

Spring Independent School District

16717 Ella Blvd. • Houston, Texas 77090 • Tel. 281.891.6000



BOARD OF TRUSTEES WORK SESSION 6:00 PM, SEPTEMBER 3, 2020 VIDEO CONFERENCE

AGENDA

Special Video Conference and Teleconference Notice

A meeting of the Board of Trustees of the Spring Independent School District will be held on September 3, 2020, beginning at 6:00 PM.

Due to health and safety concerns related to the COVID-19 coronavirus, this meeting will be conducted by video conference or telephone call. At least a quorum of the board will be participating by video conference or telephone call in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Due to cybersecurity concerns experienced by public organizations across the nation related to virtual public meetings, and in accordance with the suspension of certain portions of the Open Meetings Act by order of the governor, public comments related to this meeting will be handled as follows: members of the public may submit comments related to agenda topics through the District's Elevate platform, located at <https://www.springisd.org/elevate>.

Members of the public may access this meeting as follows:

Links to access this meeting will be made available at least 30 minutes prior to the meeting start time on the following webpage: <https://www.springisd.org/Page/6178>.

I. Call to Order

The Board President will call the meeting to order.

II. Minutes from Prior Meetings

The Board will review the minutes from the prior month's meetings.

- | | |
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| A. August 6, 2020 Board Work Session | 5 |
| B. August 11, 2020 Regular Meeting | 12 |

III. Opening Remarks 20

The Superintendent will make remarks and announcements.

IV. Presentations

- | | |
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| A. Administrative Update on 2020-21 School Year Plan | 21 |
| A presentation will be made to provide an Administrative Update on the 2020-21 School Year Plan, including supports for Special Education Students. | |
| B. Asynchronous Instructional Plan | 23 |

A presentation will be made on the Asynchronous Instructional Plan.

V. General Counsel

- | | |
|--|-----|
| A. Resolution Regarding School Closures Due to Hurricane Laura | 24 |
| The Board will consider adopting the Resolution Regarding School Closures Due to Hurricane Laura. | |
| B. Resolution for the Spring Independent School District Board of Trustees to Cancel the 2020 Trustee Election | 26 |
| The Board will consider adopting a resolution to cancel the 2020 Trustee Election. | |
| (The Board may take action on this item at the Work Session) | |
| C. Modification to Instructional Calendar to Close for Election Day | 29 |
| The Board will consider approving the modified instructional calendar as presented by the administration. | |
| D. Notification of Legal Policies Revised by the Texas Association of School Boards (TASB) in Update 115 | 31 |
| Jeremy Binkley will present information regarding Legal Policies revised in TASB Update 115. | |
| E. First Reading of TASB Local Update 115 – Proposed Revisions Affecting the Following Board Policies | |
| Jeremy Binkley will present the first reading of Local Policies revised in TASB Update 115. | |
| 1. BF(LOCAL) – BOARD POLICIES | 51 |
| 2. DED(LOCAL) – COMPENSATION AND BENEFITS – VACATIONS AND HOLIDAYS | 55 |
| 3. DIA(LOCAL) – EMPLOYEE WELFARE – FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION | 58 |
| 4. DMD(LOCAL) – PROFESSIONAL DEVELOPMENT – PROFESSIONAL MEETINGS AND VISITATIONS | 68 |
| 5. EI(LOCAL) – ACADEMIC ACHIEVEMENT | 70 |
| 6. FB(LOCAL) – EQUAL EDUCATIONAL OPPORTUNITY | 72 |
| 7. FD(LOCAL) – ADMISSIONS | 76 |
| 8. FEB(LOCAL) – ATTENDANCE – ATTENDANCE ACCOUNTING | 80 |
| 9. FFG(LOCAL) – STUDENT WELFARE – CHILD ABUSE AND NEGLECT | 83 |
| 10. FFH(LOCAL) – STUDENT WELFARE – FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION | 89 |
| 11. FMF(LOCAL) – STUDENT ACTIVITIES – CONTESTS AND COMPETITIONS | 101 |
| 12. FNG(LOCAL) – STUDENT RIGHTS AND RESPONSIBILITIES – STUDENT AND PARENT COMPLAINTS/GRIEVANCES | 104 |
| 13. GF(LOCAL) – PUBLIC COMPLAINTS | 113 |

VI. Chief Innovation and Equity Officer

- | | |
|---|-----|
| A. Interlocal Agreement Between Lone Star College System - North Harris and Spring Independent School District | 119 |
| The Board will consider approving the proposed Interlocal Agreement with Lone Star College System - North Harris. | |

VII. Chief Financial Officer

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|---|-----|
| A. Taxpayer Refunds | 121 |
| The Board will consider ratifying taxpayer refunds. | |
| B. Report of Cooperative Purchases Exceeding \$50,000 | 125 |
| The Board will review the report to be aware of purchasing cooperative orders processed during the period referenced in the report. | |
| C. Certification of Anticipated Collection Rate for Spring Independent School District | 128 |
| The Board will consider approving the Certification of Anticipated Collection Rate for Spring Independent School District. | |
| D. Interlocal Agreement Between Spring Independent School District and Klein Independent School District for Records Storage | 130 |
| The Board will consider approving the interlocal agreement for records storage services to be provided by Spring ISD to Klein ISD. | |
| E. Interlocal Agreement with Harris County Regarding Project Connectivity | 133 |
| The Board will consider approving the Interlocal Agreement with Harris County Regarding Project Connectivity. | |

VIII. Closed Session

There will be a closed session in accordance with Texas Government Code Section 551.001 et. seq.

- A. Under Section 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized, including any item posted on this agenda
- B. Under Section 551.072 - For the purpose of discussing the purchase, exchange, lease, or value of real property
- C. Under Section 551.074 - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee
 - 1. The Board will deliberate regarding the Superintendent's evaluation and goals
 - 2. The Board will deliberate on employees nominated for special recognition
 - 3. The Board will deliberate on a recommendation for the termination and finding of no good cause for an employee's abandonment of contract
 - 4. The Board will deliberate on the issuance of school district teaching permits for noncore career and technology courses
 - 5. The Board will deliberate on employee resignations, recommendations to withdraw prior actions taken, recommendations to void employee contracts, recommendations for the proposed termination of employees on probationary and/or term contracts, recommendations for the proposed nonrenewal of employees on term contracts, recommendations for termination at the end of the year for employees on probationary contracts, and final orders for employees on term and probationary contracts previously proposed for termination and/or nonrenewal
- D. Under Section 551.076 - To consider the deployment, or specific occasions for implementation, of security personnel or devices

IX. Action on Closed Session Items

The Board may take action on items discussed in closed session.

X. Adjournment

The Board President will adjourn the meeting.

Closed Session Authorization

If during the course of the meeting covered by this notice the board should determine that a closed or executive meeting or session of the board should be held or is required regarding an item posted on the Agenda, then such closed or executive meeting or session as authorized by Chapter 551 of the Texas Government Code (the Open Meetings Act) will be held by the board at the date, hour, and place given in this notice or as soon after the commencement of the meeting covered by this notice as the board may conveniently meet in such closed or executive session concerning any and all subjects and for any and all purposes permitted by Section 551.071 through Section 551.084 inclusive of said Open Meetings Act including, but not limited to:

- Section 551.071 –** For the purpose of a private consultation with the board's attorney on any or all subjects or matters authorized;
- Section 551.072 –** For the purpose of discussing the purchase, exchange, lease, or value of real property;
- Section 551.073 –** For the purpose of discussing negotiated contracts for prospective gifts or donations to the District;
- Section 551.074 –** For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee;
- Section 551.076 –** To consider the deployment, or specific occasions for implementation, of security personnel or devices;
- Section 551.082 –** For the purpose of considering discipline of a public school child or children, or to hear a complaint or charge brought against a school district employee by another school district employee;
- Section 551.0821 –** For the purpose of deliberating a matter regarding a public school student if personally identifiable information about the student will necessarily be revealed by the deliberation;
- Section 551.083 –** For the purpose of considering the standards, guidelines, terms, or conditions the board will follow, or instruct its representatives to follow, in consultation with representatives of employee groups in connection with consultation agreements provided for by Section 13.901 and/or Section 11.151(b) of the Texas Education Code; and
- Section 551.084 –** For the purpose of excluding any witness or witnesses from a hearing during the examination of another witness.

Should any final action, final decision, or final vote be required in the opinion of the board with regard to any matter considered in such closed or executive session, then such final action, final decision, or final vote shall be at either:

- a. the open meeting covered by this notice upon the reconvening of this public meeting; or
- b. a subsequent public meeting of the board upon notice thereof, as the board shall determine.



**BOARD OF TRUSTEES
WORK SESSION
6:00 PM, AUGUST 6, 2020
VIDEO CONFERENCE**

MINUTES

I. Call to Order (6:04 PM)

President Rhonda Newhouse called the Work Session of the Spring Independent School District Board of Trustees to order at 6:04 PM on August 6, 2020, via video conference in accordance with Chapter 551 of the Texas Government Code.

Members Present:

Rhonda Newhouse, President
Dr. Deborah Jensen, Vice President
Donald Davis, Secretary
Winford Adams, Jr., Assistant Secretary
Justine Durant
Jana Gonzales
Kelly P. Hodges

Members Absent:

Others Present:

Rodney Watson, Superintendent of Schools
Ken Culbreath, Chief of Police
Julie Hill, Chief of Human Resources and Human Capital Accountability
Lupita Hinojosa, Chief Innovation and Equity Officer
Khechara Bradford, Chief Academic Officer
Mark Miranda, Executive Chief of District Operations
Ann Westbrook, Chief Financial Officer
Tiffany Dunne-Oldfield, Chief of Innovation and Communications
Jeremy Binkley, General Counsel
Jason Sheffer, Director of Board Services

II. Minutes from Prior Meetings (6:15 PM)

The Board reviewed the minutes from prior meetings.

- A. June 4, 2020 Board Work Session
- B. June 9, 2020 Regular Meeting
- C. June 23, 2020 Special Called Session
- D. June 29, 2020 Special Called Session
- E. June 30, 2020 Special Called Session

III. Opening Remarks (6:16 PM)

Dr. Rodney Watson discussed the start of school reminding everyone that all of our students will be starting in the Empowered Learning at Home model for the first four weeks due to the level of COVID-19 in our community and our attendance areas.

Next Dr. Watson described the events of the last two weeks which included hosting staff and community town hall meetings to ensure everyone is aware of the plans for the start of the school year and the safety protocols that were developed. In addition, the plans were shared with the Greater Houston Partnership, Channel 13 News, and the Texas Black Caucus.

Dr. Watson noted that during the week, the Family and Community Engagement (FACE) team hosted parent sessions aimed at helping parents learn how to navigate Schoology, the District's learning management system. "Our first session was completely full. We had waiting room only, and so they've scheduled additional sessions for this next week." He added that the FACE team also hosted two information sessions with the Ministerial Alliance and community business partners, which provided an opportunity to present the Spring ISD reopening plan, as well as share some important information and answer their questions.

Dr. Watson then highlighted items on the Board meeting agenda including a presentation of the Annual Report from the School Health Advisory Council (SHAC), as well as a curriculum update.

Dr. Watson concluded by sharing a video. The video provided a glimpse of how the COVID-19 related safety protocols will be implemented on Spring ISD campuses.

IV. Presentations (6:22 PM)

A. 2019-2020 School Health Advisory Council (SHAC) Annual Report (6:22 PM)

Chief Lupita Hinojosa introduced a presentation on the 2019-2020 School Health Advisory Council (SHAC) Annual Report. Carmen Correa, Parent Co-Chair of the School Health Advisory Council, presented information including the SHAC mission and goals and the SHAC key accomplishments of 2019-2020. Tranita Carroll, Staff Co-Chair of the School Health Advisory Council, presented information on the parent engagement work of SHAC and priorities for 2020-2021.

B. Spring ISD EdCamp and Curriculum Update (6:38 PM)

Chief Khechara Bradford introduced a presentation on EdCamp, a professional development opportunity for all teachers that was held in July and an update on the District's curriculum work, Empowered Learning.

John Martinez, a Structured Integrated Learning Classroom (SILC) teacher at Reynolds Elementary, and Jennifer Richard, a Science teacher at Bammel Elementary, presented information on EdCamp, an event where fellow educators recommended the topics they want to learn about prior to the event. Topics ranged from technology tools, instructional strategies, best practices, and much more. Anyone in a session could share a tool, an idea, a tip, or their thoughts. Martinez and Richard shared EdCamp highlights, introduced the members of the EdCamp Leadership Team and shared information on EdCamp sessions.

Matthew Pariseau, Assistant Superintendent of Curriculum and Instruction, presented an Empowered Learning curriculum update. The update included important concepts,

definitions, an outline for 2020-2021, a demonstration of Schoology tools, and curriculum maps.

Chief Mark Miranda presented information on student support options including the distribution of Chromebooks, wi-fi hot spots, and the availability of low-cost Internet connection options.

V. Board of Trustees (7:27 PM)

- A. Order for and Notice of Trustee Election on November 3, 2020 (7:27 PM)
Jeremy Binkley, General Counsel, presented the Board with information regarding the Order and Notice of Trustee Election. The Order and Notice of Trustee Election allows the District to hold an election for the trustee positions with an expiring term (Position 4 and Position 5).
- B. Appointment of One Delegate and One Alternate for the 2020 TASB Delegate Assembly (7:28 PM)
Jeremy Binkley, General Counsel, presented the Board with information regarding the appointment of one delegate and one alternate to serve as Spring ISD's representatives at the 2020 TASB Delegate Assembly. Trustee Davis recommended that the Board appoint Trustee Jensen as the primary delegate. Trustee Adams agreed and recommended that the Board appoint Trustee Hodges as the alternate. Trustee Durant stated she was in full support of both appointments.

The Board will discuss this item again at the August 11, 2020 Regular Meeting.

- C. Endorsement of Candidate for Texas Association of School Boards (TASB), Region 4 (7:35 PM)
The Board discussed endorsing a candidate for Texas Association of School Boards (TASB), Region 4 Board of Directors.

Trustee Adams moved that the Board of Trustees endorse Darlene Breaux for TASB Region 4 Board of Directors. Trustee Hodges seconded the endorsement and the Board voted to endorse Darlene Breaux for TASB Region 4 Board of Directors. The vote passed with 5 in favor, 1 against (Trustee Davis) and 1 abstention (President Newhouse).

VI. Internal Auditor (7:44 PM)

- A. Internal Audit - Year End Progress Report FY 2019/2020, District Risk Analysis FY 2020/2021 and Internal Audit Plan FY 2020/2021 (7:44 PM)
Patricia Rios, Internal Auditor, presented the Board with information regarding the Internal Audit –Year End Progress Report FY 2019/2020, District Risk Analysis FY 2020/2021, and Internal Audit Plan FY 2020/2021. The information included an update on the District's internal audit plan, fraud hotline and a summary of activity funds, attendance and department internal audit reports.

VII. Chief of Human Resources and Human Capital Accountability (7:58 PM)

- A. 2020-2021 Spring ISD Staffing Guidelines – Revised (7:58 PM)
Chief Julie Hill presented the Board with information regarding the revised Spring ISD Staffing Guidelines for the 2020-2021 school year. In accordance with Board Policies DP(LOCAL) and DC(REGULATION), the Staffing Guidelines for the 2020-2021 school year were provided to the Board for approval.

B. 2020-2021 Spring ISD Compensation Manual (8:11 PM)

Chief Julie Hill presented the Board with information regarding the Compensation Manual for the 2020-2021 school year. In accordance with Board Policy DEA(LOCAL), the compensation manual for all district employees was provided to the Board for approval.

VIII. **Chief Academic Officer (8:18 PM)**

A. Spring Independent School District Student Code of Conduct (8:18 PM)

Chief Khechara Bradford presented the Board with information regarding the Student Code of Conduct. The Student Code of Conduct is the District's response to the requirements of Chapter 37 of the Texas Education Code (TEC). The foundation for the District's Student Code of Conduct is the 2019 Texas Association of School Boards (TASB) Model Student Code of Conduct. The goal of the District's Student Code of Conduct is to achieve and maintain order in the schools, to teach respect towards others, and responsible behavior. This Code provides information to parents and students regarding standards of conduct, consequences of misconduct, and procedures for administering discipline.

The Board will discuss this item again at the August 11, 2020 Regular Meeting.

IX. **Chief of Innovation and Communications (8:30 PM)**

A. PSAT/SAT Universal Testing Contract with College Board for Grades 8-12 (8:30 PM)

Chief Tiffany Dunne-Oldfield presented the Board with information regarding the PSAT/SAT Universal Testing Contract with College Board for Grades 8-12.

X. **Chief Innovation and Equity Officer (8:33 PM)**

A. Memorandum of Understanding (MOU) Between Texas A&M University and Spring Independent School District (8:33 PM)

Chief Lupita Hinojosa presented the Board with information regarding an MOU between Texas A&M University (TAMU) and Spring Independent School District. The purpose of this memorandum of understanding is to provide practicum experience for TAMU students in Spring ISD. The practicum placements will provide:

- a. learning activities which will assist TAMU students in meeting the objectives of coursework established by TAMU; and
- b. expanded capabilities for TAMU in providing services in accordance with the objectives of graduate education.

TAMU will establish practicum hours for the students and Spring ISD will review and approve. All TAMU students will follow all Spring ISD policies and procedures while participating in the practicum.

Spring ISD will provide on-site supervision by a LSSP (Licensed Specialist in School Psychology) for at least one hour per week. The Spring ISD LSSP will support and coach the TAMU practicum students and will complete appropriate paperwork required by TAMU for performance evaluation.

XI. **Chief Financial Officer (8:39 PM)**

A. Ratification/Approval of the Operation Connectivity Interlocal Acquisition Agreement with Region IV (8:39 PM)

Chief Ann Westbrook presented the Board with information regarding the Operation Connectivity Interlocal Acquisition Agreement with Region IV. Operation Connectivity is a joint effort among Governor Greg Abbott, the Texas legislature, and TEA to connect Texas's

5.5 million public school students with a device and reliable internet connection. The program will provide matching funds for districts to facilitate purchases of necessary devices and hotspots.

The Board has approved purchasing devices and District administration began the process to ensure all deadlines and requirements are met. Because the program involves an interlocal agreement with Region IV, the Board must ratify the agreement for it to be effective.

B. Taxpayer Refunds (8:45 PM)

Chief Ann Westbrooks presented the Board with a report of taxpayer refunds exceeding \$500.

C. Report of Cooperative Purchases Exceeding \$50,000 (8:45 PM)

Chief Ann Westbrooks presented the Board with a report consisting of purchases exceeding \$50,000 that were made by the District through one or more authorized purchasing cooperatives.

Date	Vendor	Description	Amount
5/19/2020	School Specialty Inc.	Furniture and Installation for Westfield H.S. – 9 th Grade Center**	\$582,062
5/19/2020	School Specialty Inc.	Instructional Materials for Pre-K for All Elementary Campuses and Bammel M.S.**	\$152,716
5/21/2020	Sterling Structures Inc.	Fire Suppression System for Gordon Anderson Leadership Center**	\$61,272
5/21/2020	Daniel Office Products	Medical Disposable Blue Mask	\$102,000
5/22/2020	Floors 2 Adore	Walkway Cover for Bus Area at Spring Leadership Academy	\$83,435
5/22/2020	School Specialty Inc.	Furniture and Installation for Dekaney H.S. – 9 th Grade Center**	\$555,767
5/22/2020	Sterling Structures Inc.	Westfield H.S. and Southridge Parking Expansion**	\$65,000
5/22/2020	GTS Technology Solutions, Inc.	Storage Cabinet, Gumdrop Case and Optical Mouse for Pre-K Chromebooks**	\$66,699
5/22/2020	GTS Technology Solutions, Inc.	Chromebooks for Pre-K**	\$328,944
5/27/2020	GTS Technology Solutions, Inc.	Gumdrop Cases	\$159,772
5/27/2020	School Specialty Inc.	Furniture and Installation for Spring H.S. – 9 th Grade Center**	\$529,642
5/27/2020	Cengage Learning	Textbooks	\$1,076,900
5/28/2020	Frog Street Press, LLC	Instructional Materials for Pre-K**	\$89,100
5/28/2020	High Point Sanitary Solutions	Hand Sanitizer, Face Shields and Multipurpose Wipes	\$159,090
5/29/2020	Lexia Learning System, LLC	Reading and Literacy Student License Subscription	\$65,775
5/29/2020	Layer3 Communications	Wireless System for Dekaney H.S. – 9 th Grade Center**	\$73,367
5/29/2020	Layer3 Communications	Telecommunications System for Dekaney H.S. – 9 th Grade Center**	\$53,536
5/29/2020	Layer3 Communications	Wireless System for Spring H.S. – 9 th Grade Center**	\$90,541
5/29/2020	Layer3 Communications	Telecommunications System for Spring H.S. – 9 th Grade Center**	\$53,834
6/1/2020	Floors 2 Adore	Marquee and Signage for Community Engagement Center	\$58,046
6/4/2020	Layer3 Communications	Wireless Support, Licensing and Maintenance	\$73,446
6/4/2020	SHI Government Solutions	License Renewal for Adobe Software Suite	\$86,400
6/4/2020	Dell Computer Corporation	Laptops for Staff	\$50,496
6/5/2020	Sterling Structures Inc.	Playground Equipment, Labor and Materials for Westfield H.S.	\$175,000
6/8/2020	Promaxima Manufacturing LTD	Athletic Equipment for Dekaney H.S.	\$54,215
6/8/2020	Microshare Inc.	ContentKeeper Mobile Filtering License	\$56,350
6/12/2020	Carahsoft Technology Corporation	Qualtrics Survey and Data Analysis Software	\$82,895
6/16/2020	Galls LLC	Equipment for District Police Officers	\$51,999

6/16/2020	High Point Sanitary Solutions	Hand Sanitizer and Wipes	\$288,693
6/17/2020	Education Advanced, Inc.	Staffing and Master Scheduling Implementation, Training, Setup and Integration Subscription	\$159,676
6/17/2020	Longhorn Bus Sales	Student Transportation Bus	\$252,592
7/1/2020	ALC Schools, LLC	Transportation for Homeless Students*	\$100,000
7/1/2020	Blackboard Connect, Inc.	Blackboard Connect K-12 Mass Notifications Services	\$146,281
7/1/2020	Goolsbee Tire Service Inc.	Tires*	\$100,000
7/1/2020	Kyrish Truck Center of Houston	Bus Labor and Parts*	\$270,000
7/1/2020	Longhorn Bus Sales	Bus Labor and Parts*	\$65,000
7/2/2020	K 12 Insight	K 12 Insight Subscription	\$103,500
7/2/2020	Thomas Bus Gulf Coast GP Inc.	Bus Labor and Parts*	\$220,000
7/2/2020	Layer3 Communications	Internet Monitoring and Mitigation System	\$120,496
7/6/2020	Dell Computer Corporation	Mobile Data Terminals**	\$58,323
7/6/2020	Dell Computer Corporation	Desktop Computers for Westfield H.S. – 9 th Grade Center**	\$151,738
7/6/2020	Dell Computer Corporation	Laptops with Dell Services, Optical Mouse and Briefcase for Westfield H.S. – 9 th Grade Center**	\$55,599
7/6/2020	Dell Computer Corporation	Desktop Computers for Westfield H.S. – 9 th Grade Center**	\$54,996
7/6/2020	Dell Computer Corporation	Desktop Computers for Spring H.S. – 9 th Grade Center**	\$109,393
7/6/2020	Dell Computer Corporation	Desktop Computers for Dekaney H.S. – 9 th Grade Center**	\$139,740
7/6/2020	Dell Computer Corporation	Laptops with Dell Services, Optical Mouse and Briefcase for Dekaney H.S. – 9 th Grade Center**	\$55,449
7/6/2020	Dell Computer Corporation	Desktop Computers for Dekaney H.S. – 9 th Grade Center**	\$53,378
7/6/2020	Automated Logic - Houston	HVAC System Maintenance for Various Campuses	\$80,010
7/6/2020	McKenna Contracting Inc.	Material, Labor and Equipment for District Wide Playgrounds	\$75,012
7/9/2020	Hunton Trane Services	Mechanical Select Maintenance for District Chillers for Various Locations	\$164,732
7/9/2020	GTS Technology Solutions, Inc.	Chromebooks, Google Chrome and Yes Basic Charging Cart	\$76,464
7/9/2020	High Point Sanitary Solutions	Latex and Nitrile Gloves	\$65,680
7/14/2020	Thomas Bus Gulf Coast GP Inc.	Diesel and Wheelchair Student Transportation Bus**	\$1,424,720
7/14/2020	GTS Technology Solutions, Inc.	Gumdrop Cases	\$124,568
7/14/2020	GTS Technology Solutions, Inc.	Chromebooks, Google Chrome License and Accidental Damage Protection	\$3,455,139
7/15/2020	Waste Management of Texas, Inc.	Trash Pick-Up*	\$368,186

* Blanket Purchase Order for anticipated annual spend.

**Bond Related Expenditures

XII. Closed Session (8:47 PM)

President Newhouse recessed the open session at 8:47 PM for the purpose of entering into closed session pursuant to the following provisions of the Texas Open Meetings Act:

- A. Under Section 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized, including any item posted on this agenda
- B. Under Section 551.072 - For the purpose of discussing the purchase, exchange, lease, or value of real property
- C. Under Section 551.074 - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee
 - 1. The Board will deliberate regarding the Superintendent's evaluation and goals

2. The Board will deliberate on employees nominated for special recognition
 3. The Board will deliberate on a recommendation for the termination and finding of no good cause for an employee's abandonment of contract
 4. The Board will deliberate on the issuance of school district teaching permits for noncore career and technology courses
 5. The Board will deliberate on employee resignations, recommendations to withdraw prior actions taken, recommendations to void employee contracts, recommendations for the proposed termination of employees on probationary and/or term contracts, recommendations for the proposed nonrenewal of employees on term contracts, recommendations for termination at the end of the year for employees on probationary contracts, and final orders for employees on term and probationary contracts previously proposed for termination and/or nonrenewal
- D. Under Section 551.076 - To consider the deployment, or specific occasions for implementation, of security personnel or devices

XIII. Action on Closed Session Items (9:31 PM)

President Newhouse reconvened the open session at 9:31 PM. The Board took no action.

XIV. Adjournment

On a motion by Trustee Jensen, seconded by Trustee Adams, the Board unanimously adjourned the meeting at 9:33 PM.

Rhonda R. Newhouse, President

Donald Davis, Secretary



**BOARD OF TRUSTEES
REGULAR BOARD MEETING
7:00 PM, AUGUST 11, 2020
VIDEO CONFERENCE**

MINUTES

I. Call to Order (7:02 PM)

President Rhonda Newhouse called the Regular Board Meeting of the Spring Independent School District Board of Trustees to order at 7:02 PM on August 11, 2020, via video conference, in accordance with Chapter 551 of the Texas Government Code.

Members Present:

Rhonda Newhouse, President
Dr. Deborah Jensen, Vice President
Donald Davis, Secretary
Winford Adams, Jr., Assistant Secretary
Justine Durant
Jana Gonzales
Kelly P. Hodges

Members Absent:

Others Present:

Rodney Watson, Superintendent of Schools (joined at 7:20 PM)
Ken Culbreath, Chief of Police
Julie Hill, Chief of Human Resources and Human Capital Accountability
Lupita Hinojosa, Chief Innovation and Equity Officer
Khechara Bradford, Chief Academic Officer
Mark Miranda, Executive Chief of District Operations
Ann Westbrook, Chief Financial Officer
Tiffany Dunne-Oldfield, Chief of Innovation and Communications
Jeremy Binkley, General Counsel
Jason Sheffer, Director of Board Services

II. Opening Remarks (7:39 PM)

A. Superintendent of Schools (7:39 PM)

Dr. Rodney Watson began his remarks by explaining that he had been delayed in logging on for the board meeting due to his participation in a virtual town hall sponsored by State Senator Carol Alvarado (Texas Senate District 6), where he had been sharing with members of the community about Spring ISD's back-to-school plans. "It was great once again to be able to share the plan that we have in place and how we're responding to COVID," Watson said, "but more importantly, what we're doing about making sure that we're continuing to educate our kids."

Dr. Watson noted that, with school set to begin virtually on Monday, August 17, one of his highest priorities has been communicating with parents and helping them understand how the online offerings this fall will differ from those developed as the COVID-19 pandemic unfolded during the spring semester. “Last Thursday night we did get a sneak peek at our curriculum and all of the great work that our curriculum team and teachers have been working to develop for our families,” Watson said. “So we’re excited to be able to offer that to all of our students starting Monday.”

He went on to say the District already had plans in place to continue soliciting feedback from parents and families as the new school year gets underway, and that he and other district leaders would continue to apprise the Board and the community of the results of upcoming surveys.

Dr. Watson spoke briefly about ongoing professional development (PD) for teachers to ensure a strong start to online learning in the upcoming weeks. “Our teachers have been involved in training,” Watson said. “Last Thursday night you heard as well about the training that was developed by teachers for teachers. This week we’ve had PD training that has been developed by our curriculum and instruction department, delivered through Workforce Development, and it has gone off extremely well – and extremely well organized – to make sure that our teachers have the supports that they need.”

Dr. Watson concluded his remarks by entreating the goodwill of the entire community as teachers and district staff work to educate students even as the pandemic continues. “We know that this is an uncharted time that no one in the country has ever experienced before,” Watson said. “So there will be times that we’ll make some mistakes, but as you know – and you know us well – that when we make a mistake, we will admit it, but we will work to rectify it to make sure that it does not hurt our students and our parents.”

Acknowledging the uncertainty and the ongoing need to balance health and safety with the educational needs of students, Watson ended his remarks by asking “for grace and mercy as we implement and lead during this uncommon time.”

B. Board of Trustees (7:12 PM)

President Newhouse invited the Board to make remarks.

After beginning the official meeting with a presentation honoring Spring ISD’s Elementary and Secondary Teachers of the Year, Rhonda Newhouse proceeded to open the remarks section by acknowledging the two winners – Reynolds Elementary School Special Education teacher John Martinez and Roberson Middle School Math teacher Jo’NeQui’a Powers. With both Martinez and Powers present for the online board meeting, Newhouse acknowledged how difficult social distancing and safety requirements had been for the Trustees, who normally enjoy celebrating the accomplishments of district teachers and staff in person. “We miss being with our Teachers of the Year, we miss our Employee Recognition Banquet,” Newhouse said. “I tell you, the Board says we have just been lonesome in not being able to see our employees from Spring ISD.”

President Newhouse went on to thank the two teachers for participating in the Board Meeting and Work Session, and wished them continued success. “We are most appreciative, Ms. Powers and Mr. Martinez, for all of your work that you did in 2019-2020, and we know you’re going to be just as successful in the next school year.”

Trustee Adams spoke of the recent opportunity he had to participate virtually in the first ampED Tank, a “Shark Tank”-like online event, produced by the ampED National Fellowship, where young education professionals of color from all over the country took problems currently confronting the education sector and presented policy and initiative suggestions to an audience of school board members and other education leaders. “The idea was to be able to get some board member or some education influencer to bring one of their ideas that they had pitched back to their board,” Adams said. “It was particularly interesting because these folks only had a week to consider a challenge confronting the education sector, and then come up with a solution and then present it to us.” He described a presentation by a Stanford University graduate student hailing from Adams’ own hometown of Richmond, California, whose presentation touched on creating formal district policies and structures that support leadership development. “The policy that they took away – that I will be bringing to the governance board later on – is the codification of leadership development, which is something that we already are doing in Spring,” Adams said. “But the idea that it should be codified in policy is something I’d want to talk about.”

Trustee Davis, in his remarks, spoke about the annual State of Education event hosted earlier the same day online by the Houston Northwest Chamber of Commerce, where Spring ISD Superintendent Dr. Rodney Watson had made a presentation, along with the superintendents of other nearby districts. Davis described his pride in seeing that Spring ISD was leading the way in several important areas with proactive planning and forward-looking policies. “Dr. Watson, thank you for laying the foundation,” Davis said. “I think that we are a major force to deal with right now as far as the things we’re doing in our district, and our strategies and our initiatives. Thank you.”

Trustee Jensen began her remarks by also acknowledging the two Teachers of the Year recognized during the online meeting. “First of all, I’d like to compliment Mr. Martinez and Ms. Powers. You sound like two teachers I would just absolutely love to meet, and see how you work with students,” Jensen said. “Thank you so much for being part of Spring ISD.” She continued by discussing the drive-thru summer graduation ceremonies held on August 8, which several of the Trustees attended in person to congratulate students and their families. “It amazes me how many things that we are having to do for the first time in history, and yet somehow they’re working,” said Jensen, who stressed the importance for all students of having someone to encourage them and recognize their accomplishments. “You know, a lot of what we’re doing is not the slickest thing in the world, but it’s genuine,” Jensen said. “I get the feeling that Spring ISD is doing pretty well to keep the human element going through a very challenging, challenging time. So thank you all in Spring ISD, for all you do.”

Trustee Durant ended the remarks section by adding her congratulations to the two District Teachers of the Year. “I’d also like to congratulate Mr. Martinez and Ms. Powers. We were fortunate enough for you to share with us some of your engagement and work that you’ve done with your students in our Work Session, and I was very impressed.” She echoed other Trustees in looking forward to a time when she could visit classrooms again and get to see Martinez and Powers in action, working with students. “I’m excited that you are a part of the Spring team. I think it’s a very well-deserved recognition,” Durant said. “So once again, thank you very much, and congratulations!”

III. Recognitions (7:03 PM)

A. Elementary and Secondary Teachers of the Year (7:03 PM)

In a special presentation, Trustees recognized the two educators recently named Spring

ISD's 2020 Teachers of the Year – Reynolds Elementary School Special Education teacher John Martinez, who was selected as the Elementary Teacher of the Year, and Roberson Middle School Math teacher Jo'NeQui'a Powers, who received the Secondary Teacher of the Year honor.

Only in his first year teaching in Spring ISD, Martinez says his passion for teaching special education came at a very early age. "Education has been my passion for a long time, but what really pushed me towards special education was not only seeing my brother, but in high school, where I saw the students who were a little different than me and how they didn't have a voice being bullied," said Martinez. "I decided around 9th or 10th grade that I wanted to be that voice that they might not be able to have for themselves." Martinez says he was "over the moon" discovering he was recipient for the 2020 Teacher of the Year award. "Words can't even describe it," he says. "I wasn't expecting it – especially being a first-year teacher in the District and in special education. People in special education normally don't get this recognition, so I'd like to think that I made my impact."

Powers, who is entering her third year teaching at Roberson Middle School, says she credits the classic book, "Thank You Mr. Falker" by Patricia Polacco, as her inspiration into teaching. The story focuses on the author as a child with special needs and her teacher, who would not let his student fail. "This story lit a path for me and upon hearing it, God's purpose for me was confirmed: I am called to teach, to inspire, and to lead," said Powers. "Along with the book, I was fortunate to directly experience numerous teachers who cared and truly imprinted my idea of the ultimate educator in my heart."

Following the initial announcement of this year's winners on August 3, Spring ISD Superintendent Dr. Rodney Watson congratulated Martinez and Powers on their outstanding leadership and excellence in teaching. "Due to unprecedented times, they did not get the opportunity to be honored at our Employee Recognition Banquet this year, but I know that will not slow them down," he said after the meeting. "They are the personification of one of our major core values, and that is to do what's best for our students."

IV. Board of Trustees (7:18 PM)

A. Appointment of One Delegate and One Alternate for the 2020 TASB Delegate Assembly (7:18 PM)

The Board will discussed appointing one delegate and one alternate to serve as Spring ISD's representatives at the 2020 TASB Delegate Assembly.

Trustee Adams moved that the Board of Trustees appoint Dr. Deborah Jensen as its delegate and Kelly P. Hodges as its alternate for the 2020 TASB Delegate Assembly. Trustee Durant seconded the motion and the motion carried unanimously.

B. Board Governance Committee Update (7:21 PM)

The Board Governance Committee provided an update on its legislative priorities. Trustee Jensen asked the Board or review recently released priorities from the Texas Association of School Boards (TASB) and to pick 3-5 priorities that the Board can work to push forward at the legislative level. The Board will discuss their priorities again at a future meeting.

V. Executive Chief of District Operations (7:28 PM)

A. Resolution of the Board Extending Start-of-School Transition Period (7:28 PM)

The Board approved a resolution to request a waiver from the Texas Education Agency that will give the District the option to extend the start-of-school transition period for another four weeks - or until October 16 - if public health conditions warrant.

Under the approved resolution, some targeted student groups who would most benefit from in-person instruction and support will be able to access on-campus instruction during this time. “We are including criteria that would allow us to end the transition period,” said Executive Chief of District Operations Mark Miranda.

Specifically, in deciding whether to reopen campuses for in-person instruction, the District will look at several public health indicators including:

- 14-day flat or decreasing trend in new COVID-19 cases in Harris County;
- 14-day flat or decreasing trend in daily COVID-19 hospital population in Harris County;
- 14-day flat or decreasing trend in daily COVID-19 ICU population in Harris County;
- 14-day flat or decreasing trend of COVID-19 cases in area zip codes within the District’s boundaries; and,
- 14-day flat or decreasing trend of COVID-19 cases in the top 10 zip codes where District staff reside.

Superintendent Dr. Rodney Watson also provided some context for the latest TEA waiver, noting that there have been ongoing discussions about which entity has the authority to make decisions to close schools or extend remote learning. He noted that Texas Governor Greg Abbott tried to resolve that conflict by giving local elected school boards that power. “Things change and things are different based on zip codes based upon ISD,” Watson said. “What may happen in one part of Houston may look entirely different in our particular zip codes and there’s no better people to decide what happens than the individuals residing there and the individuals that have been selected to govern.”

Trustee Jensen moved that the Board of Trustees adopt the Resolution of the Board Extending the Start-of-School Transition Period. Trustee Adams seconded the motion and the motion carried unanimously.

B. Waiver Allowing 40% Campus Hybrid Instruction for 9th-12th Grade Students (7:42 PM)

The Board approved a resolution to request a waiver from the Texas Education Agency that will give the District the option to allow high school students to take part in a hybrid instruction model that includes two days of on-campus learning (40 percent) with three days of virtual instruction (60 percent). The goal of the waiver is to reduce the number of students on the campus at any one time. The District was already planning such an alternating day schedule when public health conditions allow students to return to campus.

“It would allow us to continue to offer a hybrid instruction model in our 9th through 12th grade campuses,” said Executive Chief of District Operations Mark Miranda. “These hybrid models, as you’re aware, will allow us to continue to socially distance our campuses through a combination of on-campus and remote instruction.”

Trustee Adams moved that the Board of Trustees approve the Waiver Allowing 40% Campus Hybrid Instruction for 9th-12th Grade Students. Trustee Durant seconded the motion and the motion carried unanimously.

VI. Chief Academic Officer (7:44 PM)

A. Spring Independent School District Student Code of Conduct (7:44 PM)

The Board approved several changes to the 2020-21 Student Code of Conduct that incorporates revisions and additions related to the COVID-19 pandemic. Specifically, the handbook now includes guidance around how students are expected to behave to promote

safety when health conditions permit in-person learning on the campuses, including maintaining social distancing procedures, handwashing, wearing masks and keeping mouth and nose covered while sneezing and/or coughing.

Students could face disciplinary action for purposefully trying to cough or sneeze on another person, refusing to adhere to social distancing standards, and removing personal protective equipment like a mask with the goal of trying to harm or threaten another person with bodily fluids.

Students who show up to school without a mask or refuse to wear one during the school day may face a dress code violation. All schools will have extra masks should a student occasionally forget. The expectation is that all students come to school wearing a face covering, just as they would adhere to dress code.

Other updates in this year's Code of Conduct include more specific language around vaping. Although e-cigarettes are already banned, students will now face disciplinary action for using a vaping device or pen, which are often disguised to look like flash drives or other harmless products. The new language also allows for disciplinary action regardless of the substance in the vaping device.

Trustees discussed the importance of making sure the Code of Conduct is administered in a way that promotes equity and does not penalize any specific groups of students.

In another change, the Board agreed to allow for the electronic distribution of the Code of Conduct, rather than paper copies, in light of the COVID-19 pandemic. The entire Code of Conduct can be found at <https://www.springisd.org/codeofconduct>. Parents without ability to download the Code of Conduct may request one in print by emailing Thomas Graham, the Director of Student Affairs at tgraham@springisd.org.

Trustee Durant moved that the Board of Trustees approve the Spring ISD Student Code of Conduct, as presented by the administration. Trustee Jensen seconded the motion and the motion carried unanimously.

VII. Consent Agenda (8:06 PM)

The Board approved the Consent Agenda items that were discussed in detail at the August 6, 2020 Board Work Session.

Trustee Durant moved that the Board of Trustees approve and adopt all of the items listed on the Consent Agenda. Trustee Davis seconded the motion and the motion carried unanimously.

A. Review and Approval of Minutes from the Following Meetings:

1. June 4, 2020 Board Work Session
2. June 9, 2020 Regular Meeting
3. June 23, 2020 Special Called Session
4. June 29, 2020 Special Called Session
5. June 30, 2020 Special Called Session

B. Order for and Notice of Trustee Election on November 3, 2020

The Board will consider approving the Order and Notice of Trustee Election.

C. Internal Audit - Year End Progress Report FY 2019/2020, District Risk Analysis FY 2020/2021 and Internal Audit Plan FY 2020/2021

The Board will consider approving the Internal Audit –Year End Progress Report FY 2019/2020 and Internal Audit Plan FY 2020/2021.

- D. 2020-2021 Spring ISD Staffing Guidelines – Revised
The Board will consider approving the revised Spring ISD Staffing Guidelines for the 2020-2021 school year.
- E. 2020-2021 Spring ISD Compensation Manual
The Board will consider approving the Compensation Manual for the 2020-2021 school year.
- F. PSAT/SAT Universal Testing Contract with College Board for Grades 8-12
The Board will consider approving the PSAT/SAT Universal Testing Contract with College Board for Grades 8-12.
- G. Memorandum of Understanding (MOU) Between Texas A&M University and Spring Independent School District
The Board will consider approving the MOU between Texas A&M University and Spring Independent School District.
- H. Ratification/Approval of the Operation Connectivity Interlocal Acquisition Agreement with Region IV
The Board will consider approving the Operation Connectivity Interlocal Acquisition Agreement with Region IV.
- I. Taxpayer Refunds
The Board will consider ratifying taxpayer refunds.

VIII. Closed Session (8:09 PM)

President Newhouse recessed the open session at 8:09 PM for the purpose of entering into closed session pursuant to the following provisions of the Texas Open Meetings Act:

- A. Under Section 551.071 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized, including any item posted on this agenda
- B. Under Section 551.072 - For the purpose of discussing the purchase, exchange, lease, or value of real property
 - 1. The Board will deliberate on the ratification of a temporary construction easement for Harris County
- C. Under Section 551.074 - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee
 - 1. The Board will deliberate regarding the Superintendent's evaluation and goals
 - 2. The Board will deliberate on employees nominated for special recognition
 - 3. The Board will deliberate on a recommendation for the termination and finding of no good cause for an employee's abandonment of contract
 - 4. The Board will deliberate on the issuance of school district teaching permits for noncore career and technology courses
 - 5. The Board will deliberate on employee resignations, recommendations to withdraw prior actions taken, recommendations to void employee contracts, recommendations for the proposed termination of employees on probationary and/or term contracts, recommendations for the proposed nonrenewal of employees on term contracts, recommendations for termination at the end of the year for employees on

probationary contracts, and final orders for employees on term and probationary contracts previously proposed for termination and/or nonrenewal

- D. Under Section 551.076 - To consider the deployment, or specific occasions for implementation, of security personnel or devices

IX. Action on Closed Session Items (9:13 PM)

President Newhouse reconvened the open session at 9:13 PM.

- A. Trustee Adams moved that the Board of Trustees issue a school district teaching permit to the following employee: Stanley Idlebird, Jr., for the purpose of teaching noncore career and technology courses and to authorize the Superintendent or designee to notify the Commissioner of Education of the Board's action. Trustee Davis seconded the motion and the motion carried unanimously.
- B. Trustee Gonzales moved that the Board of Trustees ratify the Temporary Construction Easement, granted to Harris County, for sidewalk installation along Kuykendahl Road. Trustee Durant seconded the motion and the motion carried unanimously.

X. Adjournment (9:18 PM)

On a motion by Trustee Durant, seconded by Trustee Jensen, the Board unanimously adjourned the meeting at 9:18 PM.

Rhonda R. Newhouse, President

Donald Davis, Secretary



SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Superintendent of Schools - Remarks
RECOMMENDED ACTION	None
EXPLANATION OF ITEM	The Superintendent may provide general information or remarks.
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Rodney Watson, Superintendent of Schools
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM N/A

DO YOU HAVE SUPPORTING DOCUMENTS No

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE N/A

DOES ITEM REQUIRE PUBLIC HEARING N/A

MEETING DATE September 2020

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Administrative Update on 2020-21 School Year Plan
RECOMMENDED ACTION	None
EXPLANATION OF ITEM	<p>On Tuesday, August 11, the Spring ISD Board of Trustees unanimously approved a resolution to request a waiver from the Texas Education Agency that provides the district the option to extend the start-of-school transition period for an additional four weeks - or until October 16.</p> <p>As part of their approval, the Board asked that district administration survey parents on their preferences for when campuses should reopen as well as provide an update on the prevalence of COVID-19 in Spring ISD zip codes. As such, district administration will present the following:</p> <ul style="list-style-type: none"> • Current COVID-19 levels in the Spring ISD community; • Planned return to on-campus, in-person instruction; • Survey feedback from parents who selected the district's "Safety-First, In-Person" Learning Option; • New communication processes for ensuring families are well-informed of safety protocols and COVID-19 levels in our area
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Mark Miranda, Executive Director of District Operations Tiffany Dunne-Oldfield, Chief of Innovation and Communications
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA No

IS ITEM A CONSENT AGENDA ITEM N/A

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION Yes

WHEN WILL THE PRESENTATION BE MADE Work Session

DOES ITEM REQUIRE BOARD SIGNATURE	No
DOES ITEM REQUIRE PUBLIC HEARING	No
MEETING DATE	September 2020

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Asynchronous Instructional Plan
RECOMMENDED ACTION	That the Board approve the Asynchronous Instructional Plan for submission to Texas Education Agency (TEA).
EXPLANATION OF ITEM	An asynchronous instructional plan must be reviewed and approved by TEA in order to continue receiving funding for asynchronous attendance after the end of the grace period which ends at the close of the 3 rd six weeks. The plan must address four key requirements: Instructional Schedule, Material Design, Student Progress and Implementation.
EVERY CHILD 2020 IMPERATIVE	Reach Every Student
EVERY CHILD 2020 COMMITMENT	Excellent Curriculum and Instruction
EVERY CHILD 2020 STRATEGY	Embedded Literacy Throughout
RESOURCE PERSONNEL	Ann Westbrook, Chief Financial Officer Khechara Bradford, Chief Academic Officer Kabrina Johnson, Director, High School Curriculum LaQuita Carter, Assistant Superintendent of School Leadership
BUDGET PROVISIONS	Not applicable

IS ITEM ON BOT WORK SESSION AGENDA	Yes
IS ITEM ON BOT REGULAR MEETING AGENDA	Yes
IS ITEM A CONSENT AGENDA ITEM	Yes
DO YOU HAVE SUPPORTING DOCUMENTS	Yes
IS THERE A PRESENTATION	Yes
WHEN WILL THE PRESENTATION BE MADE	Work Session
DOES ITEM REQUIRE BOARD SIGNATURE	No
DOES ITEM REQUIRE PUBLIC HEARING	No
MEETING DATE	September 2020



SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Resolution Regarding School Closures Due to Hurricane Laura
RECOMMENDED ACTION	That the Board adopt the Resolution Regarding School Closures Due to Hurricane Laura.
EXPLANATION OF ITEM	In anticipation of Hurricane Laura, which was expected to make landfall along the upper Texas coast, Spring ISD closed Wednesday, August 26, through Friday, August 28, 2020 to allow staff and students an opportunity to prepare. This resolution will allow the district to take necessary administrative actions related to the 3-day closure.
EVERY CHILD 2020 IMPERATIVE	Excellence in Every School
EVERY CHILD 2020 COMMITMENT	Operational Excellence Across Every School and Every Department
EVERY CHILD 2020 STRATEGY	Improve Decision Making Through Trustworthy Data
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Mark Miranda, Executive Chief of District Operations
BUDGET PROVISIONS	Not applicable

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE Yes

DOES ITEM REQUIRE PUBLIC HEARING No

MEETING DATE September 2020



SUPPORTING DOCUMENT – PLACEHOLDER

Resolution Regarding School Closures Due to Hurricane Laura

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Resolution for the Spring Independent School District Board of Trustees to Cancel the 2020 Trustee Election
RECOMMENDED ACTION	That the Board adopt the Resolution for the Spring Independent School District Board of Trustees to cancel the 2020 Trustee Election.
EXPLANATION OF ITEM	An election to fill Board of Trustee Positions 4 and 5 was scheduled for November 2020. During the candidate declaration period, only one candidate filed documentation to seek election to each position. As each candidate has no opponent to run against, it is not necessary to hold an election to fill the positions. Consequently, election law requires that the Spring Independent School District Board of Trustees cancel the election scheduled for November 2020.
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Culture of High Community Engagement
EVERY CHILD 2020 STRATEGY	Expand Volunteer Opportunities
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Director of Board Services
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA No

IS ITEM A CONSENT AGENDA ITEM No

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE Yes

DOES ITEM REQUIRE PUBLIC HEARING No

MEETING DATE September 2020

**SPRING INDEPENDENT SCHOOL DISTRICT
ORDER OF CANCELLATION OF
NOVEMBER 3, 2020 TRUSTEE ELECTION**

The Board of Trustees of the Spring Independent School District has received a certification of unopposed status from Jeremy Binkley, General Counsel, dated August 24, 2020, a copy of which is attached to this Resolution as **Exhibit "A"**, and incorporated by reference herein. The Board hereby cancels the election scheduled to be held on November 3, 2020, in accordance with Section 2.053(a) of the Texas Election Code. The following candidates are hereby elected as follows:

<u>Office</u>	<u>Candidate</u>
Trustee Position 4	Winford Adams, Jr.
Trustee Position 5	Rhonda Newhouse

A copy of this order will be posted on Election Day at each polling place that would have been used in the election.

A certificate of election shall be issued to each candidate in the same manner, and at the same time, as provided for a candidate elected at an election.

_____ Rhonda R. Newhouse Board President	_____ Date
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_____ Dr. Deborah Jensen Board Vice President	_____ Date
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CERTIFICATION OF UNOPPOSED CANDIDATES FOR SPRING INDEPENDENT SCHOOL DISTRICT 2020 TRUSTEE ELECTION

To: Rhonda R. Newhouse, Board President

As the authority responsible for having the official ballot prepared, pursuant to the Order for Trustee Election adopted by the Spring Independent School District Board of Trustees on August 6, 2020, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on November 3, 2020.

List of offices and names of candidates:

<u>Office</u>	<u>Candidate</u>
Trustee Position 4	Winford Adams, Jr.
Trustee Position 5	Rhonda Newhouse

Signature:


Jeremy Binkley
General Counsel, Spring ISD

Date: 8/24/2020

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Modification to Instructional Calendar to Close for Election Day
RECOMMENDED ACTION	That the Board approve the modified instructional calendar as presented by the administration.
EXPLANATION OF ITEM	<p>Historically, Harris County has utilized school campuses as polling locations on election day. This year is no different, with the county seeking to use 33 Spring ISD campuses as polling locations. Further, with a presidential election on the ballot, we anticipate increased voter turnout.</p> <p>Campuses are currently planning to utilize large spaces for increased social distancing due to COVID-19. By closing campuses on election day, the district will be able to safely allow use of campuses as polling locations.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Culture of High Community Engagement
EVERY CHILD 2020 STRATEGY	Position Schools as Community "Town Centers"
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Director of Board Services
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE No



DOES ITEM REQUIRE PUBLIC HEARING No

MEETING DATE September 2020





INSTRUCTIONAL CALENDAR

July 2020	August 2020	September 2020	October 2020
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
November 2020	December 2020	January 2021	February 2021
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March 2021	April 2021	May 2021	June 2021
S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	S M T W T F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

Key

-  First Day of School for grades PK-12 (Aug. 17)
-  Last Day of School for grades PK-11 (June 25)
-  Last Day of School for grade 12 (May 28)

Calendar Breaks and Holidays

-  Intersession*/Senior Remote Learning
-  Teachers Professional Development (PD) Day
-  Teacher Preparation Day
-  STAAR Testing

Student and Staff Holidays and Calendar Breaks

Sept. 7 Labor Day
Oct. 5-9 Intersession/Senior Remote Learning
Nov. 16-20 Intersession/Senior Remote Learning
Nov. 23 - 27 Thanksgiving Holiday
Dec. 21 - Jan. 1 Winter Holiday
Jan. 4-8 Intersession/Senior Remote Learning
Jan. 18 Martin Luther King Jr. Day
March 8-12 Intersession/Senior Remote Learning
March 15 - 19 Spring Break
April 2 Spring Holiday
May 31 Memorial Day

Intersession Breaks

* Intersession breaks allow the district to conduct rolling closures as needed or provide instruction for identified students. Seniors will do remote learning from home during these times.

Important Dates

Aug. 10 Teachers Report to Work
Aug. 17 First Day of School for Students
Jan. 29 Last Day of First Semester
Feb. 1 First Day of Second Semester
May 28 Last Day of School for Senior Students
June 25 Last Day of School for PK-11 Students
June 28 Last Day for Teachers

Required Staff PD and Prep Dates

Aug. 10-12 District and Campus PD day
Aug. 14 Teacher prep day
Jan. 11 District PD day
June 25 Last Day of School for Students
June 28 Last Day for Teachers

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Notification of Legal Policies Revised by the Texas Association of School Boards (TASB) in Update 115																																																																												
RECOMMENDED ACTION	None																																																																												
EXPLANATION OF ITEM	<p>TASB’s release of Update 115 included a number of revisions to legal policies. Legal policies contain citations to the statutes, rules, and case law governing a particular topic. They are compiled by the TASB Legal Services and Policy Service divisions to provide the legal framework for key areas of school district operations. Legal policies are placed in the policy manual for reference and are not adopted by the Board of Trustees.</p> <p>Update 115 replaces 68 policies with new versions that reflect changes in the law. Those policies are:</p> <table><tr><td>AF</td><td>AIA</td><td>AIB</td><td>AIC</td><td>BBA</td><td>BBBB</td><td>BBD</td></tr><tr><td>BDF</td><td>BQ</td><td>BQA</td><td>BQB</td><td>CBB</td><td>CCA</td><td>CCG</td></tr><tr><td>CCGA</td><td>CCGB</td><td>CCH</td><td>CFA</td><td>CFC</td><td>CKA</td><td>CKE</td></tr><tr><td>CKEA</td><td>CMD</td><td>CO</td><td>CQ</td><td>CQA</td><td>CQB</td><td>CRE</td></tr><tr><td>CS</td><td>CY</td><td>D</td><td>DAA</td><td>DBAA</td><td>DC</td><td>DF</td></tr><tr><td>DHC</td><td>DHE</td><td>DIA</td><td>DMA</td><td>DP</td><td>EEL</td><td>EHAA</td></tr><tr><td>EHB</td><td>EHBA</td><td>EHBAB</td><td>EHBE</td><td>EHBG</td><td>EHBJ</td><td>EHDD</td></tr><tr><td>EI</td><td>EIF</td><td>EKB</td><td>EKC</td><td>ELA</td><td>F</td><td>FB</td></tr><tr><td>FDB</td><td>FEA</td><td>FEB</td><td>FFAC</td><td>FFAE</td><td>FFB</td><td>FFC</td></tr><tr><td>FFEA</td><td>FFG</td><td>FFH</td><td>FM</td><td>GKA</td><td></td><td></td></tr></table> <p>Attached as supporting documentation is a summary of the changes made to affected legal policies as provided in the Explanatory Notes of TASB Localized Policy Manual Update 115. A copy of each affected legal policy was previously provided in an electronic format.</p>							AF	AIA	AIB	AIC	BBA	BBBB	BBD	BDF	BQ	BQA	BQB	CBB	CCA	CCG	CCGA	CCGB	CCH	CFA	CFC	CKA	CKE	CKEA	CMD	CO	CQ	CQA	CQB	CRE	CS	CY	D	DAA	DBAA	DC	DF	DHC	DHE	DIA	DMA	DP	EEL	EHAA	EHB	EHBA	EHBAB	EHBE	EHBG	EHBJ	EHDD	EI	EIF	EKB	EKC	ELA	F	FB	FDB	FEA	FEB	FFAC	FFAE	FFB	FFC	FFEA	FFG	FFH	FM	GKA		
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EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications																																																																												
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director																																																																												
BUDGET PROVISIONS	N/A																																																																												

IS ITEM ON BOT WORK SESSION AGENDA	Yes
IS ITEM ON BOT REGULAR MEETING AGENDA	No
IS ITEM A CONSENT AGENDA ITEM	N/A
DO YOU HAVE SUPPORTING DOCUMENTS	Yes
IS THERE A PRESENTATION	No
WHEN WILL THE PRESENTATION BE MADE	N/A
DOES ITEM REQUIRE BOARD SIGNATURE	No
MEETING DATE	September 2020

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ATTN(NOTE)

GENERAL INFORMATION ABOUT THIS UPDATE

Update 115 includes new Title IX regulations, effective August 14, 2020, which define sexual harassment under Title IX and establish detailed procedures for how districts must respond to notice or allegations of sexual harassment. The final Title IX regulations and related materials are available on the U.S. Department of Education [Office for Civil Rights](#) website.

Multiple changes at Update 115 are based on legislation from the Regular Session of the 86th Texas Legislature that impose changes effective with the 2020–21 school year. Unless otherwise noted, references to legislative bills throughout these explanatory notes refer to Senate Bills (SB) or House Bills (HB) from the 86th Legislature.

An overview video of the local policy changes is available under Policy Manual Update Resources in the myTASB [Policy Service Resource Library](#). **(LEGAL) policies provide the legal framework for key areas of district operations; they are not adopted by the board.**

AF(LEGAL)

INNOVATION DISTRICTS

Revisions to the Administrative Code, effective January 2020:

- Specify that an innovation district may not be exempted from Education Code Chapters 48 (Foundation School Program) and 49 (Options for Local Revenue Levels in Excess of Entitlement); and
- Authorize the commissioner to terminate district of innovation status for a district's failure to comply with the duty to discharge or refuse to hire certain employees or applicants as required by state law.

AIA(LEGAL)

ACCOUNTABILITY: ACCREDITATION AND PERFORMANCE INDICATORS

Administrative rule changes, effective August 2019, specify that districts with a local accountability system must use the local accountability system rating standards established by the commissioner. These standards will be updated annually and published in the *Local Accountability System Manual*.

Definitions for the various accreditation statuses have also been added.

AIB(LEGAL)

ACCOUNTABILITY: PERFORMANCE REPORTING

TEA has renamed the Performance-Based Monitoring Analysis System (PBMAS) to the Results Driven Accountability (RDA) system, effective December 3, 2019. This was to align with the Office of Special Education Programs (OSEP) framework.

AIC(LEGAL)

ACCOUNTABILITY: INTERVENTIONS AND SANCTIONS

Beginning with the 2020–21 school year, HB 4205 creates a new option for campuses that are required to submit campus turnaround plans—an accelerated campus excellence (ACE) turnaround plan. The commissioner is required to approve an ACE turnaround plan if the commissioner determines that the plan meets the statutory requirements.

Other changes are from revised Administrative Code rules, effective March 31, 2020. The rules clarify interventions and sanctions provisions, including campus intervention team membership and participation and campus turnaround plan submission, approval, and implementation processes.

Additional detail has been included about the required notice the campus intervention team must provide regarding the public meeting for soliciting input on development of a targeted improvement plan.

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BBA(LEGAL)

BOARD MEMBERS: ELIGIBILITY/QUALIFICATIONS

This legally referenced policy on eligibility and qualifications for board members has been revised to clarify that a person cannot *run* for the board if the person has a final felony conviction from which the person has not been pardoned or had the disabilities removed (see Eligibility). The provision at Ineligibility indicating that a person cannot *serve* as a member of the board if the person has been convicted of a felony remains unchanged.

BBBB(LEGAL)

ELECTIONS: POST-ELECTION PROCEDURES

HB 2640 deleted the requirement for the presiding officer of the board to prepare a report of precinct results for the secretary of state.

BBD(LEGAL)

BOARD MEMBERS: TRAINING AND ORIENTATION

Extensive changes to this legally referenced policy on board member training and orientation are from revised Administrative Code rules, effective March 24, 2020. See the TASB Board Development Services website for helpful overviews of the [training requirements](#).

BDF(LEGAL)

BOARD INTERNAL ORGANIZATION: CITIZEN ADVISORY COMMITTEES

HB 18 revised the list of persons that a board may appoint to the school health advisory council (SHAC). The bill also added requirements for a district to publish in the student handbook and on the district's website certain information on student physical and mental health resources, policies, and procedures and whether each campus has a full-time nurse or school counselor. The 2020–21 [TASB Model Student Handbook](#) has been updated to meet this requirement.

BF(LOCAL)

BOARD POLICIES

A revision to this local policy clarifies that a district's legally referenced policies are not adopted by the board.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

BQ(LEGAL)

PLANNING AND DECISION-MAKING PROCESS

HB 18 revised the list of strategies for improvement of student performance that must be included in the district improvement plan (DIP) to include positive behavior interventions and support and implementation of a comprehensive school counseling program. In addition, the DIP must include:

- Strategies for providing elementary school students information about higher education; and
- The district's procedures on mental health promotion and intervention, substance abuse prevention and intervention, and suicide prevention.

Details about dating violence have been moved to FFH addressing harassment; details about sexual abuse, sex trafficking, and other maltreatment of children have been moved to FFG addressing child abuse and neglect.

BQA(LEGAL)

PLANNING AND DECISION-MAKING PROCESS: DISTRICT-LEVEL

Provisions on the district-level decision-making committee's responsibilities have been revised to better match statute.

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BQB(LEGAL)

PLANNING AND DECISION-MAKING PROCESS: CAMPUS-LEVEL

Provisions on the campus-level decision-making committee's responsibilities have been revised to better match statute.

CBB(LEGAL)

STATE AND FEDERAL REVENUE SOURCES: FEDERAL

The Note on page 5 has been adjusted to include a link to a USDA memo addressing micro-purchase and simplified acquisition thresholds for federal child nutrition programs.

CCA(LEGAL)

LOCAL REVENUE SOURCES: BOND ISSUES

TASB Policy Service engaged an outside law firm with expertise in the area of bonds to review the federal securities law provisions in this legally referenced policy, which resulted in revisions throughout that section of the policy.

In addition, we have included two existing statutory provisions on:

- Attorney general review and approval of a public security and the record of proceedings, and
- Authority of the issuer of public securities to contract for certain services.

CCG(LEGAL)

LOCAL REVENUE SOURCES: AD VALOREM TAXES

At Tax Rate Adoption, we have added information on the maximum compressed rate from HB 3 and new Administrative Code rules effective April 10, 2020.

HB 492 repeals existing law regarding reappraisal of property damaged in a disaster area. However, an amendment to the Texas constitution approved by voters in November 2019 authorizes a temporary exemption for property damaged in a disaster. These new provisions have been added to CCGA(LEGAL) addressing ad valorem tax exemptions.

A board must conduct an efficiency audit before holding an election seeking voter approval to adopt an M&O tax rate. In conducting the audit, the auditor selected by the board must follow the Legislative Budget Board (LBB) guidelines, to which we have included a link.

CCGA(LEGAL)

AD VALOREM TAXES: EXEMPTIONS AND PAYMENTS

HB 492 provides for a temporary exemption for property damaged in a disaster, as authorized in an amendment to the Texas Constitution approved by voters in November 2019.

CCGB(LEGAL)

AD VALOREM TAXES: ECONOMIC DEVELOPMENT

Revisions to this legally referenced policy reflect amended Administrative Code rules, effective February 6, 2020, and include:

- The exclusion of any employee names or other personal identifying information from the definition of *substantive documents* submitted to the comptroller in connection with economic development applications,
- Clarification of the procedures for an applicant to obtain continued eligibility for a limitation on appraised value, and
- Extended timelines for the comptroller to review a written agreement for a limitation on appraised value.

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CCH(LEGAL)

LOCAL REVENUE SOURCES: APPRAISAL DISTRICT

Effective September 1, 2020, SB 2 requires an appraisal district board in a county with a population of a million or more to increase the size of the appraisal review board (ARB) to an appropriate number of members. The ARB must establish special panels to conduct protest hearings.

CFA(LEGAL)

ACCOUNTING: FINANCIAL REPORTS AND STATEMENTS

Revisions to the provisions on the Annual Local Debt Report are from amended Administrative Code rules, effective April 5, 2020.

Other revisions are to add some existing legal provisions, delete nonessential provisions, and better match legal sources.

CFC(LEGAL)

ACCOUNTING: AUDITS

This legally referenced policy on audits has been revised to add some existing legal provisions, delete nonessential provisions, and better match legal sources.

CKA(LEGAL)

SAFETY PROGRAM/RISK MANAGEMENT: INSPECTIONS

This legally referenced policy on asbestos has been revised to add some existing legal provisions, delete nonessential provisions, and better match legal sources.

CKE(LEGAL)

SAFETY PROGRAM/RISK MANAGEMENT: SECURITY PERSONNEL

Revisions regarding training are from amended Administrative Code rules, effective February 5, 2020, and require district police officers and school resource officers to receive a school-based law enforcement proficiency certificate within 180 days of commission or placement in the district.

CKEA(LEGAL)

SECURITY PERSONNEL: COMMISSIONED PEACE OFFICERS

The addition of provisions regarding reporting on appointment and separation of licensed peace officers was prompted by amended Administrative Code rules, effective February 5, 2020.

CMD(LEGAL)

EQUIPMENT AND SUPPLIES MANAGEMENT: INSTRUCTIONAL MATERIALS CARE AND ACCOUNTING

Revisions to the provisions prohibiting certain expenditures of funds from the instructional materials allotment are from amended Administrative Code rules, effective February 6, 2020.

CO(LEGAL)

FOOD AND NUTRITION MANAGEMENT

A Note has been added pointing to the Texas Department of Agriculture's Records Retention List, which can assist districts with retaining documentation to demonstrate program compliance.

CQ(LEGAL)

TECHNOLOGY RESOURCES

This legally referenced policy has been revised to add some existing legal provisions, delete nonessential provisions, and better match legal sources. Citations to various laws pertaining to unlawful interception, use, or disclosure of communications have also been added to this policy for reference.

CQA(LEGAL)

TECHNOLOGY RESOURCES: DISTRICT, CAMPUS, AND CLASSROOM WEBSITES

Online posting provisions have been updated to:

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- Clarify that notification by the campus intervention team regarding public input on development of a targeted improvement plan must be published on the district and campus websites,
- Add the requirement to post a completed campus turnaround plan 30 days before the final plan is submitted to the board,
- Add details about posting of the Annual Local Debt Report,
- Add the requirement to post information on designated agents under the Digital Millennium Copyright Act for districts seeking to limit liability, and
- Add the requirement to post the district's family engagement plan.
- Add contact information for the district's Title IX coordinator and the district's policy of nondiscrimination; and
- Add materials used to train the Title IX coordinator and other individuals who are relevant to resolving complaints under Title IX.

CQB(LEGAL)

TECHNOLOGY RESOURCES: CYBERSECURITY

We have removed provisions on the Electronic Communication Privacy Act that address the criminal consequences of the Act. A high-level reference to this information has been added to CQ(LEGAL).

CRE(LEGAL)

INSURANCE AND ANNUITIES MANAGEMENT: WORKERS' COMPENSATION

We have removed case law addressing enforcement of a reasonable absence-control rule because the case is also included in DEC(LEGAL).

CS(LEGAL)

FACILITY STANDARDS

Provisions on termination of LP-gas service have been revised as a result of amended Administrative Code rules, effective January 6, 2020.

CY(LEGAL)

INTELLECTUAL PROPERTY

This legally referenced policy on intellectual property has been revised to add some existing legal provisions, delete nonessential provisions, and better match legal sources.

D(LEGAL)

PERSONNEL

The D Section table of contents has been revised to rename DBAA Pre-Employment Reviews.

DAA(LEGAL)

EMPLOYMENT OBJECTIVES: EQUAL EMPLOYMENT OPPORTUNITY

This legally referenced policy has been revised at Bankruptcy Discrimination to better match statute.

The provisions addressing compliance coordinators for federal nondiscrimination laws have been updated in response to the new Title IX regulations.

DBAA(LEGAL)

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: PRE-EMPLOYMENT REVIEWS

This legally referenced policy has been retitled and reorganized to include various pre-employment reviews. As a result, provisions on the required pre-employment affidavit and the Do Not Hire Registry have been moved to this policy from DC(LEGAL).

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Provisions have been added on the U.S. Department of Transportation's (DOT) national commercial driver license drug and alcohol clearinghouse. A district may not employ a driver subject to DOT drug and alcohol testing who will perform a safety-sensitive function without first conducting a pre-employment inquiry through the clearinghouse.

DC(LEGAL) EMPLOYMENT PRACTICES

As mentioned above, provisions on the required pre-employment affidavit and the Do Not Hire Registry have been moved to DBAA(LEGAL), which now addresses pre-employment reviews.

DED(LOCAL) COMPENSATION AND BENEFITS: VACATIONS AND HOLIDAYS

Recommended revisions to this local policy on vacations and holidays address the board's authorization of these programs, including which employees are eligible for the benefits, and refer to administrative procedures for details to promote consistent application and prevent conflict between policy and administrative procedures. Please confirm that the eligibility information, which was pulled from the district's existing policy, is accurate.

TASB HR Services has a [framework](#) to help districts develop administrative procedures on vacation and holiday programs.

We recommend that the details regarding nonduty days also be moved to administrative procedures. Board approval of these administrative provisions is not necessary.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

DED(REGULATION) COMPENSATION AND BENEFITS: VACATIONS AND HOLIDAYS

Our records indicate that you have a regulation at this code that you may need to review and revise in light of the changes in this update. Please advise us:

- If this regulation is obsolete and should be deleted from your localized policy manual; or
- If you have revisions that you wish to submit for editorial and legal review and incorporation into your localized policy manual.

DF(LEGAL) TERMINATION OF EMPLOYMENT

Failure to terminate an employee on the Do Not Hire Registry has been added as a reason for which the State Board for Educator Certification may impose sanctions on an educator. This change is from amended Administrative Code rules, effective March 5, 2020.

DHC(LEGAL) EMPLOYEE STANDARDS OF CONDUCT: REPORTS TO TEXAS EDUCATION AGENCY

Changes to this legally referenced policy on reports to TEA regarding non-certified employee misconduct are from revised Administrative Code rules, effective December 31, 2019. The rules clarify the information that must be in a report and include several relevant definitions.

DHE(LEGAL) EMPLOYEE STANDARDS OF CONDUCT: SEARCHES AND ALCOHOL/DRUG TESTING

Information on postaccident alcohol or controlled substances testing has been incorporated from DHE(EXHIBIT), which is being deleted.

Additional detail has been included regarding required Department of Transportation drug and alcohol testing of commercial vehicle operators.

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DHE(REGULATION) **EMPLOYEE STANDARDS OF CONDUCT: SEARCHES AND ALCOHOL/DRUG TESTING**

Our records indicate that you have a regulation at this code that you may need to review and revise in light of the changes in this update. Please advise us:

- If this regulation is obsolete and should be deleted from your localized policy manual; or
- If you have revisions that you wish to submit for editorial and legal review and incorporation into your localized policy manual.

DIA(LEGAL) **EMPLOYEE WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION**

The Note pointing to other relevant policies has been updated to reflect Title IX changes. We have added the recent U.S. Supreme Court case, *Bostock v. Clayton County, Georgia*, which held that firing an employee on the basis of homosexuality or transgender status violates Title VII's prohibition against sex discrimination in employment. Margin notes have also been updated.

DIA(LOCAL) **EMPLOYEE WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION**

We offer for your consideration our recommended local policy language at this code.

Recommended revisions to this policy incorporate the recent United States Supreme Court decision *Bostock v. Clayton County, Georgia*, which held that an adverse employment action against an employee on the basis of homosexuality or transgender status violates Title VII's prohibition on sex discrimination in employment. As a result, the policy clarifies that discrimination on the basis of sex includes discrimination on the basis of biological sex, gender identity, sexual orientation, gender stereotypes, or any other prohibited basis related to sex.

The policy has also been revised to address the federal Title IX regulations as follows.

- The definition of Prohibited Conduct has been revised to include conduct that meets the Title IX definition of sexual harassment, but the policy retains the broader definitions of prohibited conduct in districts' current policies to ensure that all prohibited conduct is addressed.
- Text at Sex-Based Harassment and Investigation of Reports Other than Title IX directs readers to new provisions on responding to allegations of prohibited conduct that if proved would meet the definition of sexual harassment under Title IX, as the law requires a specific response process for these allegations. Allegations of prohibited conduct not based on sex or that would not meet the definition of sexual harassment under Title IX will follow the district's existing investigation process.
- The Title IX regulations provide that a district has actual knowledge of sexual harassment if notice or allegations are made to any employee; therefore, a new provision at Notice of Report requires *any* employee who receives a report of prohibited conduct based on sex to notify the Title IX coordinator.
- Text at Response to Sexual Harassment—Title IX addresses legally required actions when the district receives notice or allegations of conduct that would meet the definition of sexual harassment under Title IX.
- New provisions direct the superintendent to develop a Title IX formal complaint process that will apply following a formal complaint and that must comply with the elements in the new regulations, as included in FFH(LEGAL).
- To determine responsibility in a Title IX formal complaint of sexual harassment, the policy designates that the district will use a *preponderance of the evidence* standard. **If the board wishes to instead use the *clear and convincing evidence* standard, which is a higher standard of evidence,**

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please contact the district's policy consultant. The district must use the same standard of evidence for investigation of all formal Title IX sexual harassment complaints, including complaints by students.

- Provisions on retaliation and records retention have been updated.

Policy Service also recommends clarification of the provisions on distribution of the policy and any accompanying procedures.

In addition, based on previous guidance from the Office of Civil Rights, Policy Service recommends including in the policy examples of prohibited conduct.

TASB's Title IX model procedures are available in [TASB School Law eSource](#).

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

DIA(EXHIBIT)

EMPLOYEE WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

The new Title IX regulations require districts to notify employees, students, parents, and others of the Title IX coordinator's contact information, which now must include an email address. For consistency, Policy Service recommends adding an email address for the ADA/Section 504 coordinator, if applicable to your district.

If you have not already completed the survey from Policy Service regarding coordinator contact information, including providing email addresses for each coordinator, please do so in order for your policy consultant to update this exhibit.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

DMA(LEGAL)

PROFESSIONAL DEVELOPMENT: REQUIRED STAFF DEVELOPMENT

HB 18 revises both optional and required training for district staff development. Required training, which must be provided annually, focuses on various aspects of student mental health, as listed in the policy. Suicide prevention training must address the specific components indicated.

Details about required mental health support programs have been updated in accordance with HB 18 and moved to FFEB addressing student mental health.

Provisions addressing required training on child abuse, trafficking, and maltreatment have been updated based on revised Administrative Code rules, effective November 6, 2019.

DMD(LOCAL)

PROFESSIONAL DEVELOPMENT: PROFESSIONAL MEETINGS AND VISITATIONS

Policy Service recommends that the administrative details regarding professional meetings be removed from the local policy manual, as board-adopted policy is not required.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

DMD(REGULATION)

PROFESSIONAL DEVELOPMENT: PROFESSIONAL MEETINGS AND VISITATIONS

Our records indicate that you have both a regulation and an exhibit at this code that you may need to review and revise in light of the changes in this update. Please advise us:

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- If either document is obsolete and should be deleted from your localized policy manual; or
- If you have revisions that you wish to submit for editorial and legal review and incorporation into your localized policy manual.

DP(LEGAL)

PERSONNEL POSITIONS

This legally referenced policy on personnel has been revised to include provisions on various physical and mental health professionals, including:

- School nurses,
- Certified school counselors,
- Nonphysician mental health professionals, and
- Licensed specialists in school psychology (LSSPs).

EEL(LEGAL)

INSTRUCTIONAL ARRANGEMENTS: CONTRACTS WITH OUTSIDE AGENCIES

In accordance with new federal provisions, districts that have Junior Reserve Officers' Training Corps programs must permit homeschooled students to participate in the program.

EHAA(LEGAL)

BASIC INSTRUCTIONAL PROGRAM: REQUIRED INSTRUCTION (ALL LEVELS)

Provisions on coordinated health programs have been updated based on HB 18.

HB 18 amends the SHAC's duties to include making recommendations about various aspects of student mental health.

EHB(LEGAL)

CURRICULUM DESIGN: SPECIAL PROGRAMS

New provisions on dyslexia compliance monitoring are from revised Administrative Code rules, effective December 25, 2019.

SB 2075 requires that a district notify the parent of a student who has or is at risk for dyslexia or a related disorder that the Texas State Library and Archives Commission provides audiobooks free of charge to students with eligible disabilities.

EHBA(LEGAL)

SPECIAL PROGRAMS: SPECIAL EDUCATION

Provisions on off-campus programs to provide special education and related services during school hours in a non-district facility are from new Administrative Code rules, effective November 10, 2019. The rules address placement in the programs, notification to and review by TEA, contract requirements, and changes of student residence.

EHBAB(LEGAL)

SPECIAL EDUCATION: ARD COMMITTEE AND INDIVIDUALIZED EDUCATION PROGRAM

New Administrative Code rules, effective March 30, 2020, address transition assistance for highly mobile students who are homeless or in substitute care. For such students who transfer into the district, the rules require the receiving district to:

- Accept a referral done by a previous district for a special education evaluation and complete any written report of a full individual and initial evaluation by the timelines in law, and

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- Ensure that the district meets student transfer requirements relating to the ARD committee for a student who is already eligible for services.

EHBE(LEGAL)

SPECIAL PROGRAMS: BILINGUAL EDUCATION/ESL

This legally referenced policy on bilingual education has been revised throughout as a result of amended Administrative Code rules, effective April 10, 2020. The rules address requirements for administering the home language survey, parental notice and consent, and assessment options for students in a two-way dual language immersion program.

Other revisions are to better match statute.

EHBG(LEGAL)

SPECIAL PROGRAMS: PREKINDERGARTEN

Amended Administrative Code rules, effective February 13, 2020, prompted revisions throughout the high-quality prekindergarten program provisions.

EHBJ(LEGAL)

SPECIAL PROGRAMS: INNOVATIVE AND MAGNET PROGRAMS

Changes to the application process for requesting approval from the State Board of Education or the commissioner to offer an innovative course are from amended Administrative Code rules, effective December 25, 2019.

EHDD(LEGAL)

ALTERNATIVE METHODS FOR EARNING CREDIT: COLLEGE COURSE WORK/DUAL CREDIT

Provisions on dual credit agreements have been updated based on amended Administrative Code rules, effective November 24, 2019. We have also added some existing statutory provisions on dual credit programs to address faculty supervision and student transcripts.

EI(LEGAL)

ACADEMIC ACHIEVEMENT

Provisions on partial award of credit have been updated to reflect revised Administrative Code rules, effective March 15, 2020. The rules revised terminology regarding awarding of credit proportionately when a student receives a passing grade in "half" of a course, rather than per "semester."

New Administrative Code rules, effective March 30, 2020, address transition assistance for highly mobile students who are homeless or in substitute care and require districts to:

- Adopt local policy to assist with awarding credit for a course that was earned prior to the student enrolling in or transferring to the district [see FD(LOCAL) recommendations in Update 115],
- Develop credit recovery plans for students who were denied credits outside the district or if the student's credit deficit would impede on-time promotion or graduation,
- Create course transition plans for students who were denied credit,
- Develop and administer personal graduation plans for junior or middle school students, and
- Comply with existing Education Code provisions regarding awarding of diplomas.

EI(LOCAL)

ACADEMIC ACHIEVEMENT

Administrative Code rules permit districts, in accordance with local district policy, to award course credit proportionately to a student who successfully completes only half of a course. A new board policy provision has been recommended to address this option, which matches common practice.

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Please contact the district's policy consultant if your district does not award credit proportionately when a student only successfully completes half of a course. This is an optional provision.

Please note: Your locally developed provisions regarding the award of full credit for a two-semester course are also recommended for deletion. This information is more appropriate for inclusion in the student handbook or in other administrative procedures. There is not a requirement that this district practice be addressed in board-adopted local policy.

EIF(LEGAL)

ACADEMIC ACHIEVEMENT: GRADUATION

Beginning with students enrolled in the 12th grade in the 2021–22 school year, HB 3 will require a student to complete and submit a federal or Texas application for financial aid to graduate. The provision has been added to the policy manual now in case the district starts receiving questions about this provision. TEA will be issuing rules with more details.

Details on forming an individual graduation committee, including acceptable alternate members, have been added from amended Administrative Code rules, effective February 10, 2020.

Administrative Code rules effective November 24, 2019, provide that a student who completes the core curriculum of an institution of higher education meets the curriculum requirements for the foundation high school program, earns an endorsement and the distinguished level of achievement, and is entitled to a high school diploma.

Provisions on transitioning to the foundation high school program have been deleted from law.

EKB(LEGAL)

TESTING PROGRAMS: STATE ASSESSMENT

Changes to this legally referenced policy on assessments include:

- Additional detail on end-of-course assessments, for more complete information;
- Deletion of detailed provisions on use of the TSI as a substitute assessment in lieu of a statutory reference; and
- Revisions to testing requirements for accountability purposes based on amended Administrative Code rules, effective February 23, 2020.

EKC(LEGAL)

TESTING PROGRAMS: READING ASSESSMENT

Effective with the 2020–21 school year, HB 3 requires a district to administer the commissioner-adopted reading instrument or the commissioner-approved alternative reading instrument to students at the kindergarten level and report results of reading instruments to parents within 60 calendar days of administration.

ELA(LEGAL)

CAMPUS OR PROGRAM CHARTERS: PARTNERSHIP CHARTERS

This legally referenced policy on partnership charters has been significantly revised in accordance with amended Administrative Code rules, effective March 31, 2020. The rules:

- State that operating partners have final and sole authority over certain campus decisions;
- Add numerous requirements for performance contracts; and
- Update the TEA approval process.

In accordance with amended Administrative Code rules, effective September 1, 2019, a performance contract for a partnership charter only needs to include assurances that the district has consulted with relevant campus personnel if the partnering entity is an open enrollment charter school and not for other partnering entities approved by TEA.

Explanatory Notes

TASB Localized Policy Manual Update 115

Spring ISD

F(LEGAL) STUDENTS

Update 115 includes reorganization of student mental health provisions. As a result:

- FFE has been renamed Counseling and Mental Health;
- FFEA has been renamed Counseling; and
- FFEB has been renamed Mental Health.

FB(LEGAL) EQUAL EDUCATIONAL OPPORTUNITY

The provisions on required grievance procedures and retaliation have been updated based on the new Title IX regulations.

FB(LOCAL) EQUAL EDUCATIONAL OPPORTUNITY

The provision on the Title IX coordinator has been updated in response to the new Title IX regulations. Corresponding wording changes were made to the ADA/Section 504 coordinator text.

In addition, policy BJA(LOCAL) permits the superintendent to delegate responsibilities to other employees as permitted by law; therefore, references to the superintendent's designee have been removed throughout.

FB(EXHIBIT) EQUAL EDUCATIONAL OPPORTUNITY

The new Title IX regulations require districts to notify employees, students, parents, and others of the Title IX coordinator's contact information, which now must include an email address. For consistency, Policy Service recommends adding an email address for the district's ADA/Section 504 coordinator.

If you have not already completed the survey from Policy Service regarding coordinator contact information, including providing email addresses for each coordinator, please do so in order for your policy consultant to update this exhibit.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

FD(LOCAL) ADMISSIONS

New Administrative Code rules, effective March 30, 2020, address transition assistance for highly mobile students who are homeless or in substitute care and require districts to adopt local policy to assist with awarding credit to a student who is homeless or in substitute care for a course that was earned prior to the student enrolling in or transferring to the district. See Transition Assistance for recommended text to comply with this local policy requirement.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

FD(REGULATION) ADMISSIONS

Our records indicate that you have both a regulation and an exhibit at this code that you may need to review and revise in light of the changes in this update. Please advise us:

- If either document is obsolete and should be deleted from your localized policy manual; or
- If you have revisions that you wish to submit for editorial and legal review and incorporation into your localized policy manual.

Explanatory Notes

TASB Localized Policy Manual Update 115

Spring ISD

FDB(LEGAL)

ADMISSIONS: INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

Clarification has been added regarding transfer of a student with a disability who receives special education services and who engaged in bullying.

FEA(LEGAL)

ATTENDANCE: COMPULSORY ATTENDANCE

From HB 3, we have added a provision, effective September 1, 2020, clarifying that a student is not required to attend school for the additional instructional days for which a district receives a financial incentive under Education Code 48.0051. See FEB(LEGAL) for more information.

FEB(LEGAL)

ATTENDANCE: ATTENDANCE ACCOUNTING

Amended Administrative Code rules, effective December 25, 2019, delete the reference to taking attendance during the second or fifth instructional hour and specify that attendance shall be taken at the official attendance-taking time during the campus's instructional day. There is no requirement to include the official attendance-taking time in policy; it may be designated in district procedures.

From HB 3, we have added a provision, effective September 1, 2020, under which a district may receive a financial incentive for offering an additional 30 days of half-day instruction above the required minimum number of minutes for students in prekindergarten through fifth grade.

FEB(LOCAL)

ATTENDANCE: ATTENDANCE ACCOUNTING

Recommended revisions to this local policy on attendance accounting are to address amended Administrative Code rules that delete the reference to taking attendance during the second or fifth instructional hour and specify that attendance shall be determined at the official attendance-taking time during the campus's instructional day. The recommended text assigns to the superintendent the responsibility of designating the district's official attendance-taking time. Note that there is no requirement to include the official attendance-taking time in policy; it may be designated in district procedures.

In addition, policy BJA(LOCAL) permits the superintendent to delegate responsibilities to other employees as permitted by law; therefore, references to the superintendent's designee have been removed throughout.

See FEB in the [TASB Regulations Resource Manual](#).

FFAC(LEGAL)

WELLNESS AND HEALTH SERVICES: MEDICAL TREATMENT

Provisions on nursing peer review committees have been moved to DP(LEGAL).

Provisions on psychotropics and psychiatric evaluations have been moved to FFEB(LEGAL).

FFAE(LEGAL)

WELLNESS AND HEALTH SERVICES: SCHOOL-BASED HEALTH CENTERS

HB 18 permits the board (in addition to a local health education and health-care advisory council) to initiate the establishment of a school-based health center at a campus. The bill also expands the list of services that may be provided at school-based health centers to include physical health care, treatment of mental health conditions, and treatment for substance abuse.

Other changes from HB 18 address parental consent for referrals, the membership of the advisory council, and coordination with existing providers.

Explanatory Notes

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FFB(LEGAL)

STUDENT WELFARE: CRISIS INTERVENTION

Provisions on the recommended best practice programs and research-based practices on student mental health have been moved to FFEB(LEGAL).

FFC(LEGAL)

STUDENT WELFARE: STUDENT SUPPORT SERVICES

New Administrative Code rules, effective March 30, 2020, address transition assistance for highly mobile students who are homeless or in substitute care. The rules address processes and practices on the following:

- Transferring student records;
- Developing systems to ease transition for students, including welcome packets, introductions, and mechanisms for receiving school nutrition program benefits;
- Convening enrollment conferences;
- Determining appropriate placement in educational programs and courses;
- Facilitating participation in extracurricular programs;
- Promoting postsecondary information; and
- Notifying the educational decision-maker and caseworker of events that significantly impact the student's education.

FFE(LEGAL)

STUDENT WELFARE: COUNSELING AND MENTAL HEALTH

Provisions on counseling have been moved to FFEA.

FFE(REGULATION)

STUDENT WELFARE: COUNSELING AND MENTAL HEALTH

We recommend deletion of this regulation dating from 2007. Provisions on crisis intervention and suicide prevention are now found in policy FFB. Please contact your policy consultant if you have any questions.

FFE(EXHIBIT)

STUDENT WELFARE: COUNSELING AND MENTAL HEALTH

We recommend deletion of this exhibit with two locally developed forms dating from 2000. Provisions on crisis intervention and suicide prevention are now found in policy FFB. Please review the forms and if they should be retained in the manual contact your policy consultant for assistance with recoding them to FFB.

FFEA(LEGAL)

COUNSELING AND MENTAL HEALTH: COUNSELING

This legally referenced policy has been reorganized to focus on both behavioral and academic counseling programs. As a result:

- Personnel provisions on school counselors and their duties have been moved to DP(LEGAL), and
- Various provisions regarding consent to counseling services previously at FFE(LEGAL) have been moved to this code.

From HB 18, we have added a provision requiring a school counselor to work with various stakeholders to plan, implement, and evaluate a comprehensive school counseling program.

From HB 114, we have added a provision applicable with the 2020–21 school year requiring a school counselor to provide information regarding availability of college credit for military experience, education, and training obtained during military service.

Explanatory Notes

TASB Localized Policy Manual Update 115

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FFEB(LEGAL)

COUNSELING AND MENTAL HEALTH: MENTAL HEALTH

This legally referenced policy has been added to focus on student mental health programs. As a result, provisions on psychotropics and psychiatric evaluations previously at FFAC(LEGAL) have been moved to this code.

The policy now addresses the various mental health programs, as revised by HB 18, for which the district must develop practices and procedures. The practices and procedures must be included in the student handbook and district improvement plan. The 2020–21 [TASB Model Student Handbook](#) has been updated to meet this requirement.

FFG(LEGAL)

STUDENT WELFARE: CHILD ABUSE AND NEGLECT

This legally referenced policy on child abuse and neglect has been significantly revised based on amended Administrative Code rules, effective November 6, 2019. The rules address the required policy on sexual abuse, trafficking, and other maltreatment of students that must be included in the district improvement plan and the student handbook. The 2020–21 [TASB Model Student Handbook](#) has been updated to meet this requirement. The rules also revise the elements of the required child abuse and neglect reporting policy.

FFG(LOCAL) has been revised to comply with these rule changes.

FFG(LOCAL)

STUDENT WELFARE: CHILD ABUSE AND NEGLECT

This local policy on child abuse and neglect has been significantly revised based on amended Administrative Code rules.

Recommended text is included to provide the required policy addressing sexual abuse, trafficking, and other maltreatment of students that must be included in the district improvement plan and the student handbook. The 2020–21 [TASB Model Student Handbook](#) has been updated to meet this requirement.

The rules also revise the elements of the required child abuse and neglect reporting policy. To ensure all the policy elements are addressed in board-adopted local policy, we have revised and moved provisions from FFG(EXHIBIT) into this local policy and recommend deletion of the exhibit.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

FFG(REGULATION)

STUDENT WELFARE: CHILD ABUSE AND NEGLECT

Our records indicate that you have a regulation at this code that you may need to review and revise in light of the changes in this update. Please advise us:

- If this regulation is obsolete and should be deleted from your localized policy manual; or
- If you have revisions that you wish to submit for editorial and legal review and incorporation into your localized policy manual.

FFG(EXHIBIT)

STUDENT WELFARE: CHILD ABUSE AND NEGLECT

As mentioned at FFG(LEGAL), Administrative Code rules on child abuse and neglect were recently revised. To ensure that all required policy elements are addressed in board-adopted local policy, we have revised and moved provisions from this exhibit into FFG(LOCAL); therefore, exhibit A is recommended for deletion. The district's locally developed exhibit for noting when students are removed from campus by legal authorities has been retained.

Explanatory Notes

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Spring ISD

FFH(LEGAL)

STUDENT WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

This legally referenced policy addressing discrimination, harassment, and retaliation against students has been significantly revised to include the new Title IX regulations, which define sexual harassment under Title IX and establish detailed procedures for how districts must respond to notice or allegations of sexual harassment.

The final Title IX regulations and related materials are available on the U.S. Department of Education [Office for Civil Rights](#) website.

Provisions on dating violence have been moved from BQ(LEGAL) to this code on discrimination, harassment, and retaliation.

FFH(LOCAL)

STUDENT WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

Based on the new Title IX regulations, recommended revisions include the following.

- The definition of Prohibited Conduct has been revised to include conduct that meets the Title IX definition of sexual harassment, but the policy retains the broader definitions of prohibited conduct in districts' current policies to ensure that all prohibited conduct is addressed.
- Text at Sex-Based Harassment and Investigation of Reports Other than Title IX directs readers to new provisions on responding to allegations of prohibited conduct that if proved would meet the definition of sexual harassment under Title IX, as the law requires a specific response process for these allegations. Allegations of prohibited conduct not based on sex or that would not meet the definition of sexual harassment under Title IX will follow the district's existing investigation process.
- The provision requiring an employee to report prohibited conduct has been updated to include either direct or indirect reports.
- Text at Response to Sexual Harassment—Title IX addresses legally required actions when the district receives notice or allegations of conduct that would meet the definition of sexual harassment under Title IX.
- New provisions direct the superintendent to develop a Title IX formal complaint process that will apply following a formal complaint and that must comply with the elements in the new regulations, as included in FFH(LEGAL).
- To determine responsibility in a Title IX formal complaint of sexual harassment, the policy designates that the district will use a *preponderance of the evidence* standard. **If the board wishes to instead use the *clear and convincing evidence* standard, which is a higher standard of evidence, please contact the district's policy consultant.** The district must use the same standard of evidence for investigation of all formal Title IX sexual harassment complaints, including complaints by employees.
- Provisions on retaliation and false claims have been updated and moved to the end of the policy.

Policy Service also recommends updates to the examples for harassment to include cyberharassment and electronic communications.

TASB's Title IX model procedures are available in [TASB School Law eSource](#).

Explanatory Notes

TASB Localized Policy Manual Update 115

Spring ISD

FFH(EXHIBIT)

STUDENT WELFARE: FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

The new Title IX regulations require districts to notify employees, students, parents, and others of the Title IX coordinator's contact information, which now must include an email address. For consistency, Policy Service recommends adding an email address for the district's ADA/Section 504 coordinator.

If you have not already completed the survey from Policy Service regarding coordinator contact information, including providing email addresses for each coordinator, please do so in order for your policy consultant to update this exhibit.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

FM(LEGAL)

STUDENT ACTIVITIES

The detailed list of honors classes for purposes of eligibility to participate in extracurricular activities has been deleted in lieu of a reference to the Administrative Code.

Existing statutory provisions on before- and after-school programs for elementary and middle school grades have been added.

FMF(LOCAL)

STUDENT ACTIVITIES: CONTESTS AND COMPETITION

This local policy on student contests and competition is recommended for deletion. There is no requirement for board policy on these issues; the district's practices can be included in administrative procedures.

FMF(REGULATION)

STUDENT ACTIVITIES: CONTESTS AND COMPETITION

Our records indicate that you have a regulation at this code that you may need to review and revise in light of the changes in this update. Please advise us:

- If this regulation is obsolete and should be deleted from your localized policy manual; or
- If you have revisions that you wish to submit for editorial and legal review and incorporation into your localized policy manual.

FNG(LOCAL)

STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT AND PARENT COMPLAINTS/GRIEVANCES

Policy Service has revised the list of protected characteristics at Other Complaint Processes, item 1, to align with the list at FFH(LOCAL) above.

A recommended revision specifies that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the board within 90 "calendar" days. This is an exception to how other timelines are calculated in the policy, which are based on "business" days in accordance with how days are defined.

The district's locally developed text throughout the policy has been retained, including provisions that permit the administration to reject certain complaints, prohibit complainants from appealing dismissal due to untimely filings, and permit complaint hearings before the board on a case-by-case basis. If you would like to review our recommended text for this policy, please contact your policy consultant.

See FNG in the [TASB Regulations Resource Manual](#) for updated complaint forms.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

Explanatory Notes

TASB Localized Policy Manual Update 115

Spring ISD

FNG(EXHIBIT)

STUDENT RIGHTS AND RESPONSIBILITIES: STUDENT AND PARENT COMPLAINTS/GRIEVANCES

Our records indicate that you have an exhibit at this code that you may need to review and revise in light of the changes in this update. Please advise us:

- If this exhibit is obsolete and should be deleted from your localized policy manual; or
- If you have revisions that you wish to submit for editorial and legal review and incorporation into your localized policy manual.

GBAA(REGULATION)

INFORMATION ACCESS: REQUESTS FOR INFORMATION

Our records indicate that you have a regulation at this code that you may need to review and revise in light of the changes in this update. Please advise us:

- If this regulation is obsolete and should be deleted from your localized policy manual; or
- If you have revisions that you wish to submit for editorial and legal review and incorporation into your localized policy manual.

GBAA(EXHIBIT)

INFORMATION ACCESS: REQUESTS FOR INFORMATION

This exhibit referring to the attorney general's guidelines for charges under the Public Information Act is being deleted. The citation to the Administrative Code where these charges are found has been added to GBAA(LEGAL).

See GBAA in the [TASB Regulations Resource Manual](#) for updated forms related to requests for information.

GF(LOCAL)

PUBLIC COMPLAINTS

A recommended revision specifies that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the board within 90 "calendar" days. This is an exception to how other timelines are calculated in the policy, which are based on "business" days in accordance with how days are defined.

See GF in the [TASB Regulations Resource Manual](#) for updated complaint forms.

The *Legal Issues in Update 115* memo describes common legal concerns and best practices specific to [this policy topic](#).

GF(EXHIBIT)

PUBLIC COMPLAINTS

Our records indicate that you have an exhibit at this code that you may need to review and revise in light of the changes in this update. Please advise us:

- If this exhibit is obsolete and should be deleted from your localized policy manual; or
- If you have revisions that you wish to submit for editorial and legal review and incorporation into your localized policy manual.

GKA(LEGAL)

COMMUNITY RELATIONS: CONDUCT ON SCHOOL PREMISES

Provisions on drones have been updated based on changes to federal law and replace previous provisions on model aircraft.

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy BF(LOCAL) – BOARD POLICIES
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy BF(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>A revision to this local policy clarifies that a district's legally referenced policies are not adopted by the Board.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE No

MEETING DATE September 2020

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

Organization

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

Legally referenced policies are not adopted by the Board.

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

Definition

Board Policy

Board policy is defined as statements of governing principles that constitute one method by which the Board exercises control over the District. By means of policies, the Board explains values, purposes, and ends to be sought.

Terms

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

[See AB for District name terminology.]

Harmony with Law

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

Severability

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

Policy Development

The formulation and adoption of written local policies shall constitute the basic method by which the Board exercises its leadership in the operation of the District. The study and evaluation of reports concerning the execution of its written policies shall constitute the method by which the Board shall exercise its control over the operation of the District.

In formulating policies, the Board may consult individuals and groups affected by the policies. Board members recognize that while school boards are policymaking bodies, they properly delegate the execution of policy to employed professional administrators.

BOARD POLICIES

BF
(LOCAL)

Adopting new policies or changing existing policies shall be the sole responsibility of the Board. Proposals for new policies or changes to existing policies may be initiated in writing by any Board member, any citizen, or any employee. Generally, the Superintendent or designee shall refer to the Board for consideration policy recommendations that come from the staff.

[See also BP(LOCAL) regarding District procedures and administrative practices reflected in administrative regulations]

Official Policy Manual

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

Adoption and Amendment

Before being adopted, local policy must be presented to the Board on at least two occasions in an official regular or called meeting of the Board.

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

The formal adoption of policies shall be recorded in the minutes of the Board. Only those written statements so adopted and so recorded shall be regarded as official Board policy, except those submitted and approved through the Policy Revision Program.

Emergency Clause

If, in the opinion of a majority of the Board, an emergency condition exists that would act to the detriment of the District by following the above procedure, a "local" policy may be adopted on the first reading by majority vote of the Board.

Policy Revision Program

The administration shall plan and execute a permanent policy revision program for the systematic and continuous study of District policies and for the formal revision of those policies. The purpose of this program is to clarify and simplify the policies and to make the policies more accessible, understandable, and usable.

The Board grants to the Superintendent or designee authority to make such nonsubstantive changes, such as, but not limited to, title changes, department name changes, personnel name changes, and the like.

When revising a policy, the administration may not alter the sense, meaning, or effect of the policy.

TASB Localized Updates

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

the manual, the version contained in the official policy manual shall be regarded as authoritative.



SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy DED(LOCAL) – COMPENSATION AND BENEFITS – VACATIONS AND HOLIDAYS
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy DED(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>Recommended revisions to this local policy on vacations and holidays address the board's authorization of these programs, including which employees are eligible for the benefits, and refer to administrative procedures for details to promote consistent application and prevent conflict between policy and administrative procedures. We recommend that the details regarding nonduty days also be moved to administrative procedures.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE No

MEETING DATE September 2020

COMPENSATION AND BENEFITS
VACATIONS AND HOLIDAYS

DED
(LOCAL)

~~Eligibility for Paid
Vacation Days~~

Eligible employees in positions normally requiring 260 days of service annually shall receive paid vacation days in accordance with administrative regulations that address the following:

**Accrual rates and
availability**

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

~~Paid vacation shall be provided for at will full time 260 day classified employees on the following basis:~~

~~Accrual of paid vacation days shall begin immediately if the employee is employed prior to the 15th of the month or on the first day of the next month if the employee is employed on or after the 15th of the month.~~

~~1. Vacation credit shall be earned on the following basis:~~

- a. ~~For the first seven years of continuous service with the District, paid vacation shall be earned at the rate of 0.833 of a day for each month of service, up to an annual maximum of ten days.~~
- b. ~~For eight through 15 years of continuous service with the District, paid vacation shall be credited at the rate of 1.25 days for each month of service, up to an annual maximum of 15 days.~~
- c. ~~For 16 or more years of continuous service with the District, paid vacation shall be credited at the rate of 1.666 days for each month of service, up to an annual maximum of 20 days.~~

~~2. Not more than 60 days of unused paid vacation may be carried forward from one year to the next. Unused days in excess of the maximum shall be lost.~~

~~Use of Accrued
Vacation Time~~

~~Use of accrued paid vacation days shall not be allowed until one year after the date of employment.~~

~~Time of usage of paid vacation shall be subject to approval by the immediate supervisor.~~

~~Reimbursement for
Unused Accrued
Vacation Time~~

~~At the time of retirement or termination, the employee shall be compensated for all unused paid vacation days at the employee's current daily rate of pay.~~

COMPENSATION AND BENEFITS
VACATIONS AND HOLIDAYS

DED
(LOCAL)

~~Grandfathered Staff Employees hired prior to July 1, 1992, shall suffer no loss of accrued vacation days earned before that date.~~

Holidays

Eligible ~~classified~~ employees **in positions normally requiring 260 days of service annually** shall receive **paid** ~~payment for holidays not worked as listed on the respective work calendar and as provided for in the annual salary and benefits plan.~~

Nonduty Days

~~Nonduty days, in lieu of vacation days, shall be provided on the following basis for employees employed for a minimum of 226 days:~~

- ~~1. The number of nonduty days shall be based on the difference between the number of annual workdays established in the respective work calendar, the number of holidays in accordance with scheduled on the respective work calendar, and the number of contract days specified in the employee's duty schedule and administrative regulations annual contract.~~
[See DEAB for overtime pay provisions.]
- ~~2. Nonduty days for exempt employees shall be used during the employment year and shall not be carried forward from one year to the next. Days not used by June 30 shall be lost, except as provided in this policy.~~
- ~~3. Exempt employees may request the use of nonduty days beyond the employment year. Such requests must be made on or before June 30 and must be approved by the Superintendent or designee. Use of nonduty days beyond the contract year may only occur during July and August.~~
- ~~4. Nonduty days for nonexempt employees shall be used during the employment contract year and may not be carried forward past June 30.~~
- ~~5. Employees retiring from or terminating employment prior to the completion of their annual contract shall be paid for only those days worked in fulfillment of their contract.~~



SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy DMD(LOCAL) – PROFESSIONAL DEVELOPMENT – PROFESSIONAL MEETINGS AND VISITATIONS
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy DMD(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>Recommended revisions to this policy incorporate the recent United States Supreme Court decision <i>Bostock v. Clayton County, Georgia</i>, which held that an adverse employment action against an employee on the basis of homosexuality or transgender status violates Title VII's prohibition on sex discrimination in employment. As a result, the policy clarifies that discrimination on the basis of sex includes discrimination on the basis of biological sex, gender identity, sexual orientation, gender stereotypes, or any other prohibited basis related to sex.</p> <p>The policy has also been revised to address the federal Title IX regulations as follows:</p> <ul style="list-style-type: none"> • The definition of Prohibited Conduct has been revised to include conduct that meets the Title IX definition of sexual harassment, but the policy retains the broader definitions of prohibited conduct in districts' current policies to ensure that all prohibited conduct is addressed. • Text at Sex-Based Harassment and Investigation of Reports Other than Title IX directs readers to new provisions on responding to allegations of prohibited conduct that if proved would meet the definition of sexual harassment under Title IX, as the law requires a specific response process for these allegations. Allegations of prohibited conduct not based on sex or that would not meet the definition of sexual harassment under Title IX will follow the district's existing investigation process. • The Title IX regulations provide that a district has actual knowledge of sexual harassment if notice or allegations are made to any employee; therefore, a new provision at Notice of Report requires <i>any</i> employee who receives a report of prohibited conduct based on sex to notify the Title IX coordinator. • Text at Response to Sexual Harassment—Title IX addresses legally required actions when the district receives notice or allegations of conduct that would meet the definition of sexual harassment under Title IX. • New provisions direct the superintendent to develop a Title IX formal complaint process that will apply following a formal complaint and that must comply with the elements in the new regulations, as included in FFH(LEGAL).

	<ul style="list-style-type: none"> To determine responsibility in a Title IX formal complaint of sexual harassment, the policy designates that the district will use a <i>preponderance of the evidence</i> standard. If the board wishes to instead use the <i>clear and convincing evidence</i> standard, which is a higher standard of evidence, please contact the district's policy consultant. The district must use the same standard of evidence for investigation of all formal Title IX sexual harassment complaints, including complaints by students. Provisions on retaliation and records retention have been updated. <p>Policy Service also recommends clarification of the provisions on distribution of the policy and any accompanying procedures.</p> <p>In addition, based on previous guidance from the Office of Civil Rights, Policy Service recommends including in the policy examples of prohibited conduct.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA	Yes
IS ITEM ON BOT REGULAR MEETING AGENDA	Yes
IS ITEM A CONSENT AGENDA ITEM	Yes
DO YOU HAVE SUPPORTING DOCUMENTS	Yes
IS THERE A PRESENTATION	No
WHEN WILL THE PRESENTATION BE MADE	N/A
DOES ITEM REQUIRE BOARD SIGNATURE	No
MEETING DATE	September 2020

EMPLOYEE WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

DIA
(LOCAL)

Note: This policy addresses discrimination, harassment, and retaliation ~~against~~~~involving~~ District employees. ~~For Title IX and other provisions regarding~~~~For~~ discrimination, harassment, and retaliation ~~against~~~~involving~~ students, see FFH. For reporting requirements related to child abuse and neglect, see FFG.

Definitions

Solely for purposes of this policy, the term “employee” includes former employees, applicants for employment, and unpaid interns.

**Statement of
Nondiscrimination**

The District prohibits discrimination, including harassment, against any employee on the basis of race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of District policy **and is prohibited**.

Discrimination

Discrimination against an employee is defined as conduct directed at an employee on the basis of race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law that adversely affects the employee’s employment.

In accordance with law, discrimination on the basis of sex includes discrimination on the basis of biological sex, gender identity, sexual orientation, gender stereotypes, or any other prohibited basis related to sex.

Prohibited Conduct

In this policy, the term “prohibited conduct” includes discrimination, harassment, workplace bullying, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.

Prohibited conduct also includes sexual harassment as defined by Title IX. [See FFH(LEGAL)]

**Prohibited
Harassment**

Prohibited harassment of an employee is defined as physical, verbal, or nonverbal conduct based on an employee’s race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law, when the conduct is so severe, persistent, or pervasive that the conduct:

1. Has the purpose or effect of unreasonably interfering with the employee’s work performance;
2. Creates an intimidating, threatening, hostile, or offensive work environment; or
3. Otherwise adversely affects the employee’s performance, environment, or employment opportunities.

Examples

Examples of prohibited harassment may include offensive or derogatory language directed at another person's religious beliefs or practices, accent, skin color, gender identity, or need for workplace accommodation; threatening or intimidating conduct; offensive jokes, name calling, slurs, or rumors; cyberharassment; physical aggression or assault; display of graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

Sex-Based Harassment

As required by law, the District shall follow the procedures below at Response to Sexual Harassment—Title IX upon a report of sexbased harassment, including sexual harassment, when such allegations, if proved, would meet the definition of sexual harassment under Title IX. [See FFH(LEGAL)]

Sexual Harassment

Sexual harassment is a form of sex discrimination defined as unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. Submission to the conduct is either explicitly or implicitly a condition of an employee's employment, or when submission to or rejection of the conduct is the basis for an employment action affecting the employee; or
2. The conduct is so severe, persistent, or pervasive that it has the purpose or effect of unreasonably interfering with the employee's work performance or creates an intimidating, threatening, hostile, or offensive work environment.

Examples

Examples of sexual harassment may include sexual advances; touching intimate body parts; coercing or forcing a sexual act on another; jokes or conversations of a sexual nature; and other sexually motivated conduct, **contact, or** communication, **including electronic communication**~~or contact.~~

Workplace Bullying

The District considers workplace bullying to be unacceptable and will not tolerate it under any circumstances.

Workplace bullying shall be defined as regularly occurring, inappropriate conduct, including, but not limited to, incivility, rudeness, and discourteous behavior that inflicts physical hurt or psychological distress on one or more employees and creates an intimidating, threatening, or abusive work environment. Such conduct may be oral, written, and/or electronic.

EMPLOYEE WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

DIA
(LOCAL)

Workplace bullying does not include the legitimate exercise of employee management, including task assignment, employee coaching, and work-related employee discipline.

Retaliation

~~The District prohibits retaliation against an employee who makes a claim alleging to have experienced discrimination, harassment, or workplace bullying, or another employee who, in good faith, makes a report, serves as a witness, or otherwise participates in an investigation.~~

Prohibited Conduct

~~In this policy, the term "prohibited conduct" includes discrimination, harassment, workplace bullying, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.~~

Reporting Procedures

~~An~~**Any** employee who believes that he or she has experienced prohibited conduct or believes that another employee has experienced prohibited conduct should immediately report the alleged acts. The employee may report the alleged acts to his or her ~~immediate~~ supervisor or campus principal.

Alternatively, the employee may report the alleged acts to one of the District officials below.

Definition of District Officials

For the purposes of this policy, District officials are the Title IX/~~ADA (Americans with Disabilities Act)~~ coordinator, the Section 504 coordinator, the department chiefs, and the Superintendent.

Title IX/~~ADA~~
Coordinator

Reports of discrimination based on sex, including sexual harassment, **may be directed to** ~~or violations of the designated Americans with Disabilities Act may be directed to the~~ Title IX/~~ADA~~ coordinator. [See DIA(EXHIBIT)]

ADA / Section 504
Coordinator

Reports of discrimination based on disability may be directed to the **designated ADA/**Section 504 coordinator. [See DIA(EXHIBIT)]

Department Chief

Reports of workplace bullying may be directed to the employee's department chief.

Superintendent

The Superintendent ~~or designee~~ shall serve as coordinator for purposes of District compliance with all other **nondiscrimination** ~~anti-discrimination~~ laws.

Alternative Reporting Procedures

An employee shall not be required to report prohibited conduct to the person alleged to have committed **the conduct** ~~it~~. Reports concerning prohibited conduct, including reports against the Title IX/~~ADA~~ coordinator or Section 504 coordinator, may be directed to the Superintendent ~~or designee~~.

EMPLOYEE WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

DIA
(LOCAL)

A report against the Superintendent may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.

Timely Reporting

To ensure the District's prompt investigation, reports Reports of prohibited conduct shall be made as soon as possible after the alleged act or knowledge of the alleged act. ~~A failure to promptly report may impair the District's ability to investigate and address the prohibited conduct.~~

Notice of Report

Any District supervisor who receives a report of prohibited conduct shall immediately notify the appropriate District official listed above and take any other steps required by this policy.

Any District employee who receives a report of prohibited conduct based on sex, including sexual harassment, shall immediately notify the Title IX coordinator.

Investigation of Reports Other Than Title IX
~~the Report~~

The following procedures apply to all allegations of prohibited conduct other than allegations of harassment prohibited by Title IX. [See FFH(LEGAL)] For allegations of sex-based harassment that, if proved, would meet the definition of sexual harassment under Title IX, see the procedures below at Response to Sexual Harassment—Title IX.

The District may request, but shall not ~~require~~**insist upon**, a written report ~~from the complainant~~. If a report is made orally, the District official shall reduce the report to written form.

Initial Assessment

Upon receipt or notice of a report, the District official shall determine whether the allegations, if ~~provided~~**proven**, would constitute prohibited conduct as defined by this policy. If so, the District ~~official~~ shall immediately authorize or undertake an investigation, regardless of whether a criminal or regulatory investigation regarding the same or similar allegations is pending.

Interim Action

~~In the case of workplace bullying, an investigation must begin no later than seven District business days from when the District official received the complaint.~~

If appropriate, the District shall promptly take interim action calculated to prevent prohibited conduct during the course of an investigation.

District Investigation

The investigation may be conducted by the District official or a designee, such as the campus principal, or by a third party designated by the District, such as an attorney. When appropriate, the ~~campus~~ principal or supervisor shall be involved in or informed of the investigation.

EMPLOYEE WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

DIA
(LOCAL)

The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations. ~~Complainants and respondents may submit supporting documentation as appropriate.~~

Concluding the Investigation

Absent extenuating circumstances, the investigation should be completed within ten District business days from the date of the report; however, ~~upon approval by the Superintendent or designee,~~ the investigator ~~shall~~**may** take additional time **if necessary** to complete a thorough investigation.

The investigator shall prepare a written report of the investigation. The report shall be filed with the District official overseeing the investigation.

District Action

If the results of an investigation indicate that prohibited conduct occurred, the District shall promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the conduct.

The District may take action based on the results of an investigation, even if the conduct did not rise to the level of prohibited or unlawful conduct.

Confidentiality

To the greatest extent possible, the District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.

Appeal

A complainant who is dissatisfied with the outcome of the investigation may appeal through DGBA(LOCAL), beginning at the appropriate level.

The complainant may have a right to file a complaint with appropriate state or federal agencies.

Response to Sexual Harassment—Title IX

For purposes of the District's response to reports of harassment prohibited by Title IX, definitions can be found in FFH(LEGAL).

General Response

When the District receives notice or an allegation of conduct that, if proved, would meet the definition of sexual harassment under Title IX, the Title IX coordinator shall promptly contact the complainant to:

- Discuss the availability of supportive measures and inform the complainant that they are available, with or without the filing of a formal complaint;**

- Consider the complainant's wishes with respect to supportive measures; and
- Explain to the complainant the option and process for filing a formal complaint.

The District's response to sexual harassment shall treat complainants and respondents equitably by offering supportive measures to both parties, as appropriate, and by following the Title IX formal complaint process before imposing disciplinary sanctions or other actions that are not supportive measures against a respondent.

If a formal complaint is not filed, the District reserves the right to investigate and respond to prohibited conduct in accordance with Board policies and administrative procedures.

Title IX Formal Complaint Process

To distinguish the process described below from the District's general grievance policies [see DGBA, FNG, and GF], this policy refers to the grievance process required by Title IX regulations for responding to formal complaints of sexual harassment as the District's "Title IX formal complaint process."

The Superintendent shall ensure the development of a Title IX formal complaint process that complies with legal requirements. [See FFH(LEGAL)] The formal complaint process shall be posted on the District's website. In compliance with Title IX regulations, the District's Title IX formal complaint process shall address the following basic requirements:

1. Equitable treatment of complainants and respondents;
2. An objective evaluation of all relevant evidence;
3. A requirement that the Title IX coordinator, investigator, decision-maker, or any person designated to facilitate an informal resolution process not have a conflict of interest or bias;
4. A presumption that the respondent is not responsible for the alleged sexual harassment until a determination is made at the conclusion of the Title IX formal complaint process;
5. Time frames that provide for a reasonably prompt conclusion of the Title IX formal complaint process, including time frames for appeals and any informal resolution process, and that allow for temporary delays or the limited extension of time frames with good cause and written notice as required by law;

EMPLOYEE WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

DIA
(LOCAL)

6. A description of the possible disciplinary sanctions and remedies that may be implemented following a determination of responsibility for the alleged sexual harassment;
7. A statement of the standard of evidence to be used to determine responsibility for all Title IX formal complaints of sexual harassment;
8. Procedures and permissible bases for the complainant and respondent to appeal a determination of responsibility or a dismissal of a Title IX formal complaint or any allegations therein;
9. A description of the supportive measures available to the complainant and respondent;
10. A prohibition on using or seeking information protected under a legally recognized privilege unless the individual holding the privilege has waived the privilege;
11. Additional formal complaint procedures in 34 C.F.R. 106.45(b), including written notice of a formal complaint, consolidation of formal complaints, recordkeeping, and investigation procedures; and
12. Other local procedures as determined by the Superintendent

Standard of Evidence

The standard of evidence used to determine responsibility in a Title IX formal complaint of sexual harassment shall be the preponderance of the evidence.

Retaliation

The District prohibits retaliation against an employee who makes a claim alleging to have experienced discrimination, ~~or~~ harassment, ~~or workplace bullying~~, or another employee who, in good faith, makes a report of harassment or discrimination, files a complaint of harassment or discrimination, serves as a witness, or otherwise participates or refuses to participate in an investigation.

Examples

Examples of retaliation may include termination, refusal to hire, demotion, and denial of promotion. Retaliation may also include threats, intimidation, coercion, unjustified negative evaluations, unjustified negative references, or increased surveillance.

Records Retention

The District shall retain copies of allegations ~~Copies of reports alleging prohibited conduct~~, investigation reports, and related records ~~regarding any prohibited conduct in accordance with shall be maintained by~~ the District's records control schedules,

DATE ISSUED:
~~4/31/2019~~ 07/23/2020
UPDATE ~~412~~ 115
DIA(LOCAL)-X

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EMPLOYEE WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

DIA
(LOCAL)

~~but District~~ for **no less than the minimum amount** ~~a period~~ of **time**
required by law. ~~at least three years.~~ [See CPC]

**[For Title IX recordkeeping and retention provisions, see
FFH(LEGAL) and the District's Title IX formal complaint pro-
cess.]**

**Access to Policy and
Procedures**

Information regarding this ~~This~~ **policy and any accompanying
procedure** shall be distributed annually to District employees.
Copies of the policy **and procedures** shall be **posted on the Dis-
trict's website, to the extent practicable, and** readily available at
each campus and the ~~District~~ **District's** administrative offices.

Training

District employees who hold a supervisory position shall receive
training on an annual basis regarding workplace bullying.



SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy DMD(LOCAL) – PROFESSIONAL DEVELOPMENT – PROFESSIONAL MEETINGS AND VISITATIONS
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy DMD(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>Policy Service recommends that the administrative details regarding professional meetings be removed from the local policy manual, as board-adopted policy is not required.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE No

MEETING DATE September 2020

PROFESSIONAL DEVELOPMENT
PROFESSIONAL MEETINGS AND VISITATIONS

DMD
(LOCAL)

**Meetings,
Conferences, and
Workshops**

~~District personnel may attend and participate in meetings, conferences, and workshops that will contribute to their professional growth and development. [See also DMA and DMG]~~

~~When attendance at such events is recommended or required by the administration, the Board, TEA, or UIL, personnel may attend with the Superintendent's or designee's approval. No salary deduction or loss of leave shall occur when attendance is recommended or required. Travel expenses and registration fees will be paid by the District when attendance is recommended or required.~~

~~The Superintendent or designee may grant additional absences to employees for attendance at meetings, conferences, and workshops that are of special interest to the employee.~~

Release Time

~~Requests for release time with pay to attend employee organization meetings, other than any such meetings approved for required staff development purposes, are discretionary and shall be considered on a case-by-case basis by the Superintendent or designee. The responsibility for justifying the district-related purpose to be accomplished by attendance shall rest with the employee. Approval of discretionary release time may be given if the employee is on the program, has some official function, or can obtain specific information related to his or her job description that will assist the District in fulfilling its mission. Permission to attend such meetings should be secured at least seven days in advance. Salary deduction or loss of leave will occur when attendance is not recommended or required. Travel expenses and registration fees will not be paid by the District when attendance is not recommended or required.~~

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy EI(LOCAL) – ACADEMIC ACHIEVEMENT
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy EI(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>Administrative Code rules permit districts, in accordance with local district policy, to award course credit proportionately to a student who successfully completes only half of a course. A new board policy provision has been recommended to address this option, which matches common practice.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE No

MEETING DATE September 2020

**Certificate of
Coursework
Completion**

The District shall not issue a certificate of coursework completion to a student who fails to meet all state and local requirements for graduation. [See EIF, FMH]

Partial~~Course~~ **Credit**

~~When~~~~In accordance with the adopted Program of Studies, when~~ a student earns a passing grade in **only half of** a course, **and the combined grade for both halves is lower than 70**, the District shall award the student ~~full~~ credit for the **half with the passing grade.** ~~course.~~

~~Exceptional circumstances related to partial credit shall be reviewed by the counselor and approved by the campus principal or designee.~~

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy FB(LOCAL) – EQUAL EDUCATIONAL OPPORTUNITY
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy FB(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>The provision on the Title IX coordinator has been updated in response to the new Title IX regulations. Corresponding wording changes were made to the ADA/Section 504 coordinator text. In addition, policy BJA(LOCAL) permits the superintendent to delegate responsibilities to other employees as permitted by law; therefore, references to the superintendent's designee have been removed throughout.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE No

MEETING DATE September 2020

Note: The following provisions address equal educational opportunity for all students in accordance with law. For provisions addressing discrimination, harassment, and retaliation involving District students, see FFH.

Title IX Coordinator The District ~~designates and authorizes the~~ ~~has designated a~~ Title IX coordinator for students to coordinate its efforts to comply with Title IX of the Education Amendments of 1972, as amended. [See FB(EXHIBIT)]

ADA / Section 504 Coordinator The District ~~designates and authorizes~~ ~~has designated an~~ ADA/Section 504 coordinator for students to coordinate its efforts to comply with Title II of the Americans with Disabilities Act of 1990, as amended, which incorporates and expands upon the requirements of Section 504 of the Rehabilitation Act of 1973 ("Section 504"), as amended. [See FB(EXHIBIT)]

Superintendent The Superintendent ~~or designee~~ shall serve as coordinator for purposes of District compliance with all other nondiscrimination laws.

Equal Educational Opportunity
General Education The District shall provide necessary services and supports to provide students equal access to educational opportunities. [See EHBC] Certain instructional or other accommodations, including on state-mandated assessments, may be made when necessary, when allowable, and when these accommodations do not modify the rigor or content expectations of a subject, course, or assessment. [See EKB]

Additional Services and Supports If the District has reason to believe that a student has a disability that may require additional services and supports in order for the student to receive an appropriate education as this term is defined by law, Section 504 and/or the Individuals with Disabilities Education Act (IDEA) shall govern the evaluation, services, and supports provided by the District. [See also EHBA series]

[For information regarding dyslexia and related disorders, see EHB.]

Note: The following provisions address the District's compliance efforts and system of procedural safeguards as required by federal regulations for a student with a disability as defined by Section 504. A report of discrimination or harassment based on a student's disability shall be made in accordance with FFH.

EQUAL EDUCATIONAL OPPORTUNITY

FB
(LOCAL)

Section 504

Committees

The District shall form Section 504 committees as necessary. The Section 504 coordinator and members of each Section 504 committee shall receive training in the procedures and requirements for identifying and providing educational and related services and supports to a student who has a disability that results in a substantial limitation of a major life activity.

Each Section 504 committee shall be composed of a group of persons knowledgeable about the student, the meaning of the evaluation data, placement options, and the legal requirements regarding least restrictive environment and comparable facilities for students with disabilities.

Referrals

If a teacher, school counselor, administrator, or other District employee has reason to believe that a student may have a disability as defined by Section 504, the District shall evaluate the student. A student may also be referred for evaluation by the student's parent.

Notice and Consent

The District shall seek written parental consent prior to conducting a formal evaluation. Ordinary observations in the classroom or other school setting shall not require prior parental consent.

Evaluation and
Placement

The results of an evaluation shall be considered before any action is taken to place a student with a disability or make a significant change in placement in an instructional program. The Superintendent ~~or designee~~ shall ensure that the District's procedures for tests and other evaluation materials comply with the minimum requirements of law. In interpreting evaluation data and when making decisions related to necessary services and supports, each Section 504 committee shall carefully consider and document information from a variety of sources in accordance with law.

Review and
Reevaluation
Procedure

To address the periodic reevaluation requirement of law, the District shall adhere to the reevaluation timelines in the IDEA regulations.

A parent, teacher, or other District employee may request a review of a student's services and supports at any time, but a formal reevaluation shall generally occur no more frequently than once a year.

Examining Records

A parent shall make any request to review his or her child's education records to the campus principal or other identified custodian of records. [See FL]

Right to Impartial
Hearing

A parent shall be given written notice of the due process right to an impartial hearing if the parent has a concern or complaint about the District's actions regarding the identification, evaluation, or educational placement of a student with a disability. The impartial hearing

EQUAL EDUCATIONAL OPPORTUNITY

FB
(LOCAL)

shall be conducted by a person who is knowledgeable about Section 504 issues and who is not employed by the District or related to a member of the Board in a degree that would be prohibited under the nepotism statute [see DBE]. The impartial hearing officer is not required to be an attorney. The District and the parent shall be entitled to legal representation at the impartial hearing.

Records Retention

Records specific to identification, evaluation, and placement as these pertain to Section 504 shall be retained by the District in accordance with law and the District's local records ~~control~~ retention schedules. [See CPC]

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy FD(LOCAL) – ADMISSIONS
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy FD(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>New Administrative Code rules, effective March 30, 2020, address transition assistance for highly mobile students who are homeless or in substitute care and require districts to adopt local policy to assist with awarding credit to a student who is homeless or in substitute care for a course that was earned prior to the student enrolling in or transferring to the district.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA	Yes
IS ITEM ON BOT REGULAR MEETING AGENDA	Yes
IS ITEM A CONSENT AGENDA ITEM	Yes
DO YOU HAVE SUPPORTING DOCUMENTS	Yes
IS THERE A PRESENTATION	No
WHEN WILL THE PRESENTATION BE MADE	N/A
DOES ITEM REQUIRE BOARD SIGNATURE	No
MEETING DATE	September 2020

**Persons Age 21
And Over**

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

Registration Forms

Before a student may be officially admitted to a District school, the student's parent, legal guardian, or other person having lawful control shall annually complete the appropriate registration forms. A student who has reached age 18 shall be permitted to complete these forms if he or she is authorized to act as his or her own agent. If the student is not so authorized, the forms must be completed by the parent, guardian, or other person having lawful control.

**Preferred Forms of
Proof of Residency
and Identification**

Initial Enrollment

At the time of initial registration, the parent, guardian, or other person having lawful control of the student under order of a court shall present proof of residency as defined by law. The District shall accept the following types of records as proof of residency:

1. A current utility bill; or
2. A sales or rental contract for a residence or apartment listing each occupant of the residence or apartment. If the student and his or her family reside with another family, a notarized statement acknowledging that fact may be required from the owner of the residence or manager of the apartment building.

In accordance with law, the District may make reasonable inquiries to determine whether the student is a resident of the District, including when a document submitted for purposes of proving residency is not in the name of the adult who is enrolling the student. Based on an individual's circumstance, the District may grant exceptions to the requirement to produce a document listed above. When required by law, the District shall waive the requirement to prove residency in the District boundaries.

*Continued
Enrollment*

After a student's initial enrollment, the District shall verify residency through the annual registration forms and may investigate stated residency as necessary.

Minor Living Apart

**Person Standing in
Parental Relation**

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

Misconduct

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

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Exceptions	Based on an individual student's circumstance, the Superintendent shall have authority to grant exceptions to the requirement for a power of attorney or authorization agreement and to the exclusion for misconduct.
Extracurricular Activities	The Superintendent or designee shall determine whether a minor student living apart is present in the District for the primary purpose of participating in extracurricular activities.
Nonresident Student in Grandparent's After-School Care	<p>The parent and grandparent of a nonresident student requesting admission under Education Code 25.001(b)(9) shall provide to the Superintendent the required information on the grandparent's residency and complete a form provided by the District describing the extent of after-school care to be provided by the grandparent.</p> <p>The Superintendent or designee shall have authority to approve or deny such admissions requests in accordance with criteria approved by the Board.</p>
Admission of an Expelled Student	If a student has been expelled from another school district, the expelling district shall provide to the District a copy of the expulsion order and the referral to the authorized officer of the juvenile court. The District shall continue the expulsion under the terms of the order and shall place the student in an alternative education program for the period specified by the expulsion order.
"Accredited" Defined	For the purposes of this policy, "accredited" shall be defined as accreditation by TEA, an equivalent agency from another state, or an accrediting association recognized by the commissioner of education.
Grade-Level Placement	The parent, guardian, or other person having lawful control of a student enrolling in a District school from an accredited public, private, or parochial school shall provide evidence of the prior schooling outside the District. The student shall be placed initially at the grade level reached elsewhere, pending observation by the classroom teacher, guidance personnel, and the principal. On the basis of these observations and results of tests that may be administered by appropriate District personnel, the principal shall determine the final grade placement.
Accredited Schools	
Nonaccredited Schools	<p>A student enrolling in a District school from a nonaccredited public, private, or parochial school, including a homeschool, shall be placed initially at the discretion of the principal, pending observation by classroom teachers, guidance personnel, and the principal. Criteria for placement may include:</p> <ol style="list-style-type: none">1. Scores on achievement tests, which may be administered by appropriate District personnel.

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2. Recommendation of the sending school.
3. Prior academic record.
4. Chronological age and social and emotional development of the student.
5. Other criteria deemed appropriate by the principal.

Transfer of Credit

Accredited Texas
Public Schools

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

Other Accredited or
Nonaccredited
Schools

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

**Transition
Assistance**

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

Withdrawal

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

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



SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy FEB(LOCAL) – ATTENDANCE – ATTENDANCE ACCOUNTING
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy FEB(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>Recommended revisions to this local policy on attendance accounting are to address amended Administrative Code rules that delete the reference to taking attendance during the second or fifth instructional hour and specify that attendance shall be determined at the official attendance-taking time during the campus's instructional day. The recommended text assigns to the superintendent the responsibility of designating the district's official attendance-taking time.</p> <p>Note that there is no requirement to include the official attendance-taking time in policy; it may be designated in district procedures.</p> <p>In addition, policy BJA(LOCAL) permits the superintendent to delegate responsibilities to other employees as permitted by law; therefore, references to the superintendent's designee have been removed throughout.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION	No
WHEN WILL THE PRESENTATION BE MADE	N/A
DOES ITEM REQUIRE BOARD SIGNATURE	No
MEETING DATE	September 2020

**Attendance
Accounting System**

The Superintendent ~~or designee~~ shall be responsible for **designating the official attendance-taking time during the campus's instruction day and** maintaining a student attendance accounting system in accordance with statutory and TEA requirements. [See also FD for admissions and residency requirements.]

Alternative
**Attendance-Taking
Recording** Time

~~When appropriate, the Superintendent~~ **is authorized to** ~~or designee shall~~ establish written procedures permitting a campus to ~~specify~~ an alternative **hour from the District's official time for** taking attendance ~~other than the second or fifth instructional hour. Exceptions may be authorized for an entire campus or for a designated group of students at a campus.~~ The alternative ~~time for recording~~ **attendance-taking time** shall be determined in accordance with TEA's *Student Attendance Accounting Handbook* **and administrative regulations.**

**Parental Consent to
Leave Campus**

The Superintendent ~~or designee~~ shall establish procedures regarding parental consent for a student to leave campus, including procedures for documenting a student's absence. The procedures shall be communicated in the employee and student handbooks.

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy FFG(LOCAL) – STUDENT WELFARE – CHILD ABUSE AND NEGLECT
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy FFG(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>This local policy on child abuse and neglect has been significantly revised based on amended Administrative Code rules.</p> <p>Recommended text is included to provide the required policy addressing sexual abuse, trafficking, and other maltreatment of students that must be included in the district improvement plan and the student handbook.</p> <p>The rules also revise the elements of the required child abuse and neglect reporting policy. To ensure all the policy elements are addressed in board-adopted local policy, we have revised and moved provisions from FFG(EXHIBIT) into this local policy and recommend deletion of the exhibit.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA	Yes
IS ITEM ON BOT REGULAR MEETING AGENDA	Yes
IS ITEM A CONSENT AGENDA ITEM	Yes
DO YOU HAVE SUPPORTING DOCUMENTS	Yes
IS THERE A PRESENTATION	No

WHEN WILL THE PRESENTATION BE MADE	N/A
DOES ITEM REQUIRE BOARD SIGNATURE	No
MEETING DATE	September 2020

**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. Training shall address techniques to prevent and recognize sexual abuse, trafficking, and all other maltreatment of children, ~~in-complying~~ 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**
~~Agencies to
Notify~~

Any person ~~state law regarding reporting of child abuse and neglect [see policy FFG(LEGAL)], each District employee~~ who has cause to believe that a child's physical or mental health or welfare has been ~~or may be~~ adversely affected by abuse or ~~neglect has a legal responsibility, under state law, to immediately by any person must~~ 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 48 hours of learning of the facts giving rise to the ~~such~~ suspicion of abuse or neglect: ~~to the Child Protective Services (CPS) Division of the Texas Department of Protective and Regulatory Services at 1-800-252-5400.~~

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 cause to believe that a child has been or may ~~school principal, counselor, nurse, or any other school employee shall not~~ be abused or neglected or may

have been a victim of indecency with a child. A professional is anyone licensed or certified by ~~made until after~~ the ~~report has been made to the local or~~ 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 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 ~~CPS~~.

[For parental notification requirements regarding an allegation of educator misconduct with a student, see FFF.]

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;
2. The Child Protective Services (CPS) division of the Texas Department of Family and Protective Services (DFPS) at (800) 252-5400 or the [Texas Abuse Hotline Website](#)¹;
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.

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.

Confidentiality

In accordance with state law, the identity of a person making ~~A staff member who has made~~ a report of suspected child abuse or neglect shall **be kept confidential and disclosed** ~~share that information only in accordance with the rules with the school principal, counselor, and/or nurse if he or she believes that sharing that information is in the best interest of the student. Commenting to any other individuals, other than~~ investigating **agency** officials, ~~will be a violation of federal law regarding rights to privacy.~~

**Immunity
Cooperation**

In complying with state law regarding reporting **A person who in good faith reports or assists in the investigation of a report of child abuse or** ~~and~~ 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, ~~FFG(LEGAL)-each~~ 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** ~~with officials to who the report is made and with investigating officials,~~ without **parental** ~~the consent, of the child's parents~~ if necessary, ~~[See also GRA]~~

Prohibited Behavior

A District employee shall not:

- ~~1. Interfere~~ with an investigation of **reported** ~~a report of~~ child abuse or neglect. **[See GKA]**
- ~~2. Refuse an investigator's request to interview a student at any reasonable time at school.~~
- ~~3. Require the presence of a parent or school administrator during an interview of a student by an investigator.~~

Awareness of Requirements

~~Notice of the state law regarding reporting of child abuse and neglect shall annually be included in the Personnel Handbook that is distributed to each employee.~~

~~Each principal and departmental supervisor shall ensure that the requirements regarding the reporting of child abuse and neglect are reviewed with all staff at the beginning of each school year and with new employees during their orientation.~~

¹ Texas Abuse Hotline Website: <http://www.txabusehotline.org>



SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy FFH(LOCAL) – STUDENT WELFARE – FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy FFH(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>Based on the new Title IX regulations, recommended revisions include the following:</p> <ul style="list-style-type: none"> • The definition of Prohibited Conduct has been revised to include conduct that meets the Title IX definition of sexual harassment, but the policy retains the broader definitions of prohibited conduct in districts' current policies to ensure that all prohibited conduct is addressed. • Text at Sex-Based Harassment and Investigation of Reports Other than Title IX directs readers to new provisions on responding to allegations of prohibited conduct that if proved would meet the definition of sexual harassment under Title IX, as the law requires a specific response process for these allegations. Allegations of prohibited conduct not based on sex or that would not meet the definition of sexual harassment under Title IX will follow the district's existing investigation process. • The provision requiring an employee to report prohibited conduct has been updated to include either direct or indirect reports. • Text at Response to Sexual Harassment—Title IX addresses legally required actions when the district receives notice or allegations of conduct that would meet the definition of sexual harassment under Title IX. • New provisions direct the superintendent to develop a Title IX formal complaint process that will apply following a formal complaint and that must comply with the elements in the new regulations, as included in FFH(LEGAL). • To determine responsibility in a Title IX formal complaint of sexual harassment, the policy designates that the district will use a <i>preponderance of the evidence</i> standard. If the board wishes to instead use the <i>clear and convincing evidence</i> standard, which is a higher standard of evidence, please contact the district's policy consultant. The district must use the same standard of evidence for investigation of all formal Title IX sexual harassment complaints, including complaints by employees. • Provisions on retaliation and false claims have been updated and moved to the end of the policy.

	Policy Service also recommends updates to the examples for harassment to include cyberharassment and electronic communications.
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA	Yes
IS ITEM ON BOT REGULAR MEETING AGENDA	Yes
IS ITEM A CONSENT AGENDA ITEM	Yes
DO YOU HAVE SUPPORTING DOCUMENTS	Yes
IS THERE A PRESENTATION	No
WHEN WILL THE PRESENTATION BE MADE	N/A
DOES ITEM REQUIRE BOARD SIGNATURE	No
MEETING DATE	September 2020

STUDENT WELFARE
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Note: This policy addresses discrimination, harassment, and retaliation ~~against~~~~involving~~ District students. For provisions regarding discrimination, harassment, and retaliation ~~against~~~~involving~~ District employees, see DIA. For reporting requirements related to child abuse and neglect, see FFG. Note that FFH shall be used in conjunction with FFI (bullying) for certain prohibited conduct.

**Statement of
Nondiscrimination**

The District prohibits discrimination, including harassment, against any student on the basis of race, color, religion, sex, gender, national origin, ~~age~~, disability, ~~age~~, or any other basis prohibited by law. The District prohibits dating violence, as defined by this policy. Retaliation against anyone involved in the complaint process is a violation of District policy and is prohibited.

Discrimination

Discrimination against a student is defined as conduct directed at a student on the basis of race, color, religion, sex, gender, national origin, ~~age~~, disability, ~~age~~, or ~~on~~ any other basis prohibited by law, that adversely affects the student.

Prohibited Conduct

In this policy, the term “prohibited conduct” includes discrimination, harassment, dating violence, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.

Prohibited conduct also includes sexual harassment as defined by Title IX. [See FFH(LEGAL)]

**Prohibited
Harassment**

Prohibited harassment of a student is defined as physical, verbal, or nonverbal conduct based on the student’s race, color, religion, sex, gender, national origin, ~~age~~, disability, ~~age~~, or any other basis prohibited by law that is so severe, persistent, or pervasive that the conduct:

1. Affects a student’s ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student’s academic performance; or
3. Otherwise adversely affects the student’s educational opportunities.

Prohibited harassment includes dating violence as defined by **law** and this policy.

Examples

Examples of prohibited harassment may include offensive or derogatory language directed at another person’s religious beliefs or

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practices, accent, skin color, or need for accommodation; threatening, intimidating, or humiliating conduct; offensive jokes, name calling, slurs, or rumors; **cyberharassment**; physical aggression or assault; display of graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

**Sex-Based
Harassment**

As required by law, the District shall follow the procedures below at Response to Sexual Harassment—Title IX upon a report of sexbased harassment, including sexual harassment, gender-based harassment, and dating violence, when such allegations, if proved, would meet the definition of sexual harassment under Title IX. [See FFH(LEGAL)]

Sexual Harassment
By an Employee

Sexual harassment of a student by a District employee includes both welcome and unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. A District employee causes the student to believe that the student must submit to the conduct in order to participate in a school program or activity, or that the employee will make an educational decision based on whether or not the student submits to the conduct; or
2. The conduct is so severe, persistent, or pervasive that it:
 - a. Affects the student's ability to participate in or benefit from an educational program or activity, or otherwise adversely affects the student's educational opportunities; or
 - b. Creates an intimidating, threatening, hostile, or abusive educational environment.

Romantic or **other** inappropriate social relationships between students and District employees are prohibited. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See DH]

By Others

Sexual harassment of a student, including harassment committed by another student, includes unwelcome sexual advances; requests for sexual favors; or sexually motivated physical, verbal, or nonverbal conduct when the conduct is so severe, persistent, or pervasive that it:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or

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3. Otherwise adversely affects the student's educational opportunities.

Examples

Examples of sexual harassment of a student may include sexual advances; touching intimate body parts or coercing physical contact that is sexual in nature; jokes or conversations of a sexual nature; and other sexually motivated conduct, **contact**, communications, **including electronic communication**~~or contact~~.

Necessary or permissible physical contact such as assisting a child by taking the child's hand, comforting a child with a hug, or other physical contact not reasonably construed as sexual in nature is not sexual harassment.

Gender-Based Harassment

Gender-based harassment includes physical, verbal, or nonverbal conduct based on the student's gender, the student's expression of characteristics perceived as stereotypical for the student's gender, or the student's failure to conform to stereotypical notions of masculinity or femininity. For purposes of this policy, gender-based harassment is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

Examples

Examples of gender-based harassment directed against a student, regardless of the student's or the harasser's actual or perceived sexual orientation or gender identity, may include offensive jokes, name-calling, slurs, or rumors; **cyberharassment**; physical aggression or assault; threatening or intimidating conduct; or other kinds of aggressive conduct such as theft or damage to property.

Dating Violence

Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control the other person in the relationship. Dating violence also occurs when a person commits these acts against a person in a marriage or dating relationship with the individual who is or was once in a marriage or dating relationship with the person committing the offense.

For purposes of this policy, dating violence is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct:

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1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

Examples

Examples of dating violence against a student may include physical or sexual assaults; name-calling; put-downs; or threats directed at the student, the student's family members, or members of the student's household. Additional examples may include destroying property belonging to the student, threatening to commit suicide or homicide if the student ends the relationship, attempting to isolate the student from friends and family, stalking, threatening a student's spouse or current dating partner, or encouraging others to engage in these behaviors.

Retaliation

~~The District prohibits retaliation by a student or District employee against a student alleged to have experienced discrimination or harassment, including dating violence, or another student who, in good faith, makes a report of harassment or discrimination, serves as a witness, or participates in an investigation.~~

Examples

~~Examples of retaliation may include threats, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.~~

False Claim

~~A student who intentionally makes a false claim, offers false statements, or refuses to cooperate with a District investigation regarding discrimination or harassment, including dating violence, shall be subject to appropriate disciplinary action.~~

Prohibited Conduct

~~In this policy, the term "prohibited conduct" includes discrimination, harassment, or refuses to cooperate with a District investigation regarding discrimination or harassment, including dating violence, shall be subject to appropriate disciplinary action.~~

**Reporting
Procedures**

Student Report

Any student who believes that he or she has experienced prohibited conduct or believes that another student has experienced prohibited conduct should immediately report the alleged acts to a teacher, school counselor, principal, other District employee, or the appropriate District official listed in this policy.

Employee Report

Any District employee who suspects or receives notice that a student or group of students has or may have experienced prohibited

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	conduct shall immediately notify the appropriate District official listed in this policy and take any other steps required by this policy.
<i>Definition of District Officials</i>	For the purposes of this policy, District officials are the Title IX coordinator, the ADA/Section 504 coordinator, and the Superintendent.
<i>Title IX Coordinator</i>	Reports of discrimination based on sex, including sexual harassment or gender-based harassment, or dating violence , may be directed to the designated Title IX coordinator for students. [See FFH(EXHIBIT)]
<i>ADA / Section 504 Coordinator</i>	Reports of discrimination based on disability may be directed to the designated ADA/Section 504 coordinator for students. [See FFH(EXHIBIT)]
<i>Superintendent</i>	The Superintendent shall serve as coordinator for purposes of District compliance with all other nondiscrimination laws.
Alternative Reporting Procedures	A student An individual shall not be required to report prohibited conduct to the person alleged to have committed the conduct. Reports concerning prohibited conduct, including reports against the Title IX coordinator or ADA/Section 504 coordinator, may be directed to the Superintendent. A report against the Superintendent may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.
Timely Reporting	To ensure the District's prompt investigation, reports Reports of prohibited conduct shall be made as soon as possible after the alleged act or knowledge of the alleged act. A failure to immediately report may impair the District's ability to investigate and address the prohibited conduct.
Notice to Parents	The District official or designee shall promptly notify the parents of any student alleged to have experienced prohibited conduct by a District employee or another adult. [For parental notification requirements regarding an allegation of educator misconduct with a student, see FFF.]
Investigation of Reports Other Than Title IXthe Report	The following procedures apply to all allegations of prohibited conduct other than allegations of harassment prohibited by Title IX. [See FFH(LEGAL)] For allegations of sex-based harassment that, if proved, would meet the definition of sexual harassment under Title IX, including sexual harassment, gender-based harassment, and dating violence, see the procedures below at Response to Sexual Harassment–Title IX.

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	<p>The District may request, but shall not require, a written report. If a report is made orally, the District official shall reduce the report to written form.</p>
Initial Assessment	<p>Upon receipt or notice of a report, the District official shall determine whether the allegations, if provedproven, would constitute prohibited conduct as defined by this policy. If so, the District shall immediately undertake an investigation, except as provided below at Criminal Investigation.</p> <p>If the District official determines that the allegations, if provedproven, would not constitute prohibited conduct as defined by this policy, the District official shall refer the complaint for consideration under FFI.</p>
Interim Action	<p>If appropriate and regardless of whether a criminal or regulatory investigation regarding the alleged conduct is pending, the District shall promptly take interim action calculated to address prohibited conduct or bullying prior to the completion of the District's investigation.</p>
District Investigation	<p>The investigation may be conducted by the District official or a designee, such as the principal, or by a third party designated by the District, such as an attorney. When appropriate, the principal shall be involved in or informed of the investigation.</p> <p>The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations.</p>
Criminal Investigation	<p>If a law enforcement or regulatory agency notifies the District that a criminal or regulatory investigation has been initiated, the District shall confer with the agency to determine if the District investigation would impede the criminal or regulatory investigation. The District shall proceed with its investigation only to the extent that it does not impede the ongoing criminal or regulatory investigation. After the law enforcement or regulatory agency has finished gathering its evidence, the District shall promptly resume its investigation.</p>
Concluding the Investigation	<p>Absent extenuating circumstances, such as a request by a law enforcement or regulatory agency for the District to delay its investigation, the investigation should be completed within ten District business days from the date of the report; however, the investigator shall take additional time if necessary to complete a thorough investigation.</p>

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(LOCAL)

	<p>The investigator shall prepare a written report of the investigation. The report shall include a determination of whether prohibited conduct or bullying occurred. The report shall be filed with the District official overseeing the investigation.</p>
<i>Notification of Outcome</i>	<p>Notification of the outcome of the investigation shall be provided to both parties in compliance with the Family Educational Rights and Privacy Act (FERPA).</p>
District Action	
Prohibited Conduct	<p>If the results of an investigation indicate that prohibited conduct occurred, the District shall promptly respond by taking appropriate disciplinary action in accordance with the Student Code of Conduct and may take corrective action reasonably calculated to address the conduct.</p>
<i>Corrective Action</i>	<p>Examples of corrective action may include a training program for those involved in the report complaint, a comprehensive education program for the school community, counseling to the victim and the student who engaged in prohibited conduct, follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred, involving parents and students in efforts to identify problems and improve the school climate, increasing staff monitoring of areas where prohibited conduct has occurred, and reaffirming the District's policy against discrimination and harassment.</p>
Bullying	<p>If the results of an investigation indicate that bullying occurred, as defined by FFI, the District official shall refer to FFI for appropriate notice to parents and District action. The District official shall refer to FDB for transfer provisions.</p>
Improper Conduct	<p>If the investigation reveals improper conduct that did not rise to the level of prohibited conduct or bullying, the District may take disciplinary action in accordance with the Student Code of Conduct or other corrective action reasonably calculated to address the conduct.</p>
Confidentiality	<p>To the greatest extent possible, the District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.</p>
Appeal	<p>A student or parent who is dissatisfied with the outcome of the investigation may appeal through FNG(LOCAL), beginning at the appropriate level. A student or parent shall be informed of his or her right to file a complaint with the United States Department of Education Office for Civil Rights.</p>

**Response to Sexual
Harassment–Title IX**

For purposes of the District’s response to reports of harassment prohibited by Title IX, definitions can be found in FFH(LEGAL).

General Response

When the District receives notice or an allegation of conduct that, if proved, would meet the definition of sexual harassment under Title IX, the Title IX coordinator shall promptly contact the complainant to:

- Discuss the availability of supportive measures and inform the complainant that they are available, with or without the filing of a formal complaint;
- Consider the complainant’s wishes with respect to supportive measures; and
- Explain to the complainant the option and process for filing a formal complaint.

The District’s response to sexual harassment shall treat complainants and respondents equitably by offering supportive measures to both parties, as appropriate, and by following the Title IX formal complaint process before imposing disciplinary sanctions or other actions that are not supportive measures against a respondent.

If a formal complaint is not filed, the District reserves the right to investigate and respond to prohibited conduct in accordance with Board policies and the Student Code of Conduct.

**Title IX Formal
Complaint Process**

To distinguish the process described below from the District’s general grievance policies [see DGBA, FNG, and GF], this policy refers to the grievance process required by Title IX regulations for responding to formal complaints of sexual harassment as the District’s “Title IX formal complaint process.”

The Superintendent shall ensure the development of a Title IX formal complaint process that complies with legal requirements. [See FFH(LEGAL)] The formal complaint process shall be posted on the District’s website. In compliance with Title IX regulations, the District’s Title IX formal complaint process shall address the following basic requirements:

1. Equitable treatment of complainants and respondents;
2. An objective evaluation of all relevant evidence;

3. A requirement that the Title IX coordinator, investigator, decision-maker, or any person designated to facilitate an informal resolution process not have a conflict of interest or bias;
4. A presumption that the respondent is not responsible for the alleged sexual harassment until a determination is made at the conclusion of the Title IX formal complaint process;
5. Time frames that provide for a reasonably prompt conclusion of the Title IX formal complaint process, including time frames for appeals and any informal resolution process, and that allow for temporary delays or the limited extension of time frames with good cause and written notice as required by law;
6. A description of the possible disciplinary sanctions and remedies that may be implemented following a determination of responsibility for the alleged sexual harassment;
7. A statement of the standard of evidence to be used to determine responsibility for all Title IX formal complaints of sexual harassment;
8. Procedures and permissible bases for the complainant and respondent to appeal a determination of responsibility or a dismissal of a Title IX formal complaint or any allegations therein;
9. A description of the supportive measures available to the complainant and respondent;
10. A prohibition on using or seeking information protected under a legally recognized privilege unless the individual holding the privilege has waived the privilege;
11. Additional formal complaint procedures in 34 C.F.R. 106.45(b), including written notice of a formal complaint, consolidation of formal complaints, recordkeeping, and investigation procedures; and
12. Other local procedures as determined by the Superintendent.

STUDENT WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

FFH
(LOCAL)

Standard of Evidence

The standard of evidence used to determine responsibility in a Title IX formal complaint of sexual harassment shall be the preponderance of the evidence.

Retaliation

The District prohibits retaliation by a student or District employee against a student alleged to have experienced discrimination or harassment, including dating violence, or another student who, in good faith, makes a report of harassment or discrimination, files a complaint of harassment or discrimination, serves as a witness, or participates in an investigation. The definition of prohibited retaliation under this policy also includes retaliation against a student who refuses to participate in any manner in an investigation under Title IX.

Examples

Examples of retaliation may include threats, intimidation, coercion, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.

False Claim

A student who intentionally makes a false claim or offers false statements in a District investigation regarding discrimination or harassment, including dating violence, shall be subject to appropriate disciplinary action in accordance with law.

Records Retention

The District shall retain copies of allegations, investigation reports, and related records regarding any prohibited conduct in accordance with the District's records ~~control~~retention schedules, but for no less than the minimum amount of time required by law. [See CPC]

[For Title IX recordkeeping and retention provisions, see FFH(LEGAL) and the District's Title IX formal complaint process.]

Access to Policy and Procedures

Information regarding this policy and any accompanying procedures shall be distributed annually in the employee and student handbooks. Copies of the policy and procedures shall be posted on the District's website, to the extent practicable, and readily available at each campus and the District's administrative offices.

Spring Independent School District

16717 Ella Blvd. • Houston, Texas 77090 • Tel. 281.891.6000



SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy FMF(LOCAL) – STUDENT ACTIVITIES – CONTESTS AND COMPETITION
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy FMF(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>This local policy on student contests and competition is recommended for deletion. There is no requirement for board policy on these issues; the district's practices can be included in administrative procedures.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE No

MEETING DATE September 2020

STUDENT ACTIVITIES
CONTESTS AND COMPETITION

FMF
(LOCAL)

District Support	The Board encourages competition of an athletic nature through the District's membership and participation in the University Interscholastic League (UIL). District funds shall be used to supplement gate revenues to supply funds for the program.
UIL Activities	State Board and UIL rules shall govern interscholastic activities; however, Board policies and District rules may supplement State Board and UIL rules. No event shall be scheduled and no student allowed to participate in any UIL event unless all pertinent rules and regulations are strictly enforced. The Superintendent or designee shall maintain all necessary records and reports to enable enforcement. Sponsors and coaches are responsible for knowledge of and compliance with rules for eligibility and participation. [See FM]
Athletic Program	A well-rounded program of interscholastic athletics shall be maintained in the District secondary schools. The operation of the total program, including the starting and ending dates for each sport, shall be in accordance with regulations set by the UIL and the Board. In each school, the principal shall have direct responsibility to maintain the athletic program as an integral part of the educational program of that school. Interscholastic competitive athletics shall not be part of the elementary grades' program. To the extent practicable, a program of intra-school sports activities for elementary students shall be maintained as part of the physical education program.
Program Coordination	The Superintendent or designee shall supervise and coordinate the athletic program, shall represent the District at UIL meetings, and shall schedule all interscholastic athletic contests.
Participation Requirements	All students participating in interscholastic athletics shall be required to have, prior to issuance of equipment and participation in any scheduled supervised workout: 1. Parental permission form signed. 2. Medical examination. [See FFAA] 3. Appropriate insurance or a signed waiver. [See FFD]
Non-UIL Activities	Contests and competitive activities that are sponsored by outside organizations shall not be required. Contests and competitive activities sponsored by the school shall have the prior approval of the Superintendent or designee, who shall develop the necessary rules and regulations to implement this policy. [See FM]

STUDENT ACTIVITIES
CONTESTS AND COMPETITION

FMF
(LOCAL)

Overnight Trips

~~Students involved in UIL competition that requires an overnight trip shall have their expenses paid by the District. [See also FM, FMG]~~

Uniforms

~~The District shall provide appropriate uniforms for all groups in secondary schools that perform for the general public or for competition. Insofar as possible, uniforms shall be differentiated between levels (i.e., middle schools and high schools; varsity and junior varsity; symphonic band and concert band).~~

~~Uniforms not provided by the District for each participant by other means shall not be prerequisite for participation in any event.~~



SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy FNG(LOCAL) – STUDENT ACTIVITIES – CONTESTS AND COMPETITION
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy FNG(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>Policy Service has revised the list of protected characteristics at Other Complaint Processes, item 1, to align with the list at FFH(LOCAL).</p> <p>A recommended revision specifies that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the board within 90 "calendar" days. This is an exception to how other timelines are calculated in the policy, which are based on "business" days in accordance with how days are defined.</p> <p>The district's locally developed text throughout the policy has been retained, including provisions that permit the administration to reject certain complaints, prohibit complainants from appealing dismissal due to untimely filings, and permit complaint hearings before the board on a case-by-case basis.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION	No
WHEN WILL THE PRESENTATION BE MADE	N/A
DOES ITEM REQUIRE BOARD SIGNATURE	No
MEETING DATE	September 2020

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG
(LOCAL)

Purpose

The parental complaint process set forth herein is intended as a means for parents to present sincere, bona fide concerns that are directly related to their child's public educational experience that are violations of Board policy, violations of state or federal law or regulations, or parents' rights under Chapter 26 of the Texas Education Code.

The purpose of this policy is to secure, at the lowest possible administrative level, prompt and equitable resolution of student or parent complaints. In order to maintain the integrity of the complaint process and ensure that the District's resources are devoted to their highest and best use, the administration shall screen and process complaints brought under this policy. Complaints deemed not to be bona fide, to be an abuse of process, or brought solely for the purpose of harassment shall be rejected and shall not proceed further. A decision to reject a particular complaint shall be final and may not be appealed. Except as provided below, all student or parent complaints shall be presented in accordance with this policy.

Complaints

Complaints regarding certain topics are addressed by specific policies or other documents that modify this complaint process or require an alternative process.

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:

1. Complaints alleging discrimination or harassment based on race, color, **religion, sex**, gender, national origin, **age, or** disability, ~~or religion~~ shall be submitted in accordance with FFH.
2. Complaints concerning dating violence shall be submitted in accordance with FFH.
3. Complaints concerning retaliation related to discrimination and harassment shall be submitted in accordance with FFH.
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 removal to a disciplinary alternative education program shall be submitted in accordance with FOC and the Student Code of Conduct.

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG
(LOCAL)

7. Complaints concerning expulsion shall be submitted in accordance with FOD and the Student Code of Conduct.
8. 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.
9. Complaints concerning identification, evaluation, or educational placement of a student with a disability within the scope of Section 504 shall be submitted in accordance with FB and the procedural safeguards handbook.
10. Complaints concerning identification, evaluation, educational placement, or discipline of a student with a disability within the scope of the Individuals with Disabilities Education Act shall be submitted in accordance with EHBAE, FOF, and the procedural safeguards handbook provided to parents of all students referred to special education.
11. Complaints concerning instructional resources shall be submitted in accordance with EF.
12. Complaints concerning a commissioned peace officer who is an employee of the District shall be submitted in accordance with CKE.
13. Complaints concerning intradistrict transfers or campus assignment shall be submitted in accordance with FDB.
14. Complaints concerning admission, placement, or services provided for a homeless student shall be submitted in accordance with FDC.

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)]

**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

In most circumstances in which a complaint involves a problem with a staff member, the student or parent shall be expected to discuss the matter with the teacher before requesting a conference

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG
(LOCAL)

with the appropriate administrator. Before initiating a formal complaint under this policy, students or parents are encouraged to resolve concerns by scheduling an informal conference with the appropriate administrator. Announcement of a decision in the student's or parent's presence shall constitute communication of the decision. However, if the informal conference does not resolve the issue then the formal complaint process should be initiated.

The District's formal problem-solving process is referred to as *Solutions To Eliminate Problem Situations* or STEPS.

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

Filing

Complaint forms and appeal notices may be filed by hand-delivery, fax, or 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. Fax filings 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 fax copy. 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 days after the deadline.

Scheduling
Conferences

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If a student or parent fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the student's or parent's absence.

Response

Reasonable attempts to schedule a conference are defined as at least three attempts to contact the grievant with no response. The first two contact attempts may be by telephone. If there is no answer, a voicemail or message, when available, must be left. The voicemail or message must identify the caller's name, position, purpose for the call, and callback number. The telephone call must be documented, including the date and time of the call, whether a voicemail or message was left or the reason that no voicemail or message was left, and, where applicable, the identity of the person taking the message. The third contact attempt must be made via letter that is hand-delivered or sent via certified mail, return receipt requested. The first two attempts may also be made in this manner.

Where the contact attempt was made by telephone, the administrator must allow at least three business days before making the next contact attempt. Where contact is made by letter, the administrator must allow at least three business days from the date of delivery before making the next contact attempt. These waiting periods apply for the purposes of counting the number of contact attempts

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG
(LOCAL)

and in no way limit an administrator's ability to make additional attempts to contact the grievant during the required waiting periods.

At Levels One and Two, "response" shall mean a written communication to the student or parent from the appropriate administrator. Responses may be hand-delivered or sent by U.S. Mail to the student's or parent's mailing address of record. Mailed responses 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" shall mean any person who or organization that is designated by the student or parent to represent the student or parent in the complaint process. A student may be represented by an adult at any level of the complaint.

The student or parent may designate a representative through written notice to the District at any level of this process. If the student or parent designates a representative with fewer than three 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.

**Solutions To
Eliminate Problem
Situations (STEPS)**

After the Level One conference, no new documents may be submitted by the student or parent unless the student or parent did not know the documents existed before the Level One conference.

Failure to meet the deadlines set forth through the STEPS process by the District allows the complainant to move to the next level in the process. Failure to meet the deadlines set forth through the STEPS process by the complainant shall end the complaint.

The process shall be as follows:

Level One

If the issue is not resolved informally, the parent or student may submit form FNG(EXHIBIT): Level One—Student/Parent Complaint Form to the appropriate administrator. The form must be filed within ten days of the incident or reasonable discovery of the incident. 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 student or parent within seven

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG
(LOCAL)

days after receipt of the written complaint. The administrator may set reasonable time limits for the Level One conference.

Absent extenuating circumstances, the administrator shall provide the student or parent a written response within seven 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 believes will help resolve the complaint.

Level Two

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

The appeal notice must be filed in writing, on FNG(EXHIBIT): Level Two Appeal Notice—Student/Parent Complaint Form, within seven days of the date of the written Level One response or, if no response was received, within seven days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The student or parent may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the student or parent at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Superintendent or designee shall schedule a conference within seven days after the appeal notice is filed. The conference shall be limited to the issues presented by the student or parent at Level One that are identified in the Level Two appeal notice. 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.

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG
(LOCAL)

The Superintendent or designee shall provide the student or parent a written response within seven days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Superintendent or designee may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

Level Three

If the student or parent did not receive the relief requested at Level Two or if the time for a response has expired, the student or parent may appeal the decision to the Board.

The Level Three appeal notice must be filed in writing, on a form provided by the District, within seven days of the date of the written Level Two response or, if no response was received, within five days of the Level Two response deadline.

Following receipt of the Level Three appeal and after determining that time lines have been met, the Superintendent or designee shall provide the Board the record of the Level Two appeal. The student or parent 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 issued at Level Two and any attachments.
4. All other documents relied upon by the administration in reaching the Level Two decision.

At its next meeting, the Board shall examine the written grievance in closed meeting, in accordance with the Open Meetings Act, with neither the student nor parent present. The Board shall make a determination as to whether the grievance as presented merits a hearing. The Board shall make a written or audiotape record of this deliberation as required by law.

If the Board determines that the grievance as presented merits a hearing, the Superintendent shall inform the student and parent of the date, time, and place of such hearing. If a hearing is conducted, the person or persons complained of shall have a right to be present, with a representative, together with the student and parent and the student's and parent's representative, if any.

STUDENT RIGHTS AND RESPONSIBILITIES
STUDENT AND PARENT COMPLAINTS/GRIEVANCES

FNG
(LOCAL)

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 presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the student or parent 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.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the student or parent or the student's representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting.

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	First Reading of TASB Proposed Revisions to Board Policy GF(LOCAL) – PUBLIC COMPLAINTS
RECOMMENDED ACTION	That the Board approve the first reading of proposed revisions to Board Policy GF(LOCAL).
EXPLANATION OF ITEM	<p>This board policy provision was provided by the Texas Association of School Boards (TASB) as part of Update 115.</p> <p>A recommended revision specifies that a person filing a complaint regarding refusal of entry to or ejection from property based on Education Code 37.105 shall be permitted to address the board within 90 "calendar" days. This is an exception to how other timelines are calculated in the policy, which are based on "business" days in accordance with how days are defined.</p>
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Trusted Source of Information
EVERY CHILD 2020 STRATEGY	Ensure Clear, Timely and Transparent Communications
RESOURCE PERSONNEL	Jeremy Binkley, General Counsel Jason Sheffer, Board Services Director
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA	Yes
IS ITEM ON BOT REGULAR MEETING AGENDA	Yes
IS ITEM A CONSENT AGENDA ITEM	Yes
DO YOU HAVE SUPPORTING DOCUMENTS	Yes
IS THERE A PRESENTATION	No
WHEN WILL THE PRESENTATION BE MADE	N/A
DOES ITEM REQUIRE BOARD SIGNATURE	No
MEETING DATE	September 2020

PUBLIC COMPLAINTS

GF
(LOCAL)

Members of the public having complaints regarding the District's policies, procedures, or operations may present their complaints or concerns to the Board by following the procedure defined in this policy.

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 submitted in accordance with EF.
2. Complaints concerning a commissioned peace officer who is an employee of the District shall be filed in accordance with CKE.

Complaints filed by employees shall be in accordance with DGBA; complaints filed by students and parents shall be in accordance with FNG.

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)]

Freedom from Retaliation

Neither the Board nor any District employee shall unlawfully retaliate against any individual for bringing a concern or complaint.

General Provisions

In most circumstances in which a complaint involves a problem with a staff member, the complainant shall be expected to discuss the matter with the staff member before requesting a conference with the appropriate administrator. Before initiating a formal complaint under this policy, the complainant is encouraged to resolve concerns by scheduling an informal conference with the appropriate administrator. Announcement of a decision in the complainant's presence shall constitute communication of the decision. However, if the informal conference does not resolve the issue, then the formal complaint process should be initiated.

The District's general problem-solving process is referred to as "Solutions to Eliminate Problem Situations," or STEPS.

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

Filing

Complaint forms and appeal notices may be filed by hand-delivery, fax, or 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. Fax filings 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 fax copy. 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 days after the deadline.

Scheduling
Conferences

The District shall make reasonable attempts to schedule conferences at a mutually agreeable time. If the individual fails to appear at a scheduled conference, the District may hold the conference and issue a decision in the individual's absence.

Reasonable attempts to schedule a conference are defined as at least three attempts to contact the grievant with no response. The first two contact attempts may be by telephone. If there is no answer, a voicemail or message, when available, must be left. The voicemail or message must identify the caller's name, position, purpose for the call, and callback number. The telephone call must be documented, including the date and time of the call, whether a voicemail or message was left or the reason that no voicemail or message was left, and, where applicable, the identity of the person taking the message. The third contact attempt must be made via letter that is hand-delivered or sent via certified mail, return receipt requested. The first two attempts may also be made in this manner.

Where the contact attempt was made by telephone, the administrator must allow at least three business days before making the next contact attempt. Where contact is made by letter, the administrator must allow at least three business days from the date of delivery before making the next contact attempt. These waiting periods apply for the purposes of counting the number of contact attempts and in no way limit an administrator's ability to make additional attempts to contact the grievant during the required waiting periods.

Response

At Levels One and Two, "response" shall mean a written communication to the individual from the appropriate administrator. Responses may be hand-delivered or sent by U.S. Mail to the individual's mailing address of record. Mailed responses 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."

DATE ISSUED:

~~4/31/2019~~ 07/23/2020

UPDATE 112 UPDATE 115

GF(LOCAL)-X

PUBLIC COMPLAINTS

GF
(LOCAL)

Representative	<p>“Representative” shall mean any person who or organization that is designated by an individual to represent the individual in the complaint process.</p> <p>The individual may designate a representative through written notice to the District at any level of this process. If the individual designates a representative with fewer than three 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.</p>
Solutions To Eliminate Problem Situations (STEPS)	<p>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.</p> <p>Failure to meet the deadlines set forth through the STEPS process by the District allows the complainant to move to the next level in the process. Failure to meet the deadlines set forth through the STEPS process by the complainant shall end the complaint.</p>
Level One	<p>If the issue is not resolved informally, the individual may submit form GF(EXHIBIT): Level One – Complaint Form to the appropriate administrator. The form must be filed within ten days of the incident, or reasonable discovery of the incident. 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.</p> <p>The appropriate administrator shall investigate as necessary and schedule a conference with the individual within seven days after receipt of the written complaint. The administrator may set reasonable time limits for the conference.</p> <p>Absent extenuating circumstances, the administrator shall provide the individual a written response within seven 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 believes will help resolve the complaint.</p>
Level Two	<p>If the individual did not receive the relief requested at Level One or if the time for a response has expired, he or she may request a conference with the Superintendent or designee to appeal the Level One decision.</p>

The appeal notice must be filed in writing, on GF(EXHIBIT): Level Two – Appeal Notice/Complaint Form, within seven days of the date of the written Level One response or, if no response was received, within seven days of the Level One response deadline.

After receiving notice of the appeal, the Level One administrator shall prepare and forward a record of the Level One complaint to the Level Two administrator. The individual may request a copy of the Level One record.

The Level One record shall include:

1. The original complaint form and any attachments.
2. All other documents submitted by the individual at Level One.
3. The written response issued at Level One and any attachments.
4. All other documents relied upon by the Level One administrator in reaching the Level One decision.

The Superintendent or designee shall schedule a conference within seven days after the appeal notice is filed. The conference shall be limited to the issues presented by the individual at Level One that are identified in the Level Two appeal notice. 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.

The Superintendent or designee shall provide the individual a written response within seven days following the conference. The written response shall set forth the basis of the decision. In reaching a decision, the Superintendent or designee may consider the Level One record, information provided at the Level Two conference, and any other relevant documents or information the Superintendent or designee believes will help resolve the complaint.

Recordings of the Level One and Level Two conferences, if any, shall be maintained with the Level One and Level Two records.

Level Three

If the individual did not receive the relief requested at Level Two or if the time for a response has expired, he or she may appeal the decision to the Board.

The appeal notice must be filed in writing, on GF(EXHIBIT): Level Three – Appeal Notice/Complaint Form, within seven days of the date of the written Level Two response or, if no response was received, within seven days of the Level Two response deadline.

The Superintendent or designee shall inform the individual of the date, time, and place of the Board meeting at which the complaint will be on the agenda for presentation to the Board.

The Superintendent or designee shall provide the Board the record of the Level Two appeal. The individual 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 issued at Level Two and any attachments.
4. 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 presiding officer may set reasonable time limits and guidelines for the presentation, including an opportunity for the individual 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.

In addition to any other record of the Board meeting required by law, the Board shall prepare a separate record of the Level Three presentation. The Level Three presentation, including the presentation by the individual or his or her representative, any presentation from the administration, and questions from the Board with responses, shall be recorded by audio recording, video/audio recording, or court reporter.

The Board shall then consider the complaint. It may give notice of its decision orally or in writing at any time up to and including the next regularly scheduled Board meeting.

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Interlocal Agreement Between Lone Star College System – North Harris and Spring Independent School District
RECOMMENDED ACTION	The Board approve the proposed Interlocal Agreement with Lone Star College System – North Harris.
EXPLANATION OF ITEM	The purpose of this Interlocal Agreement is to outline the collaboration of Spring ISD and Lone Star College System – North Harris in creating and operating the Spring Early College Academy. The contract is still undergoing the approval process at Lone Star College System and will be provided at a later date.
EVERY CHILD 2020 IMPERATIVE	Opportunities and Choice for Every Family
EVERY CHILD 2020 COMMITMENT	Strong College Readiness Support Structure
EVERY CHILD 2020 STRATEGY	Implement Comprehensive College Preparation Program Ensure High Level Student Participation in College Entrance Exams Foster a College Bound Culture
RESOURCE PERSONNEL	Lupita Hinojosa, Chief Innovation and Equity Officer Mark Miranda, Executive Chief of District Operations Kristine Guidry, Principal, Spring Early College Academy
BUDGET PROVISIONS	N/A

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE Yes

DOES ITEM REQUIRE PUBLIC HEARING No

MEETING DATE September 2020



SUPPORTING DOCUMENT – PLACEHOLDER

Interlocal Agreement Between Lone Star College System – North Harris
and Spring Independent School District

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Taxpayer Refunds
RECOMMENDED ACTION	That the Board ratify refunds exceeding \$500.
EXPLANATION OF ITEM	Section 31.11 the Property Tax Code requires the governing body of a taxing unit to approve refunds exceeding \$500. Refunds result from taxpayer overpayments, settlement of lawsuits which typically decreases a taxpayer's property value, or from tax roll errors subsequently corrected by the Harris County Appraisal District. The attached list of refunds has been researched by the District's Tax Office.
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders In Every Community
EVERY CHILD 2020 COMMITMENT	Culture of High Community Engagement
EVERY CHILD 2020 STRATEGY	Engage Businesses as Job Partners and Job-Market Consultants
RESOURCE PERSONNEL	Ann Westbrooks, Chief Financial Officer Dorset Neeley, Tax Assessor-Collector
BUDGET PROVISIONS	Not applicable

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE Yes

DOES ITEM REQUIRE PUBLIC HEARING No

MEETING DATE September 2020

Spring Independent School District

16717 Ella Blvd. • Houston, Texas 77090 • Tel. 281.891.6000



Dorset Neeley, Tax Assessor and Collector

Tax Office

dneeley@springisd.org

Jurisdiction: Spring Independent School District

Account Number	Name	Year	Amount	Type of Refund
041-093-000-0017	State of Texas	2014	\$1,703.76	Adjustment Refund
041-093-000-0017	State of Texas	2015	\$2,899.35	Adjustment Refund
041-093-000-0016	State of Texas	2014	\$1,314.36	Adjustment Refund
041-093-000-0016	State of Texas	2015	\$2,236.69	Adjustment Refund
103-097-000-0028	Ryan Matthew Miller	2019	\$1,078.65	Adjustment Refund
111-400-000-0002	McKinley Furlow	2019	\$574.76	Adjustment Refund
221-690-3	Metro PCS	2017	\$620.42	Adjustment Refund
114-585-000-0001	Texas Southman Inc. c/o Hector Delgado	2018	\$1,466.03	Adjustment Refund
114-986-002-0003	Patricia Trujillo	2018	\$830.50	Adjustment Refund
114-986-002-0003	Patricia Trujillo	2019	\$786.50	Adjustment Refund
115-654-001-0001	Claudia T Sanchez-Orellana	2018	\$617.44	Adjustment Refund
115-669-001-0009	Ruth Brown	2019	\$1,029.52	Adjustment Refund
117-035-001-0011	Le Lina Thi	2017	\$830.50	Adjustment Refund
117-035-001-0011	Le Lina Thi	2018	\$830.50	Adjustment Refund
121-499-005-0044	Jeffrey Reeves	2019	\$500.50	Adjustment Refund
124-720-003-0020	Claribel Bravo & Nestor Amaya	2019	\$546.25	Adjustment Refund
127-364-004-0017	Jerel Williams	2018	\$528.50	Adjustment Refund
127-365-004-0017	Jerel Williams	2019	\$500.50	Adjustment Refund
221-822-3	Krav Maga North Houston	2016	\$1,284.60	Adjustment Refund
221-822-3	Krav Maga North Houston	2017	\$1,319.59	Adjustment Refund
221-822-3	Krav Maga North Houston	2018	\$1,451.55	Adjustment Refund
088-287-000-0021	Sharon Bates Cooper	2019	\$1,337.27	Adjustment Refund
101-540-000-0459	Oliver & Pamela Love	2018	\$579.77	Adjustment Refund
101-540-000-0459	Oliver & Pamela Love	2019	\$1,198.51	Adjustment Refund
107-310-000-0038	Paul & Valerie Blaha	2018	\$528.50	Adjustment Refund
107-310-000-0038	Paul & Valerie Blaha	2019	\$500.50	Adjustment Refund
120-904-002-0014	Adrian & Shadon Hadley	2018	\$860.80	Adjustment Refund
120-904-002-0014	Adrian & Shadon Hadley	2019	\$1,825.60	Adjustment Refund
120-989-003-0007	Justine Muller	2017	\$691.93	Adjustment Refund
123-145-003-0015	Donnie & Csenge Baldwin	2018	\$528.50	Adjustment Refund
123-145-003-0015	Donnie & Csenge Baldwin	2019	\$545.24	Adjustment Refund
124-683-002-0019	Seltue & Evelyn Karweaye	2019	\$811.25	Adjustment Refund
127-364-001-0048	Cole Presley	2019	\$569.53	Adjustment Refund
133-701-001-0002	Houston Cao Dai Temple	2018	\$1,772.12	Adjustment Refund
133-701-001-0002	Houston Cao Dai Temple	2019	\$1,678.23	Adjustment Refund
137-963-002-0005	Jeremy Meyers & Susan Tuxen	2019	\$593.59	Adjustment Refund
138-111-002-0020	Alfred & Krystal Drummond	2018	\$2,024.11	Adjustment Refund
138-111-002-0020	Alfred & Krystal Drummond	2019	\$2,024.11	Adjustment Refund
098-397-000-0338	Terry Holland	2018	\$644.81	Adjustment Refund
115-147-000-0009	Spring ISD Tax Office	2019	\$14,122.59	Overpayment
089-011-0	Arpin America of Houston Movers LLC	2019	\$721.95	Overpayment
230-514-0	Jefferson Dental Clinic #68	2019	\$1,223.37	Overpayment
042-075-003-0054	Trinity Title	2019	\$1,007.85	Overpayment
100-375-000-0018	Thresir Christie-White	2019	\$2,260.13	Overpayment
103-532-001-0015	Reynaldo Casiano	2019	\$1,200.00	Overpayment
108-568-000-0017	William & Jeannine Legg	2019	\$515.33	Overpayment

Account Number	Name	Year	Amount	Type of Refund
137-964-004-0010	Mercedez Harris	2019	\$619.41	Overpayment
042-185-000-0284	Sabino Rodriguez	2019	\$1,746.31	Overpayment
045-010-002-0005	William Glud	2019	\$569.72	Overpayment
068-059-006-0023	Charter Title	2019	\$4,798.57	Overpayment
105-969-000-0048	Dwight & Melanie Cole	2019	\$599.04	Overpayment
114-671-016-0018	Severo & Perla Calima	2019	\$565.20	Overpayment
114-978-009-0008	Steven & Sandra Applewhite	2019	\$1,142.78	Overpayment
115-208-006-0020	Paul & Rhonda Kubosh	2019	\$1,451.00	Overpayment
115-801-003-0012	Corelogic Tax Services	2019	\$1,937.60	Overpayment
116-728-000-0004	Spectrum Plaza TX LLC	2019	\$20,929.09	HCAD Litigation
131-690-001-0001	HEB Grocery Company LP	2019	\$28,600.00	HCAD Litigation
133-907-001-0001	Springwoods Residential LP	2019	\$54,197.00	HCAD Litigation
068-059-006-0007	Aquila Realty Fund I Inc.	2019	\$2,860.00	HCAD Litigation
108-782-000-0001	Maa Tanc LLC	2019	\$26,339.18	HCAD Litigation
137-387-001-0003	CRP/ Maple Spring Owner LP	2019	\$41,887.50	HCAD Litigation
116-959-001-0001	Houston NW Manager LLC	2019	\$98,219.41	HCAD Litigation
118-996-001-0001	Milestone Texas Holdings	2019	\$2,823.54	HCAD Litigation
126-555-001-0001	Comerica Bank	2019	\$2,388.17	HCAD Litigation
046-081-000-0161	Wells Fargo Bank	2019	\$4,876.94	HCAD Litigation
130-555-001-0001	Wells Fargo Bank	2019	\$3,025.45	HCAD Litigation
131-550-001-0003	Cheddars Casual Café	2019	\$3,140.81	HCAD Litigation
125-903-001-0001	Capital One N.A. c/o Cynthia Poligono Revoc.Trus	2019	\$5,450.79	HCAD Litigation
121-360-001-0001	Aldi Texas LLC	2019	\$5,528.99	HCAD Litigation
044-142-000-9823	South Texas Land LP	2019	\$1,214.40	HCAD Litigation
127-213-001-0002	Health Care Reit Inc.	2019	\$59,781.04	HCAD Litigation
042-088-000-0150	217 Woerner Rd LLC	2018	\$536.93	HCAD Litigation
114-312-000-0013	Parramatta Properties LLC	2017	\$18,648.73	HCAD Litigation
114-312-000-0013	Parramatta Properties LLC	2018	\$15,202.74	HCAD Litigation
114-312-000-0013	Parramatta Properties LLC	2019	\$6,950.06	HCAD Litigation
115-865-001-0023	Jay Dhruv LLC	2018	\$686.67	HCAD Litigation
114-788-002-0004	2ML Real Estate Interest Inc.	2019	\$7,111.19	HCAD Litigation
100-158-000-0015	Globix Palms Rolling LLC	2019	\$2,462.00	HCAD Litigation
115-617-000-0001	16410 Amerihome LLC	2019	\$4,036.32	HCAD Litigation
044-032-001-0033	Riva Development Corp.	2018	\$754.88	HCAD Litigation
119-437-001-0002	Chacon Autos Ltd.	2019	\$4,284.02	HCAD Litigation
108-562-000-0021	Twenty Five Line Inc.	2019	\$1,840.37	HCAD Litigation
131-956-001-0001	Simi Spring LLC	2019	\$2,033.82	HCAD Litigation
115-147-000-0017	Lockridge Partners Ltd.	2019	\$8,236.80	HCAD Litigation
045-172-000-0598	Sahar Investments LLC	2019	\$5,366.19	HCAD Litigation
108-228-000-0004	SMB Cypress Station Properties	2018	\$7,658.37	HCAD Litigation
108-228-000-0004	SMB Cypress Station Properties	2019	\$2,991.76	HCAD Litigation
115-017-000-0002	Ibiza - Fairfield Cove Apartments LLC	2019	\$11,065.54	HCAD Litigation
121-896-001-0001	Harris HY RE LLC	2019	\$2,998.70	HCAD Litigation
045-172-000-0585	George Naddour	2019	\$1,035.19	HCAD Litigation
108-561-000-0008	Helmos Inc.	2019	\$5,265.07	HCAD Litigation
119-451-000-0001	CBOCS Texas Ltd Partnership	2019	\$2,541.93	HCAD Litigation
116-646-000-0001	NNN Healthcare Office Reit Triumph LLC	2019	\$19,652.49	HCAD Litigation
038-353-9	Walmart Store 1103G	2019	\$3,841.04	HCAD Litigation
085-769-6	Walmart Store #0849G	2019	\$4,421.26	HCAD Litigation
024-324-6	Sams Wholesale Club 8245	2019	\$3,443.54	HCAD Litigation
021-459-5	D L Peterson Trust	2018	\$3,543.91	HCAD Litigation
116-888-000-0001	Fretus Investors Houston	2019	\$3,390.76	HCAD Litigation
119-743-001-0002	ARC Cypress Station LP	2019	\$7,865.00	HCAD Litigation
116-256-001-0001	HEB Grocery Company LP	2019	\$11,747.36	HCAD Litigation
223-621-6	Wal-Mart	2019	\$2,599.02	HCAD Litigation
114-769-000-0013	SPO LLC	2019	\$2,702.70	HCAD Litigation
041-093-000-0271	L D Walker Trustee	2017	\$534.60	HCAD Litigation

Account Number	Name	Year	Amount	Type of Refund
041-093-000-0271	L D Walker Trustee	2018	\$895.46	HCAD Litigation
041-093-000-0271	L D Walker Trustee	2019	\$1,328.98	HCAD Litigation
041-093-000-0240	L D Walker Trustee	2018	\$1,809.83	HCAD Litigation
041-093-000-0240	L D Walker Trustee	2019	\$1,491.13	HCAD Litigation
114-788-002-0001	AA Houston Holdings LLC	2019	\$1,111.27	HCAD Litigation
042-088-000-0033	Grundmeyer Living Trust	2019	\$1,614.18	HCAD Litigation
125-495-001-0001	CVS Pharmacy Inc.	2018	\$2,398.79	HCAD Litigation
118-159-001-0001	West Pacific Properties	2019	\$10,567.70	HCAD Litigation
129-594-001-0001	Westmount At Hollow Tree Parc LLC	2018	\$15,160.40	HCAD Litigation
129-594-001-0001	Westmount At Hollow Tree Parc LLC	2019	\$8,534.14	HCAD Litigation
043-086-000-0022	15414 Kuykendahl Road LLC ETAL	2018	\$19,398.00	HCAD Litigation
043-086-000-0022	15414 Kuykendahl Road LLC ETAL	2019	\$15,043.89	HCAD Litigation
134-509-001-0001	SCH Partners LP	2019	\$6,295.58	HCAD Litigation
214-315-0	Gelco Fleet Trust	2019	\$938.51	HCAD Litigation
117-056-001-0003	Target Corporation	2019	\$18,804.50	HCAD Litigation
042-075-000-0235	Securcare Movelt McAllen LLC	2019	\$4,496.26	HCAD Litigation
042-075-000-0240	Securcare Movelt McAllen LLC	2019	\$1,189.92	HCAD Litigation
119-241-001-0001	Securcare Movelt McAllen LLC	2019	\$3,146.00	HCAD Litigation
135-617-001-0001	Northgate Vertical LP	2019	\$53,735.42	HCAD Litigation
115-710-000-0001	Lone Star C & L Investments LLC	2019	\$3,668.38	HCAD Litigation
129-457-001-0001	Lone Star C & L Investments LLC	2019	\$5,088.47	HCAD Litigation
123-796-001-0001	CPL Lantern LLC	2019	\$38,534.68	HCAD Litigation
121-124-001-0002	SRE Texas 1 LP	2019	\$5,219.50	HCAD Litigation
045-010-000-0802	Haza Realty LP	2019	\$1,028.04	HCAD Litigation
064-246-000-0066	Gulshan Enterprises Inc.	2019	\$920.68	HCAD Litigation
106-884-000-0003	Global New Millennium Partners Ltd.	2019	\$1,684.67	HCAD Litigation
116-284-000-0002	Global New Millennium	2019	\$937.49	HCAD Litigation
137-830-001-0001	FM 1960 Medical Village II LP	2019	\$25,057.86	HCAD Litigation
117-061-000-0001	Parramatta Properties LLC	2019	\$8,673.71	HCAD Litigation

REFUNDS GRAND TOTAL

\$871,630.40

Date

Rhonda Newhouse
Board President

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Report of Cooperative Purchases Exceeding \$50,000
RECOMMENDED ACTION	That the Board review the report to be aware of purchasing cooperative orders processed during the period referenced in the report.
EXPLANATION OF ITEM	This report lists the purchases exceeding \$50,000 that were made by the District through one or more authorized purchasing cooperatives. Texas Education Code 44.031(a) names interlocal contracts as an authorized purchasing method, and Government Code Chapter 791 (Interlocal Cooperation Contracts) encourages local governments, including school districts, to contract with one another and with agencies of the state to increase the efficiency and effectiveness of its operations.
EVERY CHILD 2020 IMPERATIVE	Excellence in Every School
EVERY CHILD 2020 COMMITMENT	Operational Excellence Across Every School and Every Department
EVERY CHILD 2020 STRATEGY	Improve Decision Making Through Trustworthy Data
RESOURCE PERSONNEL	Ann Westbrook, Chief Financial Officer Phillip Ellison, Executive Director of Procurement Services
BUDGET PROVISIONS	Not applicable

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA No

IS ITEM A CONSENT AGENDA ITEM N/A

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE No

DOES ITEM REQUIRE PUBLIC HEARING No

MEETING DATE September 2020

Spring Independent School District

16717 Ella Blvd. • Houston, Texas 77090 • Tel. 281.891.6465



Cooperative Purchases \$50,000 and Over

Procurement Services Period: July 16 – August 13, 2020

PO Date	PO No.	Vendor Name	Requestor	Description	PO Amount	Cooperative
7/20/2020	P2100338	WatchGuard Video	Police	Body Cameras, Device Licenses, Parts, Training, Warranty & Etc.**	\$ 209,000	BuyBoard
7/21/2020	P2100364	Glazier Foods Company	Distribution Center	3-Compartment Plates	\$ 85,320	School Purchasing Alliance
7/21/2020	P2100365	Frontline Education	Multilingual	English Language Learners & Language Proficiency Assessment Committee Site License	\$ 89,123	Central Texas Purchasing Alliance
7/21/2020	P2100370	Unify Energy Solutions LLC	Planning & Construction	HVAC Monitoring Systems Service Agreement for WHS, WHS – Field House, Virtual, SLA, Teach Up, Planet Ford Stadium & Police Command Center	\$ 63,450	Choice Partners
7/23/2020	P2100473	Frontline Placement Technologies	Human Resources	Absence & Substitute Management System License Renewal	\$ 70,147	Allied States Cooperative
7/27/2020	P2100500	Sandra Mercuri Educational Consultants	Multilingual	Summer Dual Language Academy, Model Lesson Analysis, Targeted Lesson Planning & Coaching, Dual Language Curriculum Enhancement & DL Practices	\$ 87,500	Central Texas Purchasing Alliance
7/28/2020	P2100543	GTS Technology Solutions, Inc.	Technology	Staff Augmentation – Level 1 Technician	\$ 76,800	DIR
8/3/2020	P2100642	Hunton Trane Services	Planning & Construction	Mechanical Select Maintenance for various campuses & Planet Ford Stadium Chillers and BAS Scheduled Maintenance	\$ 112,460	Choice Partners

* Blanket Purchase Order for anticipated annual spend.

**Bond Related Expenditures

Spring Independent School District

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Cooperative Purchases \$50,000 and Over

Procurement Services Period: July 16 – August 13, 2020

PO Date	PO No.	Vendor Name	Requestor	Description	PO Amount	Cooperative
8/3/2020	P2100652	Glazier Foods Company	Distribution Center	Container Lids, Bowls & Compartment Containers	\$ 66,561	School Purchasing Alliance
8/5/2020	P2100724	T-Mobile USA, Inc.	Curriculum & Instruction	1,000 Mobile Hotspots for Students	\$ 111,000	DIR
8/10/2020	P2100786	Libra-Tech Corporation	Planning & Construction	Allied Plastic Acrylic Screen & Allied Plastic Supply 3' Holder w/Adhesive – Districtwide	\$ 200,375	TIPS
8/11/2020	P2100799	All in Learning	Research & Accountability	Cloud-Based Platform of Formative Assessment Interactives	\$ 147,699	TIPS
8/13/2020	P2100926	Engage2Learn	Workforce Development	Support Readiness Trainings for Teachers, Instructional Coaches & Leadership Team Support	\$ 89,972	Allied States Cooperative
8/13/2020	P2100920	Yellowstone Landscape Central	Maintenance	Landscape Maintenance for Districtwide*	\$ 122,600	Choice Partners

* Blanket Purchase Order for anticipated annual spend.

**Bond Related Expenditures

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Certification of Anticipated Collection Rate for Spring Independent School District
RECOMMENDED ACTION	That the Board approve the Certification of Anticipated Collection Rate for Spring Independent School District.
EXPLANATION OF ITEM	Attached is the certification by Spring Independent School District Tax Assessor-Collector for the 2020 taxable year. Section 26.04 of the Property Code requires certification of anticipated rate to the units governing body. This anticipated collection rate will be utilized in the calculation of the debt service portion of the rollback tax for the 2020 taxable year.
EVERY CHILD 2020 IMPERATIVE	Engaged Stakeholders in Every Community
EVERY CHILD 2020 COMMITMENT	Culture of High Community Engagement
EVERY CHILD 2020 STRATEGY	Engage Business as Job Partners and Job-market Consultants
RESOURCE PERSONNEL	Ann Westbrooks, Chief Financial Officer Dorset Neeley, Tax Assessor Collector
BUDGET PROVISIONS	Not applicable

IS ITEM ON BOT WORK SESSION AGENDA	Yes
IS ITEM ON BOT REGULAR MEETING AGENDA	Yes
IS ITEM A CONSENT AGENDA ITEM	Yes
DO YOU HAVE SUPPORTING DOCUMENTS	Yes
IS THERE A PRESENTATION	No
WHEN WILL THE PRESENTATION BE MADE	N/A
DOES ITEM REQUIRE BOARD SIGNATURE	No
DOES ITEM REQUIRE PUBLIC HEARING	No
MEETING DATE	September 2020

STATE OF TEXAS

PROPERTY TAX CODE, SECTION 26.04 (b)

COUNTY OF HARRIS

CERTIFICATION OF ANTICIPATED COLLECTION RATE FOR
SPRING INDEPENDENT SCHOOL DISTRICT

I, Dorset Neeley, Assessor-Collector for the Spring Independent School District,
certify that the anticipated collection rate of said District for the 2020 taxable year is 100%.

This percentage represents the sum of current and delinquent taxes, including penalties
and interest, collected between July 1 of this year and July 1 of the next year.

The amount of excess debt collection for the 2019 year was \$0.

8-14-2020

Date

Dorset Neeley

Signature

Spring Independent School District

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SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Interlocal Agreement Between Spring Independent School District and Klein Independent School District for Records Storage
RECOMMENDED ACTION	That the Board approve the interlocal agreement for records storage services to be provided by Spring ISD to Klein ISD.
EXPLANATION OF ITEM	This interlocal agreement allows Spring ISD to be a record retention facility by providing storage for Klein ISD's records in the District's Distribution Center.
EVERY CHILD 2020 IMPERATIVE	Excellence in Every School
EVERY CHILD 2020 COMMITMENT	Operational Excellence Across Every School and Every Department
EVERY CHILD 2020 STRATEGY	Improve Decision Making Through Trustworthy Data
RESOURCE PERSONNEL	Ann Westbrooks, Chief Financial Officer Phillip Ellison, Executive Director of Procurement Services
BUDGET PROVISIONS	Not applicable

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE Yes

DOES ITEM REQUIRE PUBLIC HEARING No

MEETING DATE September 2020

INTERLOCAL AGREEMENT
BETWEEN
KLEIN INDEPENDENT SCHOOL DISTRICT
AND
SPRING INDEPENDENT SCHOOL DISTRICT
FOR
RECORD STORAGE

THIS INTERLOCAL AGREEMENT ("Agreement"), made and entered into pursuant to the Texas Interlocal Cooperation Act, Chapter 791, Texas Government Code (the "Act."), by and between Klein Independent School District, hereinafter referred to as "Klein ISD", having its principal place of business at 7200 Spring Cypress Rd., Klein, TX 77379, and Spring Independent School District, hereinafter referenced to as "Spring ISD", having its principal place of business at 16717 Ella Blvd., Houston, Texas 77090, both being political subdivisions of The State of Texas, agree as follows:

WITNESSETH

WHEREAS, Klein ISD has records storage needs; and

WHEREAS, Spring ISD has a Distribution Center located at 15330 Kuykendahl Road; and

WHEREAS, pursuant to the Act, Klein ISD is authorized to contract with eligible entities to perform governmental functions and services including the development of record storage and retention agreements with eligible entities; and

WHEREAS, Spring ISD has represented that it is an eligible public entity under the Act, and that it desires to participate in an interlocal agreement based on the items set forth below; and

WHEREAS, the governing bodies of each party find that the subject of this contract is necessary for the benefit of the public; and that each party has the legal authority to perform; and to provide the governmental function or service which is the subject matter of this contract;

NOW, THEREFORE, Klein ISD and Spring ISD do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

Both Spring ISD and Klein ISD represent that (1) each is eligible to contract with the other under the Act because each is a local government, as defined in the Act, and (2) each possesses adequate legal authority to enter into this Agreement.

ARTICLE 2: APPLICABLE LAWS

Klein ISD and Spring ISD agree to conduct all activities under this Agreement in accordance with all applicable rules, regulations, and ordinances under laws in effect or promulgated during the term of this Agreement.

ARTICLE 3: WHOLE AGREEMENT

This Agreement, and the subsequent terms and conditions constitute the complete contract between the parties hereto and supersede all oral and written agreements between the parties relative to matters herein. The Agreement will be between each entity for services provided by Spring ISD.

ARTICLE 4: BILLINGS

Billings will be generated for records storage and retention services through Spring ISD based upon the pricing and other terms and conditions which will be stipulated. Klein ISD agrees to pay for all expenses associated with such terms and conditions for which it is responsible.

ARTICLE 5: CHANGES AND AMENDMENTS

This Agreement may be amended only by written amendment executed by both parties, except that any alterations, additions, or deletions to the terms of this Agreement which are required by changes in Federal and State law or regulations are automatically incorporated into this Agreement without written amendment hereto and shall become effective on the date designated by such law or regulation.

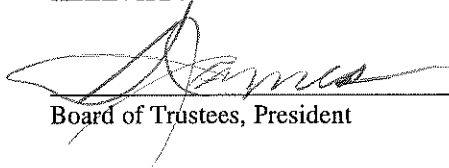
ARTICLE 6: TERM

This Agreement shall take effect upon execution by both parties and shall remain in effect throughout the term of the contract as stipulated in the terms and conditions unless terminated by either party to the Agreement upon thirty (30) days written notice prior to termination.

IN WITNESS WHEREOF, the parties hereto have used this Agreement to be executed by their authorized officers the day and year as listed and signed below.

KLEIN ISD:

SPRING ISD:



Board of Trustees, President

Board of Trustees, President

Typed Name: Board President

Typed Name: Board President

7/17/2020

Date

Date

Spring Independent School District

16717 Ella Blvd. • Houston, Texas 77090 • Tel. 281.891.6000



SCHOOL BOARD AGENDA ITEM SUMMARY

SUBJECT	Interlocal Agreement with Harris County Regarding Project Connectivity
RECOMMENDED ACTION	That the Board approve entering into an Interlocal Agreement with Harris County Regarding Project Connectivity and authorize the Superintendent to execute all necessary documents.
EXPLANATION OF ITEM	Spring ISD partnered with Region IV to purchase student devices through Project Connectivity, which provided matching federal funds to reduce the district's overall cost. County and local governments were recently authorized to contribute a portion of CARES Act funding received by such entities to local school systems to further offset the cost of devices for students. This contract is still undergoing the approval process and will be provided at a later date.
EVERY CHILD 2020 IMPERATIVE	Excellence in Every School
EVERY CHILD 2020 COMMITMENT	Operational Excellence Across Every School and Every Department
EVERY CHILD 2020 STRATEGY	Improve Decision Making Through Trustworthy Data
RESOURCE PERSONNEL	Ann Westbrook, Chief Financial Officer
BUDGET PROVISIONS	Not applicable

IS ITEM ON BOT WORK SESSION AGENDA Yes

IS ITEM ON BOT REGULAR MEETING AGENDA Yes

IS ITEM A CONSENT AGENDA ITEM Yes

DO YOU HAVE SUPPORTING DOCUMENTS Yes

IS THERE A PRESENTATION No

WHEN WILL THE PRESENTATION BE MADE N/A

DOES ITEM REQUIRE BOARD SIGNATURE No

DOES ITEM REQUIRE PUBLIC HEARING No

MEETING DATE September 2020