inform employees of this policy through appropriate District publications [and on the District's website](#).

## ~~Guiding Principles~~ Informal Process

The Board encourages employees to discuss their concerns with their supervisor, principal, or other appropriate [campus or District administrator](#) who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

PERSONNEL-MANAGEMENT RELATIONS  
EMPLOYEE COMPLAINTS/GRIEVANCES

DGBA  
(LOCAL)

Direct  
Communication with  
Board Members  
~~Employees shall not  
be prohibited from  
communicating with  
a member of the  
Board regarding  
District operations  
Formal Process  
communication  
between an  
employee and a  
Board member  
would be  
inappropriate  
because of a  
pending hearing or  
appeal related to the  
employee~~  
Filing  
Deadlines

If an employee has engaged in the informal process in an attempt to resolve the complaint with the District and has not reached a resolution during the process, the employee must file a complaint within 15 business days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

All deadlines shall be strictly followed unless otherwise required by law or modified by mutual written consent.

An employee may initiate the formal process described below by timely filing a written complaint form.

~~Even after initiating the formal complaint process, employees are encouraged to seek informal resolution of their concerns. An employee whose concerns are resolved may withdraw a formal complaint at any time.~~

~~The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.~~ The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or "mini-trial" at any level.

The complaint form shall be filed with the lowest level administrator who has the authority to remedy the alleged problem. In most circumstances, the employee shall file Level One complaints with the campus principal for any complaint on a matter related to a campus. For a complaint that arises on a matter that is unrelated to a campus, the complaint shall be filed with the appropriate District-level administrator.

If the subject matter of the complaint requires a Board decision, is a complaint about a Board member, or is a complaint about the Superintendent, the complaint shall be initiated at the Board level. A preliminary hearing to develop a record or recommendation for the Board may be conducted by an appropriate administrator.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

Option to Continue  
Informal Process

Even after initiating the formal complaint process, the employee is encouraged to seek informal resolution of their concerns. An employee whose concerns are resolved may withdraw a formal complaint at any time.

Notice of Complaint	A District employee against whom a complaint has been filed shall be provided notice of the complaint in accordance with administrative regulations. The employee shall have sufficient opportunity to submit a written response to the complaint that shall be included in the record of the complaint.
Freedom from Retaliation	Neither the Board nor any District employee shall unlawfully retaliate against an employee for bringing a concern or complaint.
Whistleblower Complaints	Whistleblower complaints shall be filed within the time specified by law and may be made <del>to the Superintendent or designee</del> beginning at Level Two. Timelines for the employee and the District set out in this policy may be shortened to allow the Board to make a final decision within 60 calendar days of the initiation of the complaint. [See DG]
Complaints Against Supervisors	Complaints alleging a violation of law by a supervisor may be made to the Superintendent <del>or designee</del> . <del>Complaint forms</del> . <del>Complaints</del> alleging a violation of law by the Superintendent may be submitted directly to the Board or <del>Board's</del> designee.
Direct Communication with Board Members	Employees shall not be prohibited from communicating with a member of the Board regarding District operations except when communication between an employee and a Board member would be inappropriate because of a pending hearing or appeal related to the employee.
General Provisions Filing	Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, <del>including email and fax</del> , or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three <del>business</del> days after the deadline.
Scheduling Conferences Hearings	The District shall make reasonable attempts to schedule <del>conferences</del> <del>hearings</del> at a mutually agreeable time. If the employee fails to appear at a scheduled <del>conference</del> <del>hearing</del> , the District may hold the <del>conference</del> <del>hearing</del> and issue a decision in the employee's absence.
Response At Levels One and Two, "response" Decision	A "decision" shall mean a written communication to the employee from the appropriate administrator. <del>Responses that provides an explanation of the basis of the decision, an indication of each document that supports the decision, and any relief or redress to be</del>

provided. A decision shall be issued on the merits of the concern raised in the complaint notwithstanding any procedural errors or the type of relief or redress requested.

The decision shall also include information regarding the filing of an appeal in accordance with this policy. After a hearing at Level Three, the decision shall include information on submitting an appeal to the commissioner.

A decision may be hand-delivered, sent by electronic communication to the employee's email address of record, or sent by U.S. Mail to the employee's mailing address of record. Mailed ~~responses~~ decisions shall be timely if they are postmarked by U.S. Mail on or before the deadline.

~~Days~~

~~"Days" shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is "day zero." The following business day is "day one."~~

~~Representative~~ Representative

"Representative" shall mean any person who or an organization that does not claim the right to strike and is designated by the employee to represent ~~him or her~~ the employee in the complaint process.

The employee may designate a representative through written notice to the District at any level of this process. The representative may participate in person or by telephone conference call. If the employee designates a representative with fewer than three ~~business~~ days' notice to the District before a scheduled ~~conference or~~ hearing, the District may reschedule the ~~conference or~~ hearing to a later date, if desired, in order to include the District's counsel. The District may be represented by counsel at any level of the process.

~~Consolidating~~  
~~Complaints~~

~~Complaints arising out of an event or a series of related events shall be addressed in one complaint. Employees shall not file~~ To promote efficiency in addressing complaints, the appropriate administrator shall determine if separate or serial complaints arising from ~~any~~ an event or series of ~~events that have been or could have been addressed in a previous complaint.~~

~~When two or more complaints are sufficiently similar in nature and remedy sought to permit their resolution through one proceeding, the District may consolidate the complaints.~~

~~Untimely Filings~~

~~All time limits shall be strictly followed unless modified by mutual written consent.~~

~~If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the employee, at any point during the complaint process. The employee may appeal the~~

~~dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness~~ related events shall be consolidated.

**Costs Incurred**

Each party shall pay its own costs incurred in the course of the complaint.

**Complaint and Appeal Forms**

Complaints and appeals under this policy shall be submitted ~~in writing~~ on a form provided by the District.

Copies of any documents that support the complaint should be ~~attached to~~ included with the complaint form. If the employee does not have copies of these documents, ~~they~~ copies may be presented at the Level One ~~conference~~ hearing. After the Level One ~~conference, no new documents may be submitted by the employee unless the employee did not know the documents existed before the Level One conference~~ hearing, the employee may supplement the record with additional documents or include additional claims.

**Record**

A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the employee who filed the complaint, documents determined relevant by District personnel, and the decision.

**Remand**

A complaint or appeal form that is incomplete in any material aspect ~~may~~ shall be ~~dismissed but may be refiled with all the required information if the refiling is within the designated time for filing~~ re-filed, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint.

If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.

**Assignment of Hearing Officer**

When a District employee is the subject of a complaint, the hearing shall be conducted by an administrator who is in a supervisory or higher organizational role. The District employee who is the subject of the complaint shall recuse themselves from reviewing the complaint at any level in the process.

**Investigation**

The District may conduct an investigation at any level in the complaint process. If the District and the employee mutually agree, all deadlines shall be suspended during an investigation.

**Audio Recording**

As provided by law, an employee shall be permitted to make an audio recording of a ~~conference or~~ hearing under this policy at which the substance of the employee's complaint is discussed. The

employee shall notify all attendees present that an audio recording is taking place.

### Complaint Levels

#### Level One

~~Complaint forms must be filed:~~

~~8. Within 15 days of the date the employee first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and~~

~~9. With the lowest level administrator who has the authority to remedy the alleged problem.~~

~~In most circumstances, employees on a school campus shall file Level One complaints with the campus principal; other District employees shall file Level One complaints with their immediate supervisor.~~

~~If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.~~

~~If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.~~

~~The appropriate administrator shall investigate as necessary and schedule a conference with the employee within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.~~

~~Absent extenuating circumstances, the administrator shall provide the employee a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator~~At Level One, the appropriate hearing officer shall hold a hearing with the employee within 10 calendar days after receipt of the written complaint. The hearing officer may set reasonable time limits for the hearing.

The hearing officer shall provide the employee a decision within 20 calendar days following the hearing. In reaching a decision, the hearing officer may consider information provided with the complaint form and any other relevant documents or information the hearing officer believes will help resolve the complaint.

Level Two

If the employee did not receive the relief requested at Level One or if the time for a ~~response~~decision has expired, the employee may request a ~~conference with the Superintendent or designee~~hearing at Level Two to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~20 calendar days of the date of the ~~written~~ Level One ~~response~~decision or, if no ~~response was received,~~ within ~~ten~~decision has been communicated to the employee, within 20 calendar days of the Level One ~~response~~decision deadline.

After receiving notice of the appeal, the Level One ~~administrator-~~hearing officer shall prepare and forward a record of the Level One complaint to the Level Two ~~administrator.~~ ~~The employee may re-~~quest ~~hearing officer and provide~~ a copy of the Level One record to the employee.

The Level One record shall include:

1. The original complaint form and any attachments.
2. ~~All~~Any other documents submitted by the employee at Level One.
3. ~~The~~if the complaint is against a District employee, the written response of the District employee, if any.
- ~~3.4.~~ 4. The decision issued at Level One and any attachments.
- ~~4.5.~~ 5. All other documents relied upon by the Level One ~~administra-~~tor ~~hearing officer~~ in reaching the Level One decision.

The ~~Superintendent or designee shall schedule a conference~~ ~~within ten~~hearing officer shall hold a hearing within 10 calendar days after the appeal notice is filed. The ~~conference shall be limited to the issues and documents considered at Level One.~~ At the conference, the employee may provide information concerning any documents or information relied upon by the administration for the Level One decision. ~~The Superintendent or designee may set reasonable time limits for the conference~~hearing officer may set reasonable time limits for the hearing.

The ~~Superintendent or designee~~hearing officer shall provide the employee a ~~written response~~decision within ~~ten~~20 calendar days following the ~~conference.~~ ~~The written response shall set forth the basis of the decision~~hearing. In reaching a decision, the ~~Superintendent or designee~~hearing officer may consider the Level One record, any additional information provided ~~at~~prior to the Level Two ~~conference~~hearing, and any other relevant documents or informa-

- tion the ~~Superintendent or designee~~ hearing officer believes will help resolve the complaint.
- Recordings of the Level One and Level Two ~~conferences~~ hearings, if any, shall be maintained with the Level One and Level Two records.
- Level Three
- If the employee did not receive the relief requested at Level Two or if the time for a ~~response~~ decision has expired, the employee may appeal the decision to the Board.
- The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~ 20 calendar days of the date of the ~~written~~ Level Two ~~response~~ decision or, if no ~~response was received,~~ ~~within ten~~ decision has been communicated to the employee, within 20 calendar days of the Level Two ~~response~~ decision deadline.
- ~~The Superintendent or designee shall inform the employee of the date, time, and place of the Board~~ Unless the Board delegates a committee in accordance with law, the Board shall hear the appeal of the Level Two decision.
- After receiving notice of the appeal, the Board or Board committee shall hold a meeting to discuss the complaint no later than 60 calendar days after the date on which the Level Two decision was made.
- The Superintendent shall inform the employee whether the Board or a Board committee will hear the appeal and of the date, time, and place of the meeting at which the complaint will be on the agenda for presentation to the Board or Board committee.
- ~~The Superintendent or designee~~ At least five business days before the Board or Board committee meeting, the Superintendent shall provide the employee a description of any information the Board intends to rely on that is not contained in the record created at the previous hearing levels, including any preliminary hearing.
- The Superintendent shall provide the Board the record of the Level Two appeal. The employee may request a copy of the Level Two record.
- The Level Two record shall include:
1. The Level One record.
  2. The notice of appeal from Level One to Level Two.
  3. ~~The written response~~ Any other documents submitted by the employee at Level Two.
  - 3.4. The decision issued at Level Two and any attachments.

4.5. All other documents relied upon by the administration in reaching the Level Two decision.

~~The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the employee notice of the nature of the evidence at least three days before the hearing.~~

~~The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]~~

The employee may request that the complaint be heard in open or closed meeting. The District shall honor that request unless the Texas Open Meetings Act or other applicable law requires otherwise. [See BE]

At the meeting, the presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the employee and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. ~~The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels. members.~~

In addition to any other record of the ~~Board~~ meeting required by law, the Board or Board committee shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the employee or the employee's representative, any presentation from the administration, and questions from ~~the Board~~ members with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board or Board committee shall then consider the complaint. It ~~may give notice of its~~ shall make a decision orally or in writing at any time up to and including the next regularly scheduled Board meeting. ~~If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two~~ no later than 30 calendar days after the date of the Board or Board committee meeting at which the complaint was presented. The employee shall be provided a decision in accordance with this policy and state law.

Each District employee shall perform his or her duties in accordance with state and federal law, District policy, and ethical standards. The District holds all employees accountable to the Educators' Code of Ethics. [See DH(EXHIBIT)]

Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

**Violations of Standards of Conduct**

Each employee shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any policies, regulations, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary action, including termination of employment. [See DCD, [DCE](#), and DF series]

**Weapons Prohibited**

The District prohibits the use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on District property at all times.

Exceptions

No violation of this policy occurs when:

1. Use or possession of a firearm by a specific employee is authorized by Board action [see the CKE series];
2. A District employee who holds a ~~Texas~~ handgun license [in accordance with state law](#) stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, provided the handgun or other firearm is not in plain view; or
3. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

**Electronic Communication**

Use with Students

A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities.

Unless an exception has been made in accordance with the employee handbook or other administrative regulations, an employee

EMPLOYEE STANDARDS OF CONDUCT

DH  
(LOCAL)

shall not use a personal electronic communication platform, application, or account to communicate with currently enrolled students.

Unless authorized above, all other employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. The employee handbook or other administrative regulations shall further detail:

1. Exceptions for family and social relationships;
2. The circumstances under which an employee may use text messaging to communicate with individual students or student groups;
3. Hours of the day during which electronic communication is discouraged or prohibited; and
4. Other matters deemed appropriate by the Superintendent.

In accordance with ethical standards applicable to all District employees [see DH(EXHIBIT)], an employee shall be prohibited from using electronic communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics.

An employee shall have no expectation of privacy in electronic communications with students. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communication. [See CPC]

Personal Use

All employees shall be held to the same professional standards in their public use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law or District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.

Reporting Improper Communication

In accordance with administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee.

Disclosing Personal Information

An employee shall not be required to disclose his or her personal email address or personal phone number to a student.

**Prohibited Classroom Instruction or Activities**

An employee is prohibited from intentionally or knowingly engaging in or assigning to another individual instruction, guidance, activities, or programming prohibited by law [see EMB].

**Prohibited Diversity, Equity, and Inclusion Duties**

An employee shall be subject to disciplinary action, including termination of employment, if the employee, intentionally or knowingly:

- Engages in diversity, equity, and inclusion (DEI) duties.
- Assigns to another individual DEI duties.

[See BT(LEGAL)]

**Social Transitioning**

An employee shall be prohibited from assisting a District student with social transitioning, as the term is defined in law. This prohibition includes providing any information to a District student about social transitioning or guidelines intended to assist a District student with social transitioning.

**Safety Requirements**

Each employee shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.

**Harassment or Abuse**

An employee shall not engage in prohibited harassment, including sexual harassment, of:

1. Other employees. [See DIA]
2. Students. [See FFH; see FFG regarding child abuse and neglect.]

While acting in the course of employment, an employee shall not engage in prohibited harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents.

An employee shall report child abuse or neglect as required by law. [See FFG]

**Relationships with Students**

An employee shall not form romantic or other inappropriate social relationships with students. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. ~~[See FFH]~~

As required by law, the District shall notify the parent of a student with whom ~~an educator~~ a District employee or person acting as a service provider for the District is alleged to have engaged in certain misconduct. ~~[See FFF]~~

[See FFF for parent notification requirements and DHB and DHC for reporting requirements.]

**Tobacco and  
Nicotine Products  
and E-Cigarettes**

An employee is prohibited from possessing or using any type of tobacco product, e-cigarette, or any other electronic vaporizing device while on school property, in a District vehicle, or while attending an off-campus school-related activity. An employee is also prohibited from possessing or using any type of nicotine product, including nicotine pouches, regardless of whether the product contains tobacco, while on District property, in a District vehicle, or while attending an off-campus school-related activity.

An employee's supervisor is authorized to approve an exception to this policy for a smoking cessation product.

**Alcohol and Drugs /  
Notice of Drug-Free  
Workplace**

As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.

An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while on District property or at school-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.
3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

An employee need not be legally intoxicated to be considered "under the influence" of a controlled substance.

**Exceptions**

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee's job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee's personal use; or

EMPLOYEE STANDARDS OF CONDUCT

DH  
(LOCAL)

3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee's child or other individual for whom the employee is a legal guardian.

Sanctions

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and
4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

**Arrests, Indictments, Convictions, and Other Adjudications**

An employee shall notify his or her principal or immediate supervisor within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony, any offense involving moral turpitude, and any of the other offenses as indicated below:

1. Crimes involving school property or funds;
2. Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator;
3. Crimes that occur wholly or in part on school property or at a school-sponsored activity; or
4. Crimes involving moral turpitude, which include:
  - Dishonesty; fraud; deceit; theft; misrepresentation;
  - Deliberate violence;
  - Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
  - Felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
  - Felony driving while intoxicated (DWI); or
  - Acts constituting abuse or neglect under the Texas Family Code.

**Dress and Grooming** An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.

**Instructional Plan  
and Course Syllabus**

Prior to the beginning of each semester, each teacher shall provide a copy of the teacher's instructional plan or course syllabus for each class for which the teacher provides instruction.

The teacher shall provide this information to the District administration and the parent of each student enrolled in the teacher's class. Additional copies of the instructional plan or course syllabus shall be made available to a parent of a student enrolled upon that parent's request.

District Website

The Superintendent shall develop administrative procedures for the posting of the instructional plans and course syllabi for each class offered in the District on the District's website.

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**Note:** For information related to the accounting of instructional materials, as this term is defined by state law and rule, see CMD.

For information related to the selection process of library materials, see EFB.

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The District shall provide instructional materials designed to teach the Texas Essential Knowledge and Skills and further the District's educational mission. Although the Superintendent shall ensure that professional staff select instructional materials in accordance with District policy and administrative regulations, the ultimate authority for determining and approving the curriculum and instructional program of the District lies with the Board.

**Objectives**

In this policy, "instructional materials" may include textbooks, supplementary resources for classroom use, and any other instructional resources, including electronic resources, used for formal or informal teaching and learning purposes. The primary objectives of instructional materials are to implement, enrich, and support the District's educational program.

**Selection**

Instructional materials that are textbooks and related supplemental materials, which may include items from the list of resources adopted by the State Board of Education, shall be chosen in accordance with administrative regulations and the objectives above.

The Board shall rely on District professional staff to select and acquire instructional materials that:

1. Enrich and support the curriculum consistent with the general educational goals of the state and District, the aims and objectives of individual schools and specific courses, and the District and campus improvement plans.
2. Are appropriate for the subject area and for the age, ability level, learning styles, interests, and social and emotional development of the students for whom they are selected.
3. Meet high standards for artistic quality, literary style, authenticity, educational significance, factual content, physical format, presentation, readability, and technical quality.
4. Present various sides of controversial issues so that students have an opportunity to develop, under guidance, skills in critical analysis and in making informed judgments in their daily lives. [See also EMB regarding instruction about controversial issues.]
5. Promote literacy.

District professional staff may select additional instructional materials in accordance with administrative regulations and the criteria above.

Administrators, teachers, other District personnel, parents, and community members, as appropriate, may recommend instructional materials for selection. Gifts of instructional materials shall be evaluated according to these criteria and accepted or rejected in accordance with CDC(LOCAL).

Selection of instructional materials is an ongoing process that includes the removal of materials no longer appropriate and the periodic replacement or repair of materials that still have educational value.

### Parent Request for Instructional Material Review

The Superintendent shall develop administrative regulations to ensure compliance with state law and rules that a parent or guardian of a District student may request an instructional materials review for a subject area in the grade level in which their student is enrolled on the basis of the following:

1. The material is not aligned with District-adopted materials; or
2. The material does not have the appropriate rigor for the grade level for the subject area in which the instructional material is used.

The regulations shall also address procedures for submitting a parent petition to review instructional materials, the appeal process if a petition for review is denied, criteria for reviewing any appeal, and timelines for each step in the process.

### Reconsideration of Instructional Materials

A District employee or a parent or guardian of a District student may request reconsideration of instructional material used in the District's educational program on the basis that the instructional material fails to meet the standards set forth in this policy.

#### Guiding Principles

The following principles shall guide the Board and staff in responding to a request for reconsideration of instructional materials:

1. A complainant may raise an objection to an instructional material used in a school's educational program, despite the fact that the professional staff selecting the materials were qualified to make the selection, followed the proper procedure, and adhered to the objectives for instructional materials set out in this policy.
2. A parent's ability to exercise control over instruction extends only to his or her own child as set forth in Education Code Chapter 26.

3. Access to a challenged material shall not be restricted during the reconsideration process, except the District may deny access to a child if requested by the child's parent.

The major criterion for the final decision on challenged instructional materials is the appropriateness of the material for its intended educational use. No challenged instructional material shall be removed solely because of the ideas expressed therein.

*Informal  
Reconsideration*

When the District or a campus receives an objection to the appropriateness of an instructional material, the appropriate administrator shall try to resolve the matter informally. The administrator shall explain the selection process and discuss the intended educational purpose for the instructional material. If appropriate, the administrator may offer a concerned parent an alternative instructional material to be used by that parent's child in place of the challenged material.

If the complainant wishes to make a formal challenge, the administrator shall provide the complainant a copy of this policy and a form to request a formal reconsideration of the instructional material.

*Formal Request for  
Reconsideration*

A complainant shall make any formal request to reconsider an instructional material on the form provided by the District and shall submit the completed and signed form to the principal. Upon receipt of the form, the principal shall appoint a reconsideration committee.

The reconsideration committee shall include at least one member of the instructional staff who has experience using the challenged material with students or is familiar with the challenged material's content. Other members of the committee may include District-level staff, secondary-level students, parents, and any other appropriate individuals.

All members of the committee shall review the challenged instructional material in its entirety. As soon as reasonably possible, the committee shall meet and determine whether the challenged material conforms to the principles of selection set out in this policy and whether the challenged material will continue to be used in the educational program. The committee shall prepare a written report of its findings. The Superintendent, other appropriate administrators, and the complainant shall receive copies of the report.

*Frequency of  
Review*

After an instructional material has been reviewed through formal reconsideration, it shall not be reviewed again until it is evaluated in the periodic local selection process.

Appeal

The complainant may appeal the decision of the reconsideration committee in accordance with appropriate complaint policies, starting at the appropriate level. [See DGBA, FNG, and GF]

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

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

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

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

### Requests

For Following Year

A parent of a student receiving special education services and whose placement for the following school year will be in a **self-contained** special education classroom eligible for video surveillance may request in writing that a video camera be placed in the classroom by the end of the current school year or by the **tenth** 10th business day after the student’s admission, review, and dismissal (ARD) committee determines the student’s placement, whichever is later. If such a request is made, the campus shall begin operation of the camera by the deadlines in law.

For Current Year

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

Response

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

### Notice

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

### Installation and Operation

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

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

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

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

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

**Retention of Recordings**

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

**Confidentiality of Recordings**

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

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

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

For purposes of this policy, the term “human resource staff member” shall include the Superintendent, a principal, an assistant principal or other campus administrator, and any supervisory position within the District’s human resources office. If an individual listed in items ~~2-42-4~~, above, believes that a recording shows a violation of District policy or campus procedures, the individual may allow access to the recording by appropriate legal and human resources personnel designated by the District for the purpose of determining whether a policy or procedure has been violated.

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

#### Reporting an Incident

A person alleging that an incident, as defined by law, has occurred in a classroom in which video surveillance is conducted shall file a report on the form provided by the District with the principal as soon as possible after the person suspects the alleged incident. If possible, an incident report form shall be filed within ~~48~~24 hours of the facts giving rise to the allegation. The principal shall promptly view, or direct an authorized individual to view, the video surveillance footage to identify the relevant portion of the recording. No later than ~~ten District business days~~10 District business days after the report is filed, the principal or designee shall respond by notifying the person whether the alleged incident was recorded in the District’s video surveillance footage and shall initiate other steps as required by law, District policy, or local procedures.

#### Complaints

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

**Relation to Essential Knowledge and Skills**

The District shall establish instructional objectives that relate to the essential knowledge and skills for grade-level subjects or courses. These objectives shall address the skills needed for successful performance in the next grade or next course in a sequence of courses.

Assignments, tests, projects, classroom activities, and other instructional activities shall be designed so that each student's performance indicates the level of mastery of the designated District objectives.

**Guidelines for Grading**

The Superintendent or designee shall ensure that each campus or instructional level develops guidelines for teachers to follow in determining grades for students. These guidelines shall ensure that grading reflects a student's relative mastery of an assignment and that a sufficient number of grades are taken to support the grade average assigned. Guidelines for grading shall be clearly communicated to students and parents.

The District shall permit a student who meets the criteria detailed in the grading guidelines a reasonable opportunity to redo an assignment or retake a test for which the student received a failing grade.

**Progress Reporting**

The District shall issue grade reports/report cards every ~~nine~~nine weeks on a form approved by the Superintendent or designee. Performance shall be measured in accordance with this policy and the standards established in EIE.

Interim Reports

Interim progress reports shall be issued for all students after the ~~third week and the sixth~~third week and the sixth week of each grading period. Supplemental progress reports may be issued at the teacher's discretion.

Conferences

~~In addition to conferences scheduled on the campus calendar,~~Each year, the District shall provide at least two opportunities for in-person conferences between each parent and the student's teacher. Additional conferences may be requested by a teacher or parent as needed.

**Academic Dishonesty**

A student found to have engaged in academic dishonesty shall be subject to grade penalties on assignments or tests and disciplinary penalties in accordance with the Student Code of Conduct. Academic dishonesty includes cheating or copying the work of another student, plagiarism, the use of artificial intelligence to complete an assignment in part or in whole unless approved by the classroom teacher [see CQD], and unauthorized communication between students during an examination. The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising professional employee, taking into consideration written materials, observation, or

information from students, or the use of an artificial intelligence de-  
tection tool selected by the District.

PARENT RIGHTS AND RESPONSIBILITIES

FA  
(LOCAL)

**Parent Portal**

The District shall establish a parent portal on the District's website through which parents may submit comments to campus administrators, District administrators, and the Board.

The Superintendent shall develop administrative regulations related to the portal, including placement on the District or campus websites and how campus or District administrators are to address comments received from parents through the portal.

**Release from School**

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

Exception for  
Released Time  
Course

For purposes of this policy, a “released time course” shall have the same definition as provided in law.

A student shall be permitted to attend a released time course in accordance with the following requirements:

1. The parent or guardian has provided written consent for the student to attend the released time course;
2. The private entity offering the released time course maintains attendance records and will make those records available to the District;
3. The private entity, parent or guardian, or student assumes responsibility for transportation, including transportation for a student with a disability, to and from the location at which the released course is offered;
4. The private entity assumes liability for the student enrolled in the released time course while the student is under the private entity’s care; and
5. The student is responsible for any school work and assignments issued during the student’s absence from the District.

The District shall be prohibited from using District funds, excluding de minimis costs, to facilitate the student attending a released time course.

A private entity shall be prohibited from offering the released time course on District property unless the use is in accordance with policy GKD.

The District shall not interfere with a parent’s or guardian’s ability to request or access a released time course for the student.

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

**Medication Provided  
by Parent**

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

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

**Medication Provided  
by District**

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

**Opioid Antagonist**

This provision shall be applicable to every campus.

*On Campus*

The District authorizes school personnel who have been adequately trained to administer an opioid antagonist in accordance with law and this policy. Administration of an opioid antagonist shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing an opioid-related overdose.

Each applicable campus shall have at least one individual who is authorized and trained to administer an opioid antagonist present during regular school hours.

*Maintenance,  
Availability,  
Training, and  
Reporting*

Each applicable campus shall have at least two unused, unexpired opioid antagonist doses available.

All opioid antagonists shall be stored in a secure location and shall be easily accessible by individuals who are authorized and trained to administer an opioid antagonist.

The Superintendent shall develop administrative regulations addressing acquisition, maintenance, expiration, and disposal of opioid antagonists in the District, as well as reporting, employee training, and emergency notification requirements.

**Psychotropics**

Except as permitted by law, an employee shall not:

1. Recommend to a student or a parent that the student use a psychotropic drug;
2. Suggest a particular diagnosis; or
3. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.

**Medical Treatment**

A student's parent, legal guardian, or other person having lawful control shall annually complete and sign a form that provides emergency information and addresses authorization regarding medical treatment. A student who has reached age 18 shall be permitted to complete this form.

The District shall seek appropriate emergency care for a student as required or deemed necessary.

**Threat Assessment  
and Safe and  
Supportive Team**

In compliance with law, the Superintendent shall ensure that a multidisciplinary threat assessment and safe and supportive team is established to serve each campus. The Superintendent shall appoint team members. The team shall be responsible for developing and implementing a safe and supportive school program at each campus served by the team and shall support the District in implementing its multi-hazard emergency operations plan.

Training

Each team shall complete training provided by an approved provider on evidence-based threat assessment programs.

Student Reports

Each campus shall establish a clear procedure for a student to report concerning behavior exhibited by another student for assessment by the team or other appropriate District employee.

Employee  
Confidentiality

A District employee who reports a potential threat may elect for the employee's identity to remain confidential and not be subject to disclosure under the state's public information law. The employee's identity shall only be revealed when necessary for the team, the District, or law enforcement to investigate the reported threat.

The District shall maintain a record of the identity of a District employee who elects for the employee's identity to remain confidential.

Notification to  
Teaching Staff of  
Threat

As soon as safe and practicable after an administrator or team receives information regarding a threat against a campus, including a threat made through social media, the appropriate administrator or the team shall immediately provide to each member of the teaching staff, including teacher aides, who may be directly affected by the threat a statement containing the following information:

1. The existence of the threat;
2. The nature of the threat; and
3. Any other pertinent detail to ensure student and staff safety.

The Superintendent shall develop administrative regulations to ensure that the required notice is provided to the teaching staff in accordance with law. The administrative regulations may also address notification of other appropriate employees on the affected campus.

Imminent Threats or  
Emergencies

A member of the team or any District employee may act immediately to prevent an imminent threat or respond to an emergency, including contacting law enforcement directly.

Threat Assessment  
Process

The District shall develop procedures as recommended by the Texas School Safety Center. In accordance with those procedures,

the threat assessment and safe and supportive team shall conduct threat assessments using a process that includes:

1. Identifying individuals, based on referrals, tips, or observations, whose behavior has raised concerns due to threats of violence or exhibition of behavior that is harmful, threatening, or violent.
2. Conducting an individualized assessment based on reasonably available information to determine whether the individual poses a threat of violence or poses a risk of harm to self or others and the level of risk.
3. Implementing appropriate intervention and monitoring strategies, if the team determines an individual poses a threat of harm to self or others. These strategies may include referral of a student for a mental health assessment and escalation procedures as appropriate.

For a student or other individual the team determines poses a serious risk of violence to self or others, the team shall immediately report to the Superintendent, who shall immediately attempt to contact the student's parent or guardian. Additionally, the Superintendent shall coordinate with law enforcement authorities as necessary and take other appropriate action in accordance with the District's multihazard emergency operations plan.

For a student the team identifies as at risk of suicide, the team shall follow the District's suicide prevention program.

For a student the team identifies as having a substance abuse issue, the team shall follow the District's substance abuse program.

For a student whose conduct may constitute a violation of the District's Student Code of Conduct, the team shall make a referral to the campus behavior coordinator or other appropriate administrator to consider disciplinary action.

As appropriate, the team may refer a student:

1. To a local mental health authority or health-care provider for evaluation or treatment; or
2. For a full individualized and initial evaluation for special education services.

The team shall not provide any mental health-care services, except as permitted by law.

STUDENT WELFARE  
CRISIS INTERVENTION

FFB  
(LOCAL)

Guidance to School  
Community

The team shall provide guidance to students and District employees on recognizing harmful, threatening, or violent behavior that may pose a threat to another person, the campus, or the community and methods to report such behavior to the team, including through anonymous reporting.

Reports

The team shall provide reports to the Texas Education Agency as required by law.

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**Note:** See policies DHB and DHC for information on other required reports regarding alleged misconduct against a student.

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The District shall notify a parent of a student with whom ~~an educa-~~  
~~tor~~ a District employee or a person acting as a service provider for  
the District is alleged to have engaged in misconduct, informing the  
parent:

1. As soon as feasible that the alleged misconduct may have occurred;
2. Whether the ~~educator~~ individual was terminated following an investigation of the alleged misconduct or resigned before completion of the investigation; and
3. Whether a report was submitted to the Texas Education Agency or State Board for Educator Certification (~~SBEC~~) concerning the alleged misconduct.

For purposes of this policy, misconduct is defined as an ~~educa-~~  
~~tor's~~ individual's alleged abuse or commission of an otherwise un-  
lawful act with ~~the~~ student or involvement in a romantic relation-  
ship, or soliciting or engaging in sexual contact with ~~the~~ student.

#### Notice of Suspected Criminal Offense

Except as provided by state law regarding child abuse investiga-  
tions, the District shall notify a parent not later than one business  
day after the date an employee first suspects that a criminal of-  
fense has been committed against the parent's child.

[See also FFG for reporting requirements related to child abuse  
and FFH for parental notification requirements regarding prohibited  
conduct as defined by that policy.]

**Program to Address  
Child Sexual Abuse,  
Trafficking, and  
Maltreatment**

The District's program to address child sexual abuse, trafficking, and other maltreatment of children, as included in the District improvement plan and the student handbook, shall include:

1. Methods for increasing staff, student, and parent awareness regarding these issues, including prevention techniques and knowledge of likely warning signs indicating that a child may be a victim;
2. Age-appropriate, research-based antivictimization programs for students;
3. Actions that a child who is a victim should take to obtain assistance and intervention; and
4. Available counseling options for affected students.

Training

The District shall provide training to employees as required by law and District policy. Training shall address techniques to prevent and recognize sexual abuse, trafficking, and all other maltreatment of children, including children with significant cognitive disabilities. [See DMA]

[See BBD for Board member training requirements and BJCB for Superintendent continuing education requirements.]

**Reporting Child  
Abuse and Neglect**

Any person who has reasonable cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect has a legal responsibility, under state law, to immediately report the suspected abuse or neglect to an appropriate authority.

As defined in state law, child abuse and neglect include both sex and labor trafficking of a child.

The following individuals have an additional legal obligation to submit a written or oral report within 4824 hours of learning of the facts giving rise to the suspicion of abuse or neglect:

1. Any District employee, agent, or contractor who suspects a child's physical or mental health or welfare has been adversely affected by abuse or neglect.
2. A professional who has reasonable cause to believe that a child has been or may be abused or neglected or may have been a victim of indecency with a child. A professional is anyone licensed or certified by the state who has direct contact with children in the normal course of duties for which the individual is licensed or certified.

A person is required to make a report if the person has reasonable cause to believe that an adult was a victim of abuse or neglect as a

child and the person determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

[For parental notification requirements regarding an allegation of ~~educator~~ misconduct with a student, see FFF.]

Oral Reports

As required by law, an oral report made to the Texas Department of Family and Protective Services (DFPS) is recorded.

**Restrictions on Reporting**

In accordance with law, an employee is prohibited from using or threatening to use a parent's refusal to consent to administration of a psychotropic drug or to any other psychiatric or psychological testing or treatment of a child as the sole basis for making a report of neglect, unless the employee has cause to believe that the refusal:

1. Presents a substantial risk of death, disfigurement, or bodily injury to the child; or
2. Has resulted in an observable and material impairment to the growth, development, or functioning of the child.

**Making a Report**

Reports may be made to any of the following:

1. A ~~state or local~~ law enforcement agency, [as defined in law](#);
2. The Child Protective Services (CPS) division of DFPS at 800-252-5400 or the [Texas Abuse Hotline website](#)<sup>1</sup>;
3. A local CPS office; or
4. If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility. As defined by law, a person responsible for the care, custody, or welfare of a child includes school personnel and volunteers and day-care workers. [See FFG(LEGAL)]

An individual does not fulfill his or her responsibilities under the law by only reporting suspicion of abuse or neglect to a campus principal, school counselor, or another District staff member. Furthermore, the District is prohibited from requiring an employee to first report his or her suspicion to a District or campus administrator.

In accordance with law, an individual must provide their name and telephone number when making a report. If the individual making the report is a school employee, agent, or contractor, they must also provide their business address and profession.

**Confidentiality**

The identity of a person making a report of suspected child abuse or neglect shall be kept confidential and disclosed only in accordance with the law and the rules of the investigating agency.

**Immunity**

A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

**Failing to Report  
Suspected Child  
Abuse or Neglect**

By failing to report suspicion of child abuse or neglect, an employee:

1. May be placing a child at risk of continued abuse or neglect;
2. Violates the law and may be subject to legal penalties, including criminal sanctions for knowingly failing to make a required report;
3. Violates Board policy and may be subject to disciplinary action, including possible termination of employment; and
4. May have his or her certification from the State Board for Educator Certification suspended, revoked, or canceled in accordance with 19 Administrative Code Chapter 249.

It is a criminal offense to coerce someone into suppressing or failing to report child abuse or neglect.

**Responsibilities  
Regarding  
Investigations**

In accordance with law, District officials shall be prohibited from:

1. Denying an investigator's request to interview a child at school in connection with an investigation of child abuse or neglect;
2. Requiring that a parent or school employee be present during the interview; or
3. Coercing someone into suppressing or failing to report child abuse or neglect.

District personnel shall cooperate fully and without parental consent, if necessary, with an investigation of reported child abuse or neglect. [See GKA]

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<sup>1</sup> Texas Abuse Hotline website: <http://www.txabusehotline.org>

## Complaints

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

### Other Complaint Processes

Student or parent complaints shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with FNG after the relevant complaint process **has been followed**:

1. Complaints alleging discrimination or harassment based on race, color, religion, sex, gender, national origin, age, or disability shall be submitted in accordance with ~~the FFH-series~~.
2. Complaints concerning dating violence shall be submitted in accordance with ~~the FFH-series~~.
3. Complaints concerning retaliation related to discrimination and harassment shall be submitted in accordance with ~~the FFH-series~~.
4. Complaints concerning bullying or retaliation related to bullying shall be submitted in accordance with FFI.
5. Complaints concerning failure to award credit or a final grade on the basis of attendance shall be submitted in accordance with FEC.
6. Complaints concerning expulsion shall be submitted in accordance with FOD and the Student Code of Conduct.
7. Complaints concerning any final decisions of the gifted and talented selection committee regarding selection for or exit from the gifted program shall be submitted in accordance with EHBB.
8. Complaints within the scope of Section 504, including complaints concerning identification, evaluation, or educational placement of a student with a disability, shall be submitted in accordance with FB and the procedural safeguards handbook.
9. Complaints within the scope of the Individuals with Disabilities Education Act, including complaints concerning identification, evaluation, educational placement, or discipline of a student with a disability, shall be submitted in accordance with EHBAE, FOF, and the procedural safeguards handbook provided to parents of all students referred to special education.
10. Complaints concerning instructional resources shall be submitted in accordance with the EF series.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

11. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with the CKE series.
12. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.
13. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.
14. Complaints concerning disputes regarding a student's eligibility for free or reduced-priced meal programs shall be submitted in accordance with COB.

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

**Notice to Students and Parents**

The District shall inform students and parents of this policy through appropriate District publications [and on the District's website](#).

**Guiding Principles**  
**Informal Process**

The Board encourages students and parents to discuss their concerns with the appropriate teacher, principal, or other [appropriate campus or District](#) administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

**Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except Filing Deadlines**

If a student or parent has engaged in the informal process in an attempt to resolve the complaint with the District and has not reached a resolution during the process, the student or parent shall have the later of:

After Informal Process

- Ninety calendar days to file a complaint from the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint; or
- Thirty calendar days to file a complaint from the date on which the District provided information to the student or parent regarding how to file a grievance.

[See Formal Process, below]

No Prior Informal Process

If the student or parent has not engaged in the informal process, the student or parent shall have no more than 60 calendar days from the date the student or parent first knew, or with reasonable

diligence should have known, of the decision or action giving rise to the complaint or grievance to file a complaint using the appropriate forms.

**Deadline Extensions**

All deadlines shall be strictly followed unless otherwise required by law or modified by mutual written consent.

**Formal Process**

A student or parent may initiate the formal process described below by timely filing a written complaint form.

~~Even after initiating the formal complaint process, students and parents are encouraged to seek informal resolution of their concerns. A student or parent whose concerns are resolved may withdraw a formal complaint at any time.~~

The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

The complaint form shall be filed with the lowest level administrator who has the authority to remedy the alleged problem. In most circumstances, students and parents shall file Level One complaints with the campus principal for any complaint on a matter related to a campus. For a complaint that arises on a matter that is unrelated to a campus, the complaint shall be filed with the appropriate District-level administrator.

If the subject matter of the complaint requires a Board decision, is a complaint about a Board member, or is a complaint about the Superintendent, the complaint shall be initiated at the Board level. A preliminary hearing to develop a record or recommendation for the Board may be conducted by an appropriate administrator.

A Board member shall be permitted to file a complaint under this policy, but, if the complaint is considered by the Board or Board committee, the Board member shall be prohibited from voting on the Board’s or Board committee’s decision.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

**Option to Continue Informal Process**

Even after initiating the formal complaint process, the complainant is encouraged to seek informal resolution of their concerns. A complainant whose concerns are resolved may withdraw a formal complaint at any time.

**Notice of Complaint** A District employee against whom a complaint has been filed shall be provided notice of the complaint in accordance with administrative regulations. The employee shall have sufficient opportunity to submit a written response to the complaint that shall be included in the record of the complaint.

**Freedom from Retaliation** Neither the Board nor any District employee shall unlawfully retaliate against any student or parent for bringing a concern or complaint.

**General Provisions**  
**Filing** Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, ~~including email and fax,~~ or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic communication. Mail filings shall be timely filed if they are postmarked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three **business** days after the deadline.

**Scheduling**  
**Conferences**  
**Hearings** The District shall make reasonable attempts to schedule ~~conferences~~**hearings** at a mutually agreeable time. If a ~~student or parent complainant~~ fails to appear at a scheduled ~~conference~~**hearing**, the District may hold the ~~conference~~**hearing** and issue a decision in the ~~student's or parent's complainant's~~ absence.

**Response**  
**At Levels One and Two,**  
**"response"**  
**Decision** A "decision" shall mean a written communication to the ~~student or parent complainant~~ from the appropriate administrator. ~~Responses may be hand-delivered, sent by electronic communication to the student's or parent's email address of record, or sent by U.S. Mail to the student's or parent's mailing address of record. Mailed responses~~ that provides an explanation of the basis of the decision, an indication of each document that supports the decision, and any relief or redress to be provided. A decision shall be issued on the merits of the concern raised in the complaint notwithstanding any procedural errors or the type of relief or redress requested.

The decision shall also include information regarding the filing of an appeal in accordance with this policy. After a hearing at Level Three, the decision shall include information on submitting an appeal to the commissioner.

A decision may be hand-delivered, sent by electronic communication to the complainant's email address of record, or sent by U.S. Mail to the complainant's mailing address of record. Mailed decisions shall be timely if they are postmarked by U.S. Mail on or before the deadline.

STUDENT RIGHTS AND RESPONSIBILITIES  
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG  
(LOCAL)

Days	<p><del>“Days” shall mean District business days, unless otherwise noted. In calculating timelines under this policy, the day a document is filed is “day zero.” The following business day is “day one.”</del></p>
Representative	<p>“Representative” shall mean any person who or organization that is designated by the <del>student or parent</del>complainant to represent the <del>student or parent</del>complainant in the complaint process. A student may be represented by an adult at any level of the complaint.</p> <p>The <del>student or parent</del>complainant may designate a representative through written notice to the District at any level of this process. <del>If the student or parent</del>The representative may participate in person or by telephone conference call. If the complainant designates a representative with fewer than three business days’ notice to the District before a scheduled <del>conference or</del>hearing, the District may reschedule the <del>conference or</del>hearing to a later date, if desired, in order to include the District’s counsel. The District may be represented by counsel at any level of the process.</p>
Consolidating Complaints	<p><del>Complaints arising out of an event or a series of related events shall be addressed in one complaint. A student or parent shall not file</del>To promote efficiency in addressing complaints, the appropriate administrator shall determine if separate or serial complaints arising from <del>any</del>an event or series of <del>events that have been or could have been addressed in a previous complaint.</del></p>
Untimely Filings	<p><del>All time limits shall be strictly followed unless modified by mutual written consent.</del></p> <p><del>If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the student or parent, at any point during the complaint process. The student or parent may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness</del>related events shall be consolidated.</p>
Costs Incurred	<p>Each party shall pay its own costs incurred in the course of the complaint.</p>
Complaint and Appeal Forms	<p>Complaints and appeals under this policy shall be submitted <del>in writing</del>on a form provided by the District.</p> <p>Copies of any documents that support the complaint should be <del>attached to</del>included with the complaint form. If the <del>student or parent</del>complainant does not have copies of these documents, copies may be presented at the Level One <del>conference</del>hearing. After the Level One <del>conference</del>, <del>no new documents may be submitted by the student or parent unless the student or parent did not know the docu-</del></p>

	<p><del>ments existed before the Level One conference</del>hearing, the complainant may supplement the record with additional documents or include additional claims.</p>
Record	<p>A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the complainant, documents determined relevant by District personnel, and the decision.</p>
Remand	<p>A complaint or appeal form that is incomplete in any material aspect <del>may</del>shall be <del>dismissed but may be refiled with all the required information if the refiling is within the designated time for filing.</del>re-filed, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint.</p> <p>If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.</p>
Assignment of Hearing Officer	<p>When a District employee is the subject of a complaint, the hearing shall be conducted by an administrator who is in a supervisory or higher organizational role. The District employee who is the subject of the complaint shall recuse themselves from reviewing the complaint at any level in the process.</p>
Level One	<p><del>Complaint forms must be filed:</del></p> <ol style="list-style-type: none"><li><del>1. Within 15 days of the date the student or parent first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and</del></li><li><del>2. With the lowest level administrator who has the authority to remedy the alleged problem.</del></li></ol> <p><del>In most circumstances, students and parents shall file Level One complaints with the campus principal.</del></p> <p><del>If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.</del></p> <p><del>If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.</del></p> <p><del>The appropriate administrator shall investigate as necessary and schedule a conference with the student or parent within ten days</del></p>

~~Absent extenuating circumstances, the administrator shall provide the student or parent a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may consider information provided at the Level One conference and any other relevant documents or information the administrator~~  
**Complaint Levels**  
**Level One**  
**Level Two**  
**Investigation**

~~after receipt of the written complaint. The administrator may set reasonable time limits for the conference.~~

The District may conduct an investigation at any level in the complaint process. If the District and the complainant mutually agree, all deadlines shall be suspended during an investigation.

At Level One, the appropriate hearing officer shall hold a hearing with the complainant within 10 calendar days after receipt of the written complaint. The hearing officer may set reasonable time limits for the hearing.

The hearing officer shall provide the complainant a decision within 20 calendar days following the hearing. In reaching a decision, the hearing officer may consider information provided with the complaint form and any other relevant documents or information the hearing officer believes will help resolve the complaint.

If the ~~student or parent~~ complainant did not receive the relief requested at Level One or if the time for a ~~response~~ decision has expired, the ~~student or parent~~ complainant may request a ~~conference with the Superintendent or designee~~ hearing at Level Two to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~ 20 calendar days of the date of the ~~written~~ Level One ~~response~~ decision or, if no ~~response was received,~~ ~~within ten~~ decision has been communicated to the complainant, within 20 calendar days of the Level One ~~response~~ decision deadline.

After receiving notice of the appeal, the Level One ~~administrator~~ hearing officer shall prepare and forward a record of the Level One complaint to the Level Two ~~administrator~~. ~~The student or parent may request~~ hearing officer and provide a copy of the Level One record to the complainant.

The Level One record shall include:

1. The original complaint form and any attachments.
2. ~~All~~ Any other documents submitted by the ~~student or parent~~ complainant at Level One.
3. ~~The~~ If the complaint is against a District employee, the written response of the District employee, if any.
- ~~3.4.~~ 4. The decision issued at Level One and any attachments.
- ~~4.5.~~ 5. All other documents relied upon by the Level One ~~administra-~~ tor hearing officer in reaching the Level One decision.

The ~~Superintendent or designee shall schedule a conference within ten~~ hearing officer shall hold a hearing within 10 calendar days after the appeal notice is filed. The ~~conference shall be limited to the issues and documents considered at Level One. At the conference, the student or parent may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference~~ hearing officer may set reasonable time limits for the hearing.

The ~~Superintendent or designee~~ hearing officer shall provide the ~~student or parent a written response within ten~~ complainant a decision within 20 calendar days following the ~~conference~~ hearing. The ~~written response shall set forth the basis of the decision~~ hearing. In reaching a decision, the ~~Superintendent or designee~~ hearing officer may consider the Level One record, any additional information provided at prior to the Level Two ~~conference~~ hearing, and any other relevant documents or information the ~~Superintendent or designee~~ hearing officer believes will help resolve the complaint.

Recordings of the Level One and Level Two ~~conferences~~ hearings, if any, shall be maintained with the Level One and Level Two records.

Level Three

If the ~~student or parent~~ complainant did not receive the relief requested at Level Two or if the time for a ~~response~~ decision has expired, the ~~student or parent~~ complainant may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~ 20 calendar days of the date of the ~~written~~ Level Two ~~response~~ decision or, if no ~~response was received~~, ~~within ten~~ decision has been communicated to the complainant, within 20 calendar days of the Level Two ~~response~~ decision deadline.

~~The Superintendent or designee shall inform the student or parent of the date, time, and place of the Board~~ Unless the Board delegates a committee in accordance with law, the Board shall hear the appeal of the Level Two decision.

After receiving notice of the appeal, the Board or Board committee shall hold a meeting to discuss the complaint no later than 60 calendar days after the date on which the Level Two decision was made.

The Superintendent shall inform the complainant whether the Board or a Board committee will hear the appeal and of the date,

time, and place of the meeting at which the complaint will be on the agenda for presentation to the Board or Board committee.

~~The Superintendent or designee shall provide the Board the record of the Level Two appeal. The student or parent~~At least five business days before the Board or Board committee meeting, the Superintendent shall provide the complainant a description of any information the Board intends to rely on that is not contained in the record created at the previous hearing levels, including any preliminary hearing.

The Superintendent shall provide the Board the record of the Level Two appeal. The complainant may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. ~~The written response~~Any other documents submitted by the complainant at Level Two.
- 3.4. The decision issued at Level Two and any attachments.
- 4.5. All other documents relied upon by the administration in reaching the Level Two decision.

~~The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the student or parent notice of the nature of the evidence at least three days before the hearing.~~

~~The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]~~

The complainant may request that the complaint be heard in open or closed meeting. The District shall honor that request unless the Texas Open Meetings Act or other applicable law requires otherwise. [See BE]

At the meeting, the presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the ~~student or parent~~complainant and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. ~~The Board shall hear the complaint and may re-~~

~~quest that the administration provide an explanation for the decisions at the preceding levels.~~ members.

In addition to any other record of the ~~Board~~ meeting required by law, the Board ~~or Board committee~~ shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the ~~student complainant~~ or ~~parent or the student's~~ the complainant's representative, any presentation from the administration, and questions from ~~the Board~~ members with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board ~~or Board committee~~ shall then consider the complaint. It ~~may give notice of its~~ shall make a decision ~~orally or in writing at any time up to and including the next regularly scheduled Board meeting.~~ If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at ~~Level Two~~ no later than 30 calendar days after the date of the Board or Board committee meeting at which the complaint was presented. The complainant shall be provided a decision in accordance with this policy and state law.

**Student Code of Conduct**

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

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

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

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

Revisions

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

**Extracurricular Standards of Behavior**

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

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

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

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

**“Parent” Defined**

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

**General Discipline Guidelines**

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

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

**Corporal Punishment**

Corporal punishment may be used as a discipline management technique in accordance with this policy and the Student Code of Conduct.

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

Guidelines

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

1. The student shall be told the reason corporal punishment is being administered.

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

Disciplinary  
Records

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

**Physical Restraint**

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

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

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

**Video and Audio  
Monitoring**

Video and audio recording equipment ~~shall~~may be used for safety purposes to monitor student behavior on District property.

~~The~~When video and audio recording equipment is in use, the District shall post signs notifying students and parents about the District's use of video and audio recording equipment. Students shall not be notified when the equipment is turned on.

Use of Recordings

The principal shall review recordings as needed, and evidence of student misconduct shall be documented. A student found to be in

STUDENT DISCIPLINE

FO  
(LOCAL)

violation of the District's Student Code of Conduct shall be subject to appropriate discipline.

Access to  
Recordings

Recordings shall remain in the custody of the campus principal and shall be maintained as required by law. A parent or student who wishes to view a recording in response to disciplinary action taken against the student may request such access under the procedures set out by law. [See FL(LEGAL)]

## Complaints

In this policy, the terms “complaint” and “grievance” shall have the same meaning.

### Other Complaint Processes

Complaints by members of the public shall be filed in accordance with this policy, except as required by the policies listed below. Some of these policies require appeals to be submitted in accordance with GF after the relevant complaint process:

1. Complaints concerning instructional resources shall be ~~filed-~~ **submitted** in accordance with the EF series.
2. Complaints concerning a commissioned peace officer who is an employee of the District shall be ~~filed~~ **submitted** in accordance with the CKE series.

Complaints regarding refusal of entry to or ejection from District property based on Education Code 37.105 shall be filed in accordance with this policy. However, the timelines shall be adjusted as necessary to permit the complainant to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See GKA(LEGAL)]

## ~~Guiding Principles~~ Informal Process

The Board encourages the public to discuss concerns with an appropriate administrator who has the authority to address the concerns. Concerns should be expressed as soon as possible to allow early resolution at the lowest possible administrative level.

Informal resolution shall be encouraged but shall not extend any deadlines in this policy, except by mutual written consent.

## Filing Deadlines

If a member of the public has engaged in the informal process in an attempt to resolve the complaint with the District and has not reached a resolution during the process, the individual must file a complaint within 15 business days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance.

## Deadline Extensions

All deadlines shall be strictly followed unless otherwise required by law or modified by mutual written consent.

## Formal Process

An individual may initiate the formal process described below by timely filing a written complaint form.

~~Even after initiating the formal complaint process, individuals are encouraged to seek informal resolution of their concerns. An individual whose concerns are resolved may withdraw a formal complaint at any time.~~

~~The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any~~

~~level.~~ The process described in this policy shall not be construed to create new or additional rights beyond those granted by law or Board policy, nor to require a full evidentiary hearing or “mini-trial” at any level.

The complaint form shall be filed with the lowest level administrator who has the authority to remedy the alleged problem. In most circumstances, the individual shall file a Level One complaint with the campus principal for any complaint on a matter related to a campus. For a complaint that arises on a matter that is unrelated to a campus, the complaint shall be filed with the appropriate District-level administrator.

If the subject matter of the complaint requires a Board decision, is a complaint about a Board member, or is a complaint about the Superintendent, the complaint shall be initiated at the Board level. A preliminary hearing to develop a record or recommendation for the Board may be conducted by an appropriate administrator.

A Board member shall be permitted to file a complaint under this policy, but, if the complaint is considered by the Board or Board committee, the Board member shall be prohibited from voting on the Board’s or Board committee’s decision.

If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.

Option to Continue Informal Process

Even after initiating the formal complaint process, the complainant is encouraged to seek informal resolution of their concerns. A complainant whose concerns are resolved may withdraw a formal complaint at any time.

Notice of Complaint

A District employee against whom a complaint has been filed shall be provided notice of the complaint in accordance with administrative regulations. The employee shall have sufficient opportunity to submit a written response to the complaint that shall be included in the record of the complaint.

**Freedom from Retaliation**

Neither the Board nor any District employee shall unlawfully retaliate against any individual for bringing a concern or complaint.

**General Provisions**

Filing

Complaint forms and appeal notices may be filed by hand-delivery, by electronic communication, ~~including email and fax,~~ or by U.S. Mail. Hand-delivered filings shall be timely filed if received by the appropriate administrator or designee by the close of business on the deadline. Filings submitted by electronic communication shall be timely filed if they are received by the close of business on the deadline, as indicated by the date/time shown on the electronic

communication. Mail filings shall be timely filed if they are post-marked by U.S. Mail on or before the deadline and received by the appropriate administrator or designated representative no more than three **business** days after the deadline.

Scheduling  
~~Conferences~~Hearin  
gs

The District shall make reasonable attempts to schedule ~~confer-  
ences~~hearings at a mutually agreeable time. If the ~~individual~~com-  
plainant fails to appear at a scheduled ~~conference~~hearing, the Dis-  
trict may hold the ~~conference~~hearing and issue a decision in the  
~~individual's~~complainant's absence.

Response  
At Levels One and  
Two,  
"response"Decision

A "decision" shall mean a written communication to the ~~individual-  
complainant~~ from the appropriate administrator. ~~Responses may  
be hand-delivered, sent by electronic communication to the individ-  
ual's email address of record, or sent by U.S. Mail to the individ-  
ual's mailing address of record. Mailed responses that provides an~~  
explanation of the basis of the decision, an indication of each docu-  
ment that supports the decision, and any relief or redress to be  
provided. A decision shall be issued on the merits of the concern  
raised in the complaint notwithstanding any procedural errors or  
the type of relief or redress requested.

The decision shall also include information regarding the filing of  
an appeal in accordance with this policy. After a hearing at Level  
Three, the decision shall include information on submitting an ap-  
peal to the commissioner.

A decision may be hand-delivered, sent by electronic communica-  
tion to the complainant's email address of record, or sent by U.S.  
Mail to the complainant's mailing address of record. Mailed deci-  
sions shall be timely if they are postmarked by U.S. Mail on or be-  
fore the deadline.

Days

~~"Days" shall mean District business days, unless otherwise noted.  
In calculating timelines under this policy, the day a document is  
filed is "day zero." The following business day is "day one."~~

Representative

"Representative" shall mean any person who or organization that is  
designated by ~~an individual~~a complainant to represent the ~~individu-  
al~~complainant in the complaint process.

The ~~individual~~complainant may designate a representative through  
written notice to the District at any level of this process. ~~If the indi-  
vidual~~The representative may participate in person or by telephone  
conference call. If the complainant designates a representative  
with fewer than three **business** days' notice to the District before a  
scheduled ~~conference or~~hearing, the District may reschedule the  
~~conference or~~hearing to a later date, if desired, in order to include  
the District's counsel. The District may be represented by counsel  
at any level of the process.

Consolidating  
Complaints

~~Complaints arising out of an event or a series of related events shall be addressed in one complaint. An individual shall not file~~To promote efficiency in addressing complaints, the appropriate administrator shall determine if separate or serial complaints arising from ~~any~~an event or series of ~~events that have been or could have been addressed in a previous complaint.~~

Untimely Filings

~~All time limits shall be strictly followed unless modified by mutual written consent.~~

~~If a complaint form or appeal notice is not timely filed, the complaint may be dismissed, on written notice to the individual, at any point during the complaint process. The individual may appeal the dismissal by seeking review in writing within ten days from the date of the written dismissal notice, starting at the level at which the complaint was dismissed. Such appeal shall be limited to the issue of timeliness~~related events shall be consolidated.

Costs Incurred

Each party shall pay its own costs incurred in the course of the complaint.

Complaint and  
Appeal Forms

Complaints and appeals under this policy shall be submitted ~~in~~ writing on a form provided by the District.

Copies of any documents that support the complaint should be ~~at-~~attached to included with the complaint form. If the ~~individual~~complainant does not have copies of these documents, ~~they~~copies may be presented at the Level One ~~conference~~hearing. After the Level One ~~conference~~, ~~no new documents may be submitted by the individual unless the individual did not know the documents existed before the Level One conference~~hearing, the complainant may supplement the record with additional documents or include additional claims.

Record

A record of each complaint hearing shall be created and retained in accordance with this policy. The record shall include documents submitted by the complainant, documents determined relevant by District personnel, and the decision.

Remand

A complaint or appeal form that is incomplete in any material aspect ~~may~~shall be ~~dismissed but may be refiled with all the required information if the refiling is within the designated time for filing~~re-filed, if at Level One, and remanded at all other levels in order to develop an adequate record of the complaint.

If an adequate record has not been developed, the appropriate administrator may remand the complaint to a lower level. The Board or Board committee may remand a complaint to a lower level if at the Board level of review an adequate record has not been developed.

### Assignment of Hearing Officer

When a District employee is the subject of a complaint, the hearing shall be conducted by an administrator who is in a supervisory or higher organizational role. The District employee who is the subject of the complaint shall recuse themselves from reviewing the complaint at any level in the process.

### Level One

Complaint forms must be filed:

- ~~3. Within 15 days of the date the individual first knew, or with reasonable diligence should have known, of the decision or action giving rise to the complaint or grievance; and~~
- ~~4. With the lowest level administrator who has the authority to remedy the alleged problem.~~

~~If the only administrator who has authority to remedy the alleged problem is the Superintendent or designee, the complaint may begin at Level Two following the procedure, including deadlines, for filing the complaint form at Level One.~~

~~If the complaint is not filed with the appropriate administrator, the receiving administrator must note the date and time the complaint form was received and immediately forward the complaint form to the appropriate administrator.~~

~~The appropriate administrator shall investigate as necessary and schedule a conference with the individual within ten days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.~~

~~Absent extenuating circumstances, the administrator shall provide the individual a written response within ten days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the administrator may collect information provided at the Level One conference and any other relevant documents or information the administrator~~ **Investigation**

The District may conduct an investigation at any level in the complaint process. If the District and the complainant mutually agree, all deadlines shall be suspended during an investigation.

At Level One, the appropriate hearing officer shall hold a hearing with the complainant within 10 calendar days after receipt of the written complaint. The hearing officer may set reasonable time limits for the hearing.

The hearing officer shall provide the complainant a decision within 20 calendar days following the hearing. In reaching a decision, the hearing officer may consider information provided with the complaint form and any other relevant documents or information the hearing officer believes will help resolve the complaint.

If the ~~individual~~ complainant did not receive the relief requested at Level One or if the time for a ~~response~~ decision has expired, ~~he or she~~ the complainant may request a ~~conference with the Superintendent or designee~~ hearing at Level Two to appeal the Level One decision.

The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~ 20 calendar days of the date of the ~~written~~ Level One ~~response~~ decision or, if no ~~response was received,~~ ~~within ten~~ decision has been communicated to the complainant, within 20 calendar days of the Level One ~~response~~ decision deadline.

After receiving notice of the appeal, the Level One ~~administrator~~ hearing officer shall prepare and forward a record of the Level One complaint to the Level Two ~~administrator~~. ~~The individual may request~~ hearing officer and provide a copy of the Level One record to the complainant.

The Level One record shall include:

1. The original complaint form and any attachments.
2. ~~All~~ Any other documents submitted by the ~~individual~~ complainant at Level One.
3. ~~The~~ If the complaint is against a District employee, the written response of the District employee, if any.
- ~~3.4.~~ 4. The decision issued at Level One and any attachments.
- ~~4.5.~~ 5. All other documents relied upon by the Level One ~~administrator~~ hearing officer in reaching the Level One decision.

The ~~Superintendent or designee shall schedule a conference within ten~~ hearing officer shall hold a hearing within 10 calendar days after the appeal notice is filed. The ~~conference shall be lim-~~

~~ited to the issues and documents considered at Level One. At the conference, the individual may provide information concerning any documents or information relied upon by the administration for the Level One decision. The Superintendent or designee may set reasonable time limits for the conference.~~ hearing officer may set reasonable time limits for the hearing.

The ~~Superintendent or designee~~ hearing officer shall provide the ~~individual a written response within ten~~ complainant a decision within 20 calendar days following the ~~conference.~~ The written response shall set forth the basis of the ~~decision.~~ hearing. In reaching a decision, the ~~Superintendent or designee~~ hearing officer may consider the Level One record, any additional information provided at prior to the Level Two ~~conference~~ hearing, and any other relevant documents or information the ~~Superintendent or designee~~ hearing officer believes will help resolve the complaint.

Recordings of the Level One and Level Two ~~conferences~~ hearings, if any, shall be maintained with the Level One and Level Two records.

### Level Three

If the ~~individual~~ complainant did not receive the relief requested at Level Two or if the time for a ~~response~~ decision has expired, he or she may appeal the decision to the Board.

The appeal notice must be filed in writing, on a form provided by the District, within ~~ten~~ 20 calendar days of the date of the ~~written~~ Level Two ~~response~~ decision or, if no ~~response was received,~~ within ~~ten~~ decision has been communicated to the complainant, within 20 calendar days of the Level Two ~~response~~ decision deadline.

~~The Superintendent or designee shall inform the individual of the date, time, and place of the Board.~~ Unless the Board delegates a committee in accordance with law, the Board shall hear the appeal of the Level Two decision.

After receiving notice of the appeal, the Board or Board committee shall hold a meeting to discuss the complaint no later than 60 calendar days after the date on which the Level Two decision was made.

The Superintendent shall inform the complainant whether the Board or a Board committee will hear the appeal and of the date, time, and place of the meeting at which the complaint will be on the agenda for presentation to the Board or Board committee.

~~The Superintendent or designee shall provide the Board the record of the Level Two appeal. The individual~~ At least five business days before the Board or Board committee meeting, the Superintendent

shall provide the complainant a description of any information the Board intends to rely on that is not contained in the record created at the previous hearing levels, including any preliminary hearing.

The Superintendent shall provide the Board the record of the Level Two appeal. The complainant may request a copy of the Level Two record.

The Level Two record shall include:

1. The Level One record.
2. The notice of appeal from Level One to Level Two.
3. ~~The written response~~ Any other documents submitted by the complainant at Level Two.
- ~~3-4.~~ 4. The decision issued at Level Two and any attachments.
- ~~4-5.~~ 5. All other documents relied upon by the administration in reaching the Level Two decision.

~~The appeal shall be limited to the issues and documents considered at Level Two, except that if at the Level Three hearing the administration intends to rely on evidence not included in the Level Two record, the administration shall provide the individual notice of the nature of the evidence at least three days before the hearing.~~

~~The District shall determine whether the complaint will be presented in open or closed meeting in accordance with the Texas Open Meetings Act and other applicable law. [See BE]~~

The complainant may request that the complaint be heard in open or closed meeting. The District shall honor that request unless the Texas Open Meetings Act or other applicable law requires otherwise. [See BE]

At the meeting, the presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the individual complainant and administration to each make a presentation and provide rebuttal and an opportunity for questioning by the Board. ~~The Board shall hear the complaint and may request that the administration provide an explanation for the decisions at the preceding levels.~~ members.

In addition to any other record of the Board meeting required by law, the Board or Board committee shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the individual complainant or his or her the complainant's representative, any presentation from the administration, and questions from the Board members with re-

sponses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board or Board committee shall then consider the complaint. It ~~may give notice of its~~ shall make a decision ~~orally or in writing at any time up to and including the next regularly scheduled Board meeting. If the Board does not make a decision regarding the complaint by the end of the next regularly scheduled meeting, the lack of a response by the Board upholds the administrative decision at Level Two~~ no later than 30 calendar days after the date of the Board or Board committee meeting at which the complaint was presented. The complainant shall be provided a decision in accordance with this policy and state law.

**Access to District Property**

Authorized District officials, including school resource officers and District police officers if applicable, may refuse to allow a person access to property under the District's control in accordance with law.

District officials may request assistance from law enforcement in an emergency or when a person is engaging in behavior rising to the level of criminal conduct.

**Ejection or Exclusion under Education Code 37.105**

In accordance with Education Code 37.105, a District official shall provide a person refused entry to or ejected from property under the District's control written information explaining the right to appeal such refusal of entry or ejection under the District's grievance process.

A person appealing under the District's grievance process shall be permitted to address the Board in person within 90 calendar days of filing the initial complaint, unless the complaint is resolved before the Board considers it. [See FNG and GF]

**Off-Campus Activities**

Employees shall be designated to ensure appropriate conduct of participants and others attending a school-related activity at non-District or out-of-District facilities. Those so designated shall coordinate their efforts with persons in charge of the facilities.

**Prohibitions**

Tobacco and E-Cigarettes

The District prohibits smoking and the use of tobacco products, e-cigarettes, or other electronic vaporizing devices on District property, in District vehicles, or at school-related activities.

Weapons

The District prohibits the unlawful use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on all District property at all times.

*Exceptions*

No violation of this policy occurs when:

1. ~~A Texas~~ An individual who holds a handgun license holder in accordance with state law stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, as long as the handgun or other firearm is not in plain view; or
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

## PROPOSAL

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NOVEMBER 10 , 2025

RIO VISTA HIGH SCHOOL  
200 CAPPS ST  
RIO VISTA, TEXAS 76093  
ATTN: MATTHEW WOODARD

### RE: TRACK ASPHALT REPAIRS

**PRO TECH TRACK & TENNIS , INC . hereby agrees to provide all labor, materials, and equipment to perform the following scope of work:**

#### SCOPE OF WORK

- *Asphalt Repairs*
  - o *994 LF inside curb*
  - o *1001 LF outside curb*

*TOTAL \$ 24,980.00*

*Asphalt repairs are required before the final surfacing of the track. Pro Tech Track & Tennis Inc. does not provide warranty coverage or install surfacing if asphalt repairs are needed. All asphalt repairs should be completed prior to surfacing.*

#### EXCLUSIONS

- *Permits*
- *Utilities*
- *Any site or drainage work*
- *Costs/Contingencies for underground utilities that have not been identified by owner*
- *Allowances/Contingencies other than specified above*
- *Temporary fencing*
- *Electrical work*
- *Site security*
- *The owner shall provide ingress/egress for all personnel, equipment, and materials; typical construction traffic should be expected for the duration of this project/contract.*
- *No bonding is included in this proposal. If bonding is required there will be percentage fee*

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#### CONDITIONS

- **PRO TECH TRACK & TENNIS , INC to provide general liability, automotive and workman's compensation insurance coverage as required**
- *PRO TECH TRACK & TENNIS , INC will provide project final clean-up of work area relating to scope of work*
- *OWNER will be responsible for providing the necessary water to complete the entire scope of work*
- *If color or design selection changes after approved selection, additional costs will be incurred and Owner shall grant PRO TECH TRACK & TENNIS, INC. extension of time for the delay.*

#### WARRANTY

*PRO TECH TRACK & TENNIS, INC. warrants and guarantees that it shall perform all work in a good and workmanlike manner, in conformity with design and industry standards. Neglect of product and/or vandalism is not under warranty. An act of God is not covered under warranty. PRO TECH TRACK & TENNIS, INC. provides a 3-year warranty on base mat surfacing*

only. A five-year warranty is provided when the base mat and structural spray are installed concurrently. **The warranty is from the date of substantial completion.**

PRO TECH TRACK & TENNIS, INC. does not provide a warranty for surfacing issues resulting from architectural drainage problems.

#### **SCHEDULING**

All project activity shall be scheduled and coordinated with PRO TECH TRACK & TENNIS, INC. **No work will take place during days when inclement weather is apparent. Necessary extensions in time may be required due to complications resulting from weather and / or conditions out of control of PRO TECH TRACK & TENNIS, INC. OWNER will be responsible for vandalism during the construction process.**

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#### **CONTACTS**

JOE PHILLIPS Point of contact, Project Manager, Owner/President PRO TECH TRACK & TENNIS, INC.

903-570-7343 cell

903-894-6461 office

JODY PHILLIPS Office Manager, Accounts

prtchtracktennis@aol.com

PROPOSAL OFFERED BY:  
JOE PHILLIPS  
PRO TECH TRACK & TENNIS, LLC  
PO BOX 8024  
TYLER, TEXAS 75711  
903-570-7343



# BUILD RESURFACE REPAIR

## PROTECH TRACK & TENNIS

PRO TECH TRACK & TENNIS INC HAS BEEN BUILDING, RESURFACING AND REPAIRING TENNIS COURTS, SPORT COURTS, PICKLEBALL COURTS, AND TRACKS SINCE 1991.

BASED IN TYLER, TEXAS

### RUNNING TRACKS

AN INDUSTRY LEADER IN TURN-KEY TRACK CONSTRUCTION, SURFACE INSTALLATION, RESURFACING, STRIPING AND REPAIR.



HOLLY TREE COUNTRY CLUB, TYLER TEXAS

### PICKLEBALL COURTS

PRO TECH PROVIDES TOP QUALITY SURFACES, TENNIS-TO-PICKLEBALL CONVERSIONS, CONSTRUCTION, AND RENOVATION.

### TENNIS COURTS

WE OFFER FULL TURN-KEY POST-TENSION COURT CONSTRUCTION, POST-TENSION CAPS, RESURFACING, REPAIR AND MORE.



UNIVERSITY OF TEXAS AT TYLER

### SPORT COURTS

BASKETBALL, FOUR SQUARE, HOPSCOTCH WALKING TRACKS, AND BEYOND - WE CAN BRING YOUR SPORT COURT DREAMS TO LIFE.



**PROTECH**  
TRACK & TENNIS

JOE PHILLIPS 903.570.7343  
PRTCHTRACKTENNIS@AOL.COM

SCAN ME!





CENTRAL APPRAISAL DISTRICT OF JOHNSON COUNTY  
109 N. MAIN, CLEBURNE, TX 76033

## Official Ballot

### Board of Directors 2026 - 2029 Election

Each taxing unit is entitled to cast its allocated number of votes for one or more of the nominees listed below.

Votes may be distributed among the nominees in any proportion desired, but the total number of votes cast may not exceed the total votes allocated to your taxing unit.

Votes must be cast by resolution of the governing body of the taxing unit in accordance with Texas Property Tax Code §6.03(f).

Nominees	Votes Cast
Ignacio Hernaiz	
Jason Marbut	
Peter Svendsen	

## Certification of Governing Body Resolution

The votes recorded above were cast by official action of the governing body of the taxing unit, as authorized by the resolution indicated below.

**Resolution No.:** \_\_\_\_\_ **Adoption Date:** \_\_\_\_\_  
**Taxing Unit:** \_\_\_\_\_  
**Authorized Representative:** \_\_\_\_\_  
**Title:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

*Please return this completed ballot and a copy of the resolution by December 15, 2025.  
jcad@johnsoncad.net - 109 N. Main St. Cleburne TX 76033*