

Special Meeting

ITEM K.1 BBB(LOCAL) BOARD MEMBERS: ELECTIONS

These are not TASB recommendations. The rationale for the update does not explain deleting residency requirements. 1). Please explain the reason for the deletion and, 2) the implications to the single-member district that ensures community input.

This change was made per board counsel. The law requires that candidates be residents of the state for 1 year and of the territory from which the office is elected for 6 months prior to the filling deadline for a place on the ballot. The law does not contain a 30-day residence requirement, and HISD cannot locally impose that.

The appropriate statement of the residency requirements for being an HISD trustee is contained in the LEGAL policy—Board Policy BBA (LEGAL). Further explanation is not required in a local policy.

ITEM K.3 BBE(LOCAL) BOARD MEMBERS AUTHORITY

Shouldn't the policy reflect procedures? Under the headline "Referring Complaints" Currently Board Members refer complaints to Board Services who then refers them to Administration or Superintendent. The policy indicates that we should refer complaints to the Superintendent.

The board and superintendent referral process is the method by which board members may refer concerns and inquiries to the superintendent or appropriate designee.

ITEM K.5 BBG(LOCAL) BOARD MEMBERS: COMPENSATION AND EXPENSES

Shouldn't the policy reflect the circumstances. Currently, we have a tablet and a laptop. We also have a desk phone and cell phone. Recommendation - Each Trustee shall be furnished a desk, cell and desk telephone, district-issued electronic device such as a tablet and/or laptop.

At the direction of the board, the text of the policy can be edited to reflect this change. Our recommendation at this time is to allow for a change in the type or quantity of electronic devices provided to trustees.

ITEM K.9 BF(LOCAL) BOARD POLICIES

This item does not mention a TASB reference. Recommendation - Keep one printed on-hand. (In case of viruses or hackers)

The Board Services office will retain a paper copy of the HISD board policy manual. The official version of the HISD Board Policy Manual is found at TASB Policy Online at <https://policyonline.tasb.org/Home/Index/592>

Special Meeting

ITEM K.12 BQA(LOCAL) PLANNING AND DECISION-MAKING PROCESS: DISTRICT-LEVEL

How long is an actual term for DAC members?

The actual term is one year from January to December.

ITEM K.15 CFD(LOCAL) ACCOUNTING: ACTIVITY FUNDS MANAGEMENT

Is there a significance to double strike-through and double underline?

Any double strike-through or double underline was unintentional.

ITEM K.18 COA(LOCAL) FOOD AND NUTRITION MANAGEMENT: PROCUREMENT

Please explain the significance of "geographical preference."

The significance of Geographical Preference is the District can develop bid specifications that are designed to support local vendors if the specifications do not **prevent open and competitive bidding**. You can award points or bonus points to a local vendor that would advantage their proposal. The details of how this is done are found in TDA Administrative Manual: [ARM Section17 Procurement 210816](#)

The narrative below is for demonstrative definitions found in Administrative Regulations Manual (Procurement Section17).

1. Geographical Preference is defined as purchases made with a specified radius of the CE (District).
2. Geographical preferences usually are assigned to locally grown and minimally processed foods and raised agricultural products.
3. Texas law requires (1) that governmental entities (including school districts and charter schools) define local preference as geographically within the state of Texas and (2) that a contract must be awarded to a local supplier over a non-local supplier if both meet the terms and conditions described in the solicitation.
4. Texas law is higher standard than USDA regulations.

Special Meeting

ITEM K.22 DBD(LOCAL) EMPLOYMENT REQUIREMENTS AND RESTRICTIONS: CONFLICT OF INTEREST

UPDATED 8/23/22

Clarification for employee to initiate the process for submitting conflict-of-interest forms?
Should time frame for submitting conflict of interest form be added to the policy?

While the policy sets the expectation for reporting, using the applicable form, we will be revising regulations to make explicit the reporting process and timeline, which are not currently addressed here. These procedural aspects of implementing the policy should be included in administrative regulations.

When is the last time the conflict-of-interest review committee met?

The Conflict-of-Interest Review Committee last met more than two years ago.

Based on other discussion in the August 18th Board meeting, we have included a new paragraph at the end of Policy DCD(LOCAL) [see K-24] stating that an at-will employee with a conflict-of-interest violation that substantially impacts the employee's ability to perform their job will be dismissed. For employees under contract, administrative leave, and discipline, up to and including termination, are addressed for various employee groups with contracts in policies DFAA, DFAB, DFBA, DFBB, DFCA, and their regulations.

ITEM K.24 DCD(LOCAL) EMPLOYMENT PRACTICES: AT-WILL EMPLOYMENT

"Assignment and Evaluation" Does this deletion mean that at-will employees will not be evaluated? "Reasonable Assurance" Does this deletion mean that an at-will employee should automatically assume they are employed

The rationale to remove the "Assignment and Evaluation" aligns with TASB's recommendation and legal analysis. All appraisal/evaluation information is addressed in the DN series. The provision on "Reasonable Assurance" was removed, as this is addressed in CRF(LOCAL).

ITEM K.26 DEC(LOCAL) COMPENSATION AND BENEFITS; LEAVES AND ABSENCES

UPDATED 8/23/22

Why are we decreasing an employee's rights simply because they are married? Why are we combining the employees leave?

The language on combined FML for spouses who both are employees is simply a restatement of the federal legal parameters for FML. It is not the district's decision. That said, because this is already covered, more appropriately since it is a legal requirement, in DECA(LEGAL), we are recommending removing it altogether from DEC(LOCAL).

AUGUST 2022

Special Meeting

Where is the assault leave addressed?

Assault leave is addressed in DEC(LEGAL).

ITEM K.27 DF(LOCAL) TERMINATION OF EMPLOYMENT

UPDATED 8/23/22

Can we add the word "charged"? Why or why not?

This new policy aligns directly with new state law that is specific to the cases included. The law does not allow us to add "charged."

ITEM K.29 DFBA(LOCAL)TERM CONTRACTS: SUSPENSION/TERMINATION DURING CONTRACT

This turns the CC into term. This is not a TASB.

The language was intended to refer to "term," not "continuing," given that this is a policy about term contracts. We regret the error and have corrected the policy draft in Round 3 of revisions updated August 16.

ITEM K.31 DFCA(LOCAL) CONTINUING CONTRACTS: SUSPENSION/TERMINATION

Please reference the state law that allows termination of Continued Contract for Reduction in Force.

The Texas Education Code 21.157 allows for continuing contract employees to be released from employment by a district at the end of a school year because of a necessary reduction of personnel.

ITEM K.34 DFFB(LOCAL) REDUCTION IN FORCE: PROGRAM CHANGE

The rationale does not reflect the changes made. Are the changes only grammatical or should something else be highlighted?

The revisions within DFFB(LOCAL) are formatting edits.

ITEM K.37 DP(LOCAL) PERSONNEL POSITIONS

Please explain the rationale for deleting teaching experience from qualifications.

Informed by TASB recommendations, we are seeking to focus the policy language more appropriately on the broad components that should guide the administration. Specific qualifications should not be included in policy; they are incorporated into job descriptions. That said, this is not a substantive effort to remove teaching experience from current expectations for principals. Our principal selection process is rigorous and has become more, not less, rigorous through revisions to our practices in 2022.

Special Meeting

ITEM K.38 EF(LOCAL) INSTRUCTIONAL RESOURCES

I would like to better understand what we can do to strengthen our library and instruction material policies. I know there were updates for other agencies that are being addressed. I also know that other districts in the state are working on enhancing their policy as well. I would like to see how we can work together on this.

HISD has proposed revisions to Board Policy EF (LOCAL) Instructional Resources that incorporate the model policies released in the spring of 2022 by both Texas Education Agency and TASB Policy Service. The policy draft was then reviewed and revised collaboratively by Library Services, Academic instructional Technology, and HISD Legal Services.

Please note, board members can provide feedback to HISD administration or propose revisions to any local policy during the first reading of the policy.

1. Core initiative- 5. Culture of trust through action / no action on this law, does not meet this goal

Parents have access to view a complete list of all library materials at each campus through Destiny (Library Management System) <https://destiny.houstonisd.org>. The law referred to does not apply to library materials.

2. Packet page 152 - 5 and 6 - these statements are vague (many national award platforms etc.)

The policy does not name specific review sources due to the need for ongoing maintenance. Library Services can provide specific review sources and awards lists via Regulation.

3. Packet Page 153 - 12 - Needs to add: school before libraries (local libraries have different programs)

Board members can provide feedback to HISD administration or propose revisions to any local policy during the first reading of the policy.

4. Protection from inappropriate material (Page 153) - Library materials shall comply with the Guidelines specified under the Children's Internet Protection Act.....

As required by CIPA, all district and library internet connections are filtered to ensure student safety.

5. TEKS needs to be referenced in Policy: Texas Administration code 74. As to support the Instruction intent

Board members can provide feedback to HISD administration or propose revisions to any local policy during the first reading of the policy.

6. TX Ed Code Section 26.006 - defined by Section 31.002

Code references instructional materials used in direct classroom instruction. As library materials are primarily intended for an independent inquiry, this code would not apply in either the Instructional

Special Meeting

Resources or the Library materials sections of the policy. Board would need to add an Instructional materials section that included this specific language.

7. Packet page 155 - Formal Consideration: committee may include? The complainant should be included to have due process.

The complainant's perspective is included in the materials reconsideration form that is submitted to begin the formal reconsideration process.

How can we better clarify the language to meet the SBOE guidelines?

Board members can provide feedback to HISD administration or propose revisions to any local policy during the first reading of the policy.

ITEM K.42 EHBC(LOCAL) SPECIAL PROGRAMS: COMPENSATORY/ACCELERATED SERVICES

Please explain the acronym FNG found in the rationale and page one.

FNG refers to FNG(LOCAL) and FNG(LEGAL), the board policies that address process for student and parent grievances.

ITEM K.44 EIE(LOCAL) ACADEMIC ACHIEVEMENT: RETENTION AND PROMOTION

Does this policy eliminate the option to appeal by Grade Placement Committee? What type of appeal can a parent use for absences?

The Attendance Appeal Committee is separate and apart from the Grade Placement Committee. The Attendance Appeal Committee can be used for absences; each campus should have a committee.

The Attendance Appeal takes place at the end of every semester. Campuses have the option to consult with their Grade Placement Committee to obtain additional academic information for the student.

TEA, released at the district's discretion, the option to remove the Grade Placement Committee and utilize the Accelerated Learning Committee in its place. This change is reflected in this current draft of K.44 EIE(LOCAL); however, due to recent communications with campuses, administration is recommending that we amend the draft of this policy and keep the Grade Placement Committee as well. The rationale for this new change is because the Accelerated Learning Committee only applies to certain grade levels impacted by state assessments. The Grade Placement Committee will be for those grade levels not impacted by state assessments. The administration requests the opportunity to edit this policy and will provide an updated version for second reading on August 25.

Special Meeting

ITEM K.46 ELA(LOCAL) CAMPUS OR PROGRAM CHARTERS: PARTNERSHIP CHARTERS

Since this item is submitted by the Board and it is illegal to inform all members without a Board Meeting, will there be a workshop on this item to get input from the board?

The item was sponsored by the Board President, who has authority to submit agenda items for the Board's consideration under Board Policy BE (Local). BE (Local) provides in relevant part:

In consultation with the Board President, the Superintendent shall prepare the agenda for all Board meetings. Before the official agenda is posted for any meeting, the Superintendent shall consult the Board President to ensure that the agenda and the topics included meet with the Board President's approval.

The Board President provided K-46 to the Superintendent for review and consideration to determine whether it would be a board recommendation or an administrative recommendation and confirmed that the superintendent did not object to its placement on the agenda as a board-sponsored item. These facts satisfy both sentences above.

GENERAL

I thought these were all because of legislative changes?

While most policy items included on the board agenda originated from TASB-recommended updates, some edits were suggested by HISD administration with expertise in the respective departments to align outdated board policy to current practices.