



Conroe Independent School District Board of Trustees
Official Notice and Agenda
Regular Meeting
5:00 PM Tuesday, June 16, 2026

A Regular Meeting of the Board of Trustees of the Conroe Independent School District will be held Tuesday, June 16, 2026, beginning at 5:00 PM at the Walter P. Jett Continuing Education Center located at 19043 David Memorial Drive Shenandoah, TX 77385. The meeting may be accessed virtually at <http://tiny.conroeisd.net/R78KV>*

One or more board members will be, or may be, attending by videoconference call in compliance with the Texas Open Meetings Act.

Subjects to be discussed or considered, or upon which any formal action may be taken, are as listed below. Items do not have to be taken in the order shown on this meeting notice.

I.	Opening	
	A. Invocation	
	B. Pledge of Allegiance	
II.	Closed Session**	
	A. Texas Government Code Section §551.074	
	1. Level III Grievance Hearing	
III.	Action on Closed Session Items	
	A. Consideration and Possible Action on Level III Grievance	
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	B. Consider and Approve Amendment to the Budget	16
	C. Receive Human Resources Report and Consider and Approve Employment of Professional Personnel	30
	D. Receive Financial Reports	38
	E. Consider and Approve Election Order	54
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	G. Consider and Approve Interlocal Agreement Between Choice Partners and Conroe ISD Child Nutrition Department for 2026-2027	81
	H. Consider and Approve Submission of an Application for the ESC Region 10 Special Education Funding Transition Grant	88
	I. Consider and Approve Resolution Designating Non-business Days for the 2027 and 2028 Calendar Years in Compliance with Texas Government Code §552.0031	92
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M.	Consider on First Reading Board Policy DEC (Local) Compensation and Benefits: Leave Absences	122
N.	Consider on First Reading Board Policy DP (Local) Personnel Positions	145
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R.	Consider on Second Read and Final Adoption Board Policy GKD (Local) Community Relations: Nonschool Use of School Facilities	178
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VI.	Administration	
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VII.	Teaching and Learning	
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A.	Discussion and Possible Approval of the 2026-2027 Employee Compensation Plan	298
IX.	Planning and Construction	
A.	Consider and Possibly Approve the Change in Construction Delivery Method for the Washington High School Plan, Phase I Project	301
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A.	Consider on First Reading Board Policy CKC (Local) Safety Program/Risk Management: Emergency Plans	309
B.	Consider on First Reading Board Policy DBAA (Local) Employment Requirements and Restrictions: Pre-Employment Reviews	313
C.	Consider on First Reading Board Policy DH (Local) Employees Standards of Conduct	320
XI.	Adjourn	

Posted in compliance with the Texas Open Meetings Act: _____ at _____.

For the Board of Trustee

Taxpayer Impact Statement

(Pursuant to Texas Government Code 551.043(c)(2))

Fiscal Year (Tax Year)	Median-Valued Homestead	Tax Rate per \$100 of Value	Estimated Property Tax Bill
FY 25-26 (Tax Year 2025)	\$227,985	\$0.9496	\$2,164.95
FY 26-27 (Tax Year 2026)	\$232,662	\$0.9348*	\$2,174.92*

Estimated Property Tax Bill is calculated by taking the Median Value divided by \$100 multiplied by the Adopted Tax Rate

*Tax year 2026 calculations are projected based on preliminary property values and projected tax rate.

* Virtual Link

Any meeting not live-streamed will be made available via recording per Tex. Gov't Code Section 551.128(b-2), (b-4) **

Closed Session Authorization During Meeting

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, 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 551.089 inclusive of said Open Meetings Act. 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.

All final votes, actions, or decisions will be taken in an open meeting.

Please see the Texas Open Meetings Act, Tex. Gov't Code ch. 551.

Sec. 551.071. CONSULTATION WITH ATTORNEY; CLOSED MEETING. A governmental body may not conduct a private consultation with its attorney except: (1) when the governmental body seeks the advice of its attorney about: (A) pending or contemplated litigation; or (B) a settlement offer; or (2) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.

Sec. 551.072. DELIBERATION REGARDING REAL PROPERTY; CLOSED MEETING. A governmental body may conduct a closed meeting to deliberate the purchase, exchange, lease, or value of real property if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Sec. 551.073. DELIBERATION REGARDING PROSPECTIVE GIFT; CLOSED MEETING. A governmental body may conduct a closed meeting to deliberate a negotiated contract for a prospective gift or donation to the state or the governmental body if deliberation in an open meeting would have a detrimental effect on the position of the governmental body in negotiations with a third person.

Sec. 551.074. PERSONNEL MATTERS. (a) This chapter does not require a governmental body to conduct an open meeting:

- (1) to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or
- (2) to hear a complaint or charge against an officer or employee. (b) Subsection (a) does not apply if the officer or employee who is the subject of the deliberation or hearing requests a public hearing.

Sec. 551.076. DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS; CLOSED MEETING. This chapter does not require a governmental body to conduct an open meeting to deliberate: (1) the deployment, or specific occasions for implementation, of security personnel or devices; or (2) a security audit.

Sec. 551.082. SCHOOL CHILDREN; SCHOOL DISTRICT EMPLOYEES; DISCIPLINARY MATTER OR COMPLAINT. (a) This chapter does not require a school board to conduct an open meeting to deliberate in a case: (1) involving discipline of a public school child; or (2) in which a complaint or charge is brought against an employee of the school district by another employee and the complaint or charge directly results in a need for a hearing.

Sec. 551.0821. SCHOOL BOARD: PERSONALLY IDENTIFIABLE INFORMATION ABOUT PUBLIC SCHOOL STUDENT. (a) This chapter does not require a school board to conduct an open meeting to deliberate a matter regarding a public school student if personally identifiable information about the student will necessarily be revealed by the deliberation. (b) Directory information about a public school student is considered to be personally identifiable information about the student for purposes of Subsection (a) only if a parent or guardian of the student, or the student if the student has attained 18 years of age, has informed the school board, the school district, or a school in the school district that the directory information should not be released without prior consent. In this subsection, "directory information" has the meaning assigned by the federal Family Educational Rights and Privacy Act of 1974 (20 U.S.C. Section 1232g), as amended. (c) Subsection (a) does not apply if an open meeting about the matter is requested in writing by a parent or guardian of the student or by the student if the student has attained 18 years of age.

Sec. 551.089. DELIBERATION REGARDING SECURITY DEVICES OR SECURITY AUDITS; CLOSED MEETING. This chapter does not require a governmental body to conduct an open meeting to deliberate: (1) security assessments or deployments relating to information resources technology; (2) network security information as described by Section 2059.055(b); or (3) the deployment, or specific occasions for implementation, of security personnel, critical infrastructure, or security devices.

Citizen Participation

Recommendation:

That the Conroe Independent School District Board of Trustees accept as information the presentations made by citizens, as submitted and recommended by Dr. David Vinson, Superintendent of Schools.

Explanation:

Citizens will have the opportunity to address the Board in accordance with Board Policy BED.

Board Policy: BED

Submitted and Recommended by:

Dr. David Vinson
Superintendent of Schools

Consider and Approve Minutes

Recommendation:

That the Conroe Independent School District Board of Trustees approve the minutes of recent board meetings listed below, as submitted and recommended by Dr. David Vinson, Superintendent of Schools.

Explanation:

Attached are the minutes from the May 12, 2026, Regular Board Meeting and the June 2, 2026 Special Meeting. These minutes will become official upon approval.

Policy Reference: Legal and Local Board Policy BE

Submitted and Recommended by:

Dr. David Vinson
Superintendent of Schools

**Conroe Independent School District
Board of Trustees Regular Board Meeting
May 12, 2026**

OPENING

A Regular Meeting of the Conroe Independent School District Board of Trustees was held on Tuesday, May 12, 2026, in the Board Room of the Deane L. Sadler Administration Building located at 3205 W. Davis, Conroe, TX 77304. Superintendent Dr. David Vinson and a quorum of the Board of Trustees attended the meeting: Misty Odenweller, Nicole May, Lindsay Dawson, Melissa Dungan, Melissa Semmler, Marianne Horton, and Aggie Gambino. Board President Misty Odenweller called the meeting to order at 5:02 p.m. Trustee Horton led the invocation. Boy Scout Troop 889 led the pledges.

The Open Session ended at 5:06 p.m.

CLOSED SESSION

The Open Session reconvened at 5:56 p.m.

ACTION ON CLOSED SESSION ITEMS

A. Discussion and Possible Action to Authorize the Superintendent to Negotiate and Execute a Settlement Agreement with SI Environmental, LLC

Motion #5000

Lindsay Dawson, seconded by Aggie Gambino, moved: That the Board of Trustees direct the Superintendent to settle with SI Environmental LLC.

Carried by a vote of 6-1.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: No
Aggie Gambino: Yay
Misty Odenweller: Yay

B. Discussion and Possible Approval of Property Acquisition

Motion #5001

Melissa Dungan, seconded by Lindsay Dawson moved: That the Board approve the right of way acquisition by Montgomery Country Precinct 3 and designate the Superintendent to negotiate and execute the contract documents.

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

CITIZEN PARTICIPATION

The following citizens registered and addressed the Board of Trustees:

Henry Moss Bea Gasca Krystal Eicher Destinee Milton
Teresa Kenney Rebecca Smith Jeff Zedlar Whalin Harter-Leahy Mark Brooks

CONSENT AGENDA

Motion #5002

Melissa Dungan, seconded by Lindsay Dawson, moved: That the Board of Trustees remove item E. Consider on First Read: Conroe ISD School Board of Trustees Operating Procedures Manual from the consent agenda and approve the following items on the consent agenda as presented:

- Consider and Approve Minutes
- Receive Financial Reports
- Consider and Approve Amendment to the Budget
- Receive Human Resources Report and Consider and Approve Employment of Professional Personnel
- Receive Financial Reports
- Consider on Second Read and Final Adoption Board Policy DBD (Local) Employment Requirements and Restrictions: Conflict of Interest
- Adopt Exhibit Forms Pursuant to School Board Policy EHBAG (Local)
- Consider on Second Read and Final Adoption Board Policy FEA (Local) Attendance: Compulsory Attendance
- Consider on Second Read and Final Adoption Board Policy FEC (Local) Attendance: Attendance for Credit
- Consider on Second Read and Final Adoption Board Policy GC (Local) Public Notices
- Consider and Approve Submission of a Foreign Exchange Student Waiver to the Texas Education Agency
- Consider Approval of Application for Renewal of Professional Development Waiver
- Consider Approval of Submission of a Low Attendance Waiver to the Texas Education Agency

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

Motion #5003

Lindsay Dawson, seconded by Nicole May, moved: That the Board of Trustees accept as presented the removed item from Consent Agenda: Consider on First Read: The Conroe ISD School Board of Trustees Operating Procedures Manual.

Motion #5004

Following discussion Trustee May seconded by Trustee Gambino called for the vote to be made.

Carried by a vote of 4-3.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: No
Melissa Dungan: No
Marianne Horton: No
Aggie Gambino: Yay
Misty Odenweller: Yay

HUMAN RESOURCES

The Board of Trustees discussed in a Closed Session and approved the following principal listed in the Consent Agenda: Human Resources Department Employment of Professional Personnel Report.

- **Recognize Principal for Rice Elementary – Catherine Brennan**

ADMINISTRATION

A - Discuss and Possibly Adopt the Conroe ISD Education Foundation Resolution Regarding the Continuation of Existing Scholarship and Other Programs

Motion #5005

Melissa Dungan, seconded by Aggie Gambino, moved: That the Board table the adoption of the resolution for further discussion in the future pending new information as requested by Dr. David Vinson Superintendent of Schools.

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

TEACHING AND LEARNING

A - Discussion and Possible Action to Approve Library Materials in Accordance with Texas Education Code §33.026, School Board EFB, and Senate Bill 13

Motion #5006

Melissa Dungan, seconded by Nicole May, moved: That the Board adopt the Library Materials in Accordance with Texas Education Code §33.026, School Board EFB, and Senate Bill 13 as presented by Dr. Hedith Upshaw Assistant Superintendent of Teaching and Learning.

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

B. Discussion and Possible Action on Written Challenge to the Library Material: Heroes and Villains by David Cook

Motion #5007

Melissa Dungan, seconded by Nicole May, moved: That the Board make no changes in the placement and circulation of the book, presented by Dr. Ted Landry Deputy Superintendent.

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

PLANNING AND CONSTRUCTION

A - Discuss and Possibly Approve Selecting Job Order Contracting as the Procurement Method for the South District Warehouse Renovation Project, Nash Industries as the Vendor to Provide the Materials and Services for this Project, and Authorizing the Superintendent or Designee to Negotiate and Execute any Documents Necessary to Execute the Transaction

Motion #5008

Melissa Semmler, seconded by Aggie Gambino moved that the Board approve Selecting Job Order Contracting as the Procurement Method for the South District Warehouse Renovation Project, Nash Industries as the Vendor to Provide the Materials and Services for this Project, and Authorizing the Superintendent or Designee to Negotiate and Execute any Documents Necessary to Execute the Transaction as presented by Mr. Chris McCord Assistant Superintendent of Operations.

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

B. Discuss and Possibly Approve the Guaranteed Maximum Price Amendment for the David and Galatas Elementary School Additions and Renovations Project and Authorize the Superintendent or Designee to Complete Negotiations and Execute the Contract Documents

Motion #5009

Marianne Horton, seconded by Melissa Semmler, moved that the Board Approve the Guaranteed Maximum Price Amendment for the David and Galatas Elementary School Additions and Renovations Project and Authorize the Superintendent or Designee to Complete Negotiations and Execute the Contract Documents as presented by Mr. Chris McCord Assistant Superintendent of Operations.

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

C. Discuss and Possibly Approve the Guaranteed Maximum Price Amendment for the San Jacinto and Rice Elementary School Additions and Renovations Project, and Authorize the Superintendent or Designee to Complete Negotiations and Execute the Contract Documents

Motion #5010

Marianne Horton, seconded by Aggie Gambino, moved that the Board Approve the Guaranteed Maximum Price Amendment for the San Jacinto and Rice Elementary School Additions and Renovations Project, and Authorize the Superintendent or Designee to Complete Negotiations and Execute the Contract Documents as presented by Mr. Chris McCord Assistant Superintendent of Operations.

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

D. Discussion and Possible Action to Seek RFP's to Procure a Program Manager for Bid and Construction Projects

Motion #5011

Melissa Semmler, seconded by Aggie Gambino, moved that the Board approve RFP's to Procure a Program Manager for Bid and Construction Projects as proposed by Mr. Chris McCord Assistant Superintendent of Operations.

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

E. Discuss and Possibly Adopt Actions Concerning the Bid with Regard to The Woodlands 9th Grade and College Park High School Renovations Project

Motion #5012

Aggie Gambino, seconded by Melissa Semmler, moved that the Board Adopt Actions Concerning the Bid with Regard to The Woodlands 9th Grade and College Park High School Renovations Project recommending Marshall Constructors as presented by Mr. Chris McCord Assistant Superintendent of Operations.

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

F. Discuss and Possibly Adopt Actions Concerning the Bid with Regard to the Auxiliary Facility Renovations Project

Motion #5013

Melissa Semmler, seconded by Nicole May, moved that the Board Adopt Actions Concerning the Bid with Regard to the Auxiliary Facility Renovations Project as presented by Mr. Chris McCord Assistant Superintendent of Operations.

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

G. Discuss and Possibly Adopt Actions Concerning the Bid with Regard to the Caney Creek High School Renovation and District Safety and Security Upgrades Project

Motion #5014

Melissa Dungan, seconded by Melissa Semmler, moved that the Board Adopt Actions Concerning the Bid with Regard to the Caney Creek High School Renovation and District Safety and Security Upgrades Project recommending Ellisor Constructors as presented by Mr. Chris McCord Assistant Superintendent of Operations.

Carried by a vote of 6-1.

Nicole May: No
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

H. Discuss and Possibly Adopt Actions Concerning the Bid with Regard to the Anderson and Glen Loch Elementary School Additions and Renovations Project

Motion #5015

Melissa Dungan, seconded by Lindsay Dawson, moved that the Board Adopt Actions Concerning the Bid with Regard to the Anderson and Glen Loch Elementary School Additions and Renovations Project recommending Marshall Construction as presented by Mr. Chris McCord Assistant Superintendent of Operations.

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay

Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

ADJOURN

President Odenweller adjourned the meeting at 7:13 p.m.

Approved: June 16, 2026, by:

President, Board of Trustees

Secretary, Board of Trustees

**Conroe Independent School District
Board of Trustees Special Meeting
June 2, 2026**

OPENING

A Special Meeting of the Conroe Independent School District Board of Trustees was held on Tuesday, June 2, 2026, in the Board Room of the Deane L. Sadler Administration Building located at 3205 W. Davis, Conroe, TX 77304. Superintendent Dr. David Vinson and a quorum of the Board of Trustees attended the meeting: Misty Odenweller, Nicole May, Lindsay Dawson, Melissa Dungan, Melissa Semmler, Marianne Horton and Aggie Gambino. Board President Misty Odenweller called the meeting to order at 5:02 p.m. Trustee May led the invocation. Trustee Dungan led the pledges.

The Open Session ended at 5:05 p.m. and reconvened at 6:12 p.m.

ACTION ON CLOSED SESSION ITEMS

Item was moved to the end of the agenda to allow for Special Recognitions

SPECIAL RECOGNITIONS

The Board of Trustees recognized the following student athletes:

2026 UIL Class 6A Boys Track 1600-meter State Champion — College Park High School - Camden Gibson

2026 UIL Class 6A Girls Tennis Singles State Champion — The Woodlands High School - Ahona Chowdhury

CITIZEN PARTICIPATION

No public comment was provided

CONSENT AGENDA

Motion #4000

Misty Odenweller, seconded by Lindsay Dawson, moved: That the Board of Trustees accept all items in Consent Agenda as presented.

- Consider and Approve Submission of an Application to Participate in the Texas Education Agency's 2026-2027 RLA Blended Pilot Grant
- Receive Human Resources Report and Consider and Approve Employment of Professional Personnel

Carried unanimously by a vote of 7-0.

Nicole May: Yay
Lindsay Dawson: Yay
Melissa Semmler: Yay
Melissa Dungan: Yay
Marianne Horton: Yay
Aggie Gambino: Yay
Misty Odenweller: Yay

HUMAN RESOURCES

The Board of Trustees discussed in a Closed Session and approved the following principal listed in the Consent Agenda: Human Resources Department Employment of Professional Personnel Report.

- **Recognize Principal for Birnham Woods Elementary – Tonya Smith**
- **Recognize Principal for Gordon Reed Elementary – Amy Barber**
- **Recognize Principal for Giesinger Elementary – Angela Akin-Fonville**
- **Recognize Principal for San Jacinto Elementary – Lara Vasquez**
- **Recognize Principal for Oak Ridge High School 9th – Barbara Solberg**

CLOSED SESSION

The Board went into a second closed session at 6:44 p.m. to conduct Team of Eight Training and reconvened in open session at 8:38 p.m.

ACTION ON CLOSED SESSION ITEMS

No final action was taken

ADJOURN

President Odenweller adjourned the meeting at 8:28 p.m.

Approved: June 16, 2026, by:

President, Board of Trustees

Secretary, Board of Trustees

Consider and Approve Amendment to the Budget

Recommendation: That the Conroe Independent School District Board of Trustees approve an amendment to the 2025-2026 Official Budget, as reflected in the summary below and detailed in the following pages, as submitted by Karen Garza, Chief Financial Officer, and as recommended by Dr. David Vinson, Superintendent of Schools.

Explanation:

Revenues:

	<i>Current Budget</i>	<i>Amendment</i>	<i>Amended Budget</i>
<i>General Fund</i>	\$ 762,992,524.51	\$ -	\$ 762,992,524.51
Total Revenue Increase, General Funds	762,992,524.51	-	762,992,524.51
<i>All Other Funds</i>			
State Board of Education-Approved Instructional Materials Entitlement	2,624,920.00	294,817.00	2,919,737.00
State-Developed Open Education Resource Entitlement	1,312,460.00	133,223.00	1,445,683.00
Instructional Materials and Technology Allotment - JJAEP	-	15,000.00	15,000.00
Carl Perkins Vocational Educational Grant	662,447.00	170,635.00	833,082.00
RLA Blended Learning Grant	-	150,000.00	150,000.00
Total Revenue Increase, All Funds	\$ 767,592,351.51	\$ 763,675.00	\$ 768,356,026.51

Appropriations:

<i>General Fund</i>	\$ 767,841,925.80	\$ -	\$ 767,841,925.80
Total Appropriation Increase, General Funds	767,841,925.80	-	767,841,925.80
<i>All Other Funds</i>			
State Board of Education-Approved Instructional Materials Entitlement	2,624,920.00	294,817.00	2,919,737.00
State-Developed Open Education Resource Entitlement	1,312,460.00	133,223.00	1,445,683.00
Instructional Materials and Technology Allotment - JJAEP	-	15,000.00	15,000.00
Carl Perkins Vocational Educational Grant	662,447.00	170,635.00	833,082.00
RLA Blended Learning Grant	-	150,000.00	150,000.00
Total Appropriation Increase, All Funds	\$ 772,441,752.80	\$ 763,675.00	\$ 773,205,427.80

Increases requested for All Other Funds account for new or revised state, federal and local grant allocations and the debt service fund.

Policy Reference: Legal and Local Board Policy CE

Recommended by:

Dr. David Vinson
Superintendent of Schools

Submitted by:

Karen Garza
Chief Financial Officer

Budget Amendment Executive Summary

The budget amendment for the month of June includes both budget amendments and budget transfers.

Budget Amendment

The budget amendment for the month of June totals \$763,675.00 in revenues and \$763,675.00 in appropriations. The budget amendment is broken down into two categories, 1) General Fund (the district's operating fund), and 2) All Other Funds.

- 1) There is not a budget amendment in the General Fund for the month of June.
- 2) The budget amendment in All Other Funds of \$763,675.00 includes amounts for new or revised state, federal and local grant allocations. Revised funding may be due to federal reallocations, roll forward and maximum entitlements. The roll forward is the unspent portion of the previous year's federal allocation. The maximum entitlement is the final distribution of total unallocated funding by the federal government.

The budget amendment contains an increase in the Carl Perkins Vocational Grant in the amount of \$170,635.00. The amendment also includes the biennium allotment for the Instructional Materials and Technology Allotment for JJAEP totaling \$15,000. Fiscal year 2026 settle up amounts were received for State-Developed Open Education Resource Entitlement in the amount of \$133,223, and SBOE-Approved Instructional Materials Entitlement in the amount of \$294,817. Lastly, the amendment contains funding received for the 2026-2027 RLA Blended Learning Grant in the amount of \$150,000.

Budget Transfers

Budget transfers consist of funds transferred within the same fund but changing functions. These transfers are found within the General Fund and All Other Funds. The total amount of all transfers is \$252,780.46. Approximately 19% or \$47,212.98 of the transfers is found in the general fund. The remaining \$205,567.48 is located within the District's grant funds.

Policy Reference: Legal and Local Board Policy CE

CONROE INDEPENDENT SCHOOL DISTRICT
 PROPOSED EXPENDITURE BUDGET SUMMARY REPORT

MAJOR OBJECT DESCRIPTION	MAJOR OBJECT CODE	APPROVED BUDGET	PROPOSED AMENDMENTS	PROPOSED AMENDED BUDGET
NONE	00			
OTHER USES	8900	206,255,823.92	.00	206,255,823.92
		206,255,823.92	.00	206,255,823.92
INSTRUCTION	11			
TOTAL PAYROLL	6100	470,664,409.51	-81,883.19	470,582,526.32
CONTRACTED SERVICES	6200	3,644,968.89	.00	3,644,968.89
SUPPLIES AND MATERIALS	6300	38,333,724.96	692,887.45	39,026,612.41
OTHER OPERATING EXPEND	6400	2,064,618.73	-314.85	2,064,303.88
CAPITAL OUTLAY	6600	387,179.15	.00	387,179.15
		515,094,901.24	610,689.41	515,705,590.65
MEDIA SERVICES	12			
TOTAL PAYROLL	6100	6,997,178.44	.00	6,997,178.44
CONTRACTED SERVICES	6200	52,742.45	.00	52,742.45
SUPPLIES AND MATERIALS	6300	757,124.51	-1,155.28	755,969.23
OTHER OPERATING EXPEND	6400	32,593.86	.00	32,593.86
CAPITAL OUTLAY	6600	1,554.19	.00	1,554.19
		7,841,193.45	-1,155.28	7,840,038.17
CURR & INST STAFF DEV	13			
TOTAL PAYROLL	6100	23,054,217.99	.00	23,054,217.99
CONTRACTED SERVICES	6200	1,458,964.32	35,000.00	1,493,964.32
SUPPLIES AND MATERIALS	6300	1,418,611.99	49,788.36	1,468,400.35
OTHER OPERATING EXPEND	6400	285,318.42	27,435.00	312,753.42
CAPITAL OUTLAY	6600	.00	.00	.00
		26,217,112.72	112,223.36	26,329,336.08
INSTRUCTIONAL ADMIN	21			
TOTAL PAYROLL	6100	9,103,053.39	21,300.00	9,124,353.39

CONROE INDEPENDENT SCHOOL DISTRICT
 PROPOSED EXPENDITURE BUDGET SUMMARY REPORT

MAJOR OBJECT DESCRIPTION	MAJOR OBJECT CODE	APPROVED BUDGET	PROPOSED AMENDMENTS	PROPOSED AMENDED BUDGET
INSTRUCTIONAL ADMIN	21			
CONTRACTED SERVICES	6200	223,028.39	.00	223,028.39
SUPPLIES AND MATERIALS	6300	829,006.57	.00	829,006.57
OTHER OPERATING EXPEND	6400	368,748.20	594.83	369,343.03
CAPITAL OUTLAY	6600	.00	.00	.00
		10,523,836.55	21,894.83	10,545,731.38
SCHL ADMINISTRATION	23			
TOTAL PAYROLL	6100	46,494,407.00	.00	46,494,407.00
CONTRACTED SERVICES	6200	35,590.00	.00	35,590.00
SUPPLIES AND MATERIALS	6300	282,941.01	-2,340.00	280,601.01
OTHER OPERATING EXPEND	6400	152,731.43	-921.00	151,810.43
CAPITAL OUTLAY	6600	75.00	.00	75.00
		46,965,744.44	-3,261.00	46,962,483.44
GUIDANCE & COUNSELING	31			
TOTAL PAYROLL	6100	35,601,546.98	.00	35,601,546.98
CONTRACTED SERVICES	6200	715,224.93	.00	715,224.93
SUPPLIES AND MATERIALS	6300	1,408,005.42	-1,466.08	1,406,539.34
OTHER OPERATING EXPEND	6400	124,735.03	.00	124,735.03
CAPITAL OUTLAY	6600	.00	.00	.00
		37,849,512.36	-1,466.08	37,848,046.28
SOCIAL WORK	32			
TOTAL PAYROLL	6100	1,545,845.40	.00	1,545,845.40
CONTRACTED SERVICES	6200	459,096.00	.00	459,096.00
SUPPLIES AND MATERIALS	6300	58,910.14	.00	58,910.14
OTHER OPERATING EXPEND	6400	33,776.39	.00	33,776.39
		2,097,627.93	.00	2,097,627.93

CONROE INDEPENDENT SCHOOL DISTRICT
 PROPOSED EXPENDITURE BUDGET SUMMARY REPORT

MAJOR OBJECT DESCRIPTION	MAJOR OBJECT CODE	APPROVED BUDGET	PROPOSED AMENDMENTS	PROPOSED AMENDED BUDGET
HEALTH	33			
TOTAL PAYROLL	6100	9,594,778.64	.00	9,594,778.64
CONTRACTED SERVICES	6200	241,031.18	.00	241,031.18
SUPPLIES AND MATERIALS	6300	220,870.28	-107.93	220,762.35
OTHER OPERATING EXPEND	6400	22,865.32	.00	22,865.32
CAPITAL OUTLAY	6600	.00	.00	.00
		10,079,545.42	-107.93	10,079,437.49
STUDENT TRANS	34			
TOTAL PAYROLL	6100	28,515,388.00	.00	28,515,388.00
CONTRACTED SERVICES	6200	1,120,797.49	.00	1,120,797.49
SUPPLIES AND MATERIALS	6300	4,735,162.24	.00	4,735,162.24
OTHER OPERATING EXPEND	6400	1,288,955.35	25,000.00	1,313,955.35
CAPITAL OUTLAY	6600	4,749,077.70	.00	4,749,077.70
		40,409,380.78	25,000.00	40,434,380.78
CHILD NUTRITION	35			
TOTAL PAYROLL	6100	10,430,000.00	.00	10,430,000.00
CONTRACTED SERVICES	6200	1,237,514.64	.00	1,237,514.64
SUPPLIES AND MATERIALS	6300	24,733,275.81	.00	24,733,275.81
OTHER OPERATING EXPEND	6400	41,364.42	.00	41,364.42
CAPITAL OUTLAY	6600	1,139,921.43	.00	1,139,921.43
		37,582,076.30	.00	37,582,076.30
COCURR ACTIVITIES	36			
TOTAL PAYROLL	6100	8,629,284.21	.00	8,629,284.21
CONTRACTED SERVICES	6200	1,208,585.24	.00	1,208,585.24
SUPPLIES AND MATERIALS	6300	1,865,972.45	.00	1,865,972.45
OTHER OPERATING EXPEND	6400	4,241,155.27	-17,342.31	4,223,812.96

CONROE INDEPENDENT SCHOOL DISTRICT
 PROPOSED EXPENDITURE BUDGET SUMMARY REPORT

MAJOR OBJECT DESCRIPTION	MAJOR OBJECT CODE	APPROVED BUDGET	PROPOSED AMENDMENTS	PROPOSED AMENDED BUDGET
COCURR ACTIVITIES	36			
CAPITAL OUTLAY	6600	14,777.38	.00	14,777.38
		15,959,774.55	-17,342.31	15,942,432.24
GENERAL ADMIN	41			
TOTAL PAYROLL	6100	9,240,406.40	15,200.00	9,255,606.40
CONTRACTED SERVICES	6200	2,410,244.37	.00	2,410,244.37
SUPPLIES AND MATERIALS	6300	577,101.05	2,000.00	579,101.05
OTHER OPERATING EXPEND	6400	1,192,837.86	.00	1,192,837.86
DEBT SERVICE	6500	.00	.00	.00
CAPITAL OUTLAY	6600	50,915.00	.00	50,915.00
		13,471,504.68	17,200.00	13,488,704.68
MAINTENANCE & OPERATIONS	51			
TOTAL PAYROLL	6100	41,028,347.23	.00	41,028,347.23
CONTRACTED SERVICES	6200	35,772,316.89	.00	35,772,316.89
SUPPLIES AND MATERIALS	6300	7,661,310.09	114,214.12	7,775,524.21
OTHER OPERATING EXPEND	6400	5,111,770.44	.00	5,111,770.44
CAPITAL OUTLAY	6600	5,162,606.66	.00	5,162,606.66
		94,736,351.31	114,214.12	94,850,565.43
SECURITY	52			
TOTAL PAYROLL	6100	11,026,986.00	.00	11,026,986.00
CONTRACTED SERVICES	6200	344,634.15	.00	344,634.15
SUPPLIES AND MATERIALS	6300	849,185.45	-114,214.12	734,971.33
OTHER OPERATING EXPEND	6400	54,714.63	.00	54,714.63
CAPITAL OUTLAY	6600	178,113.50	.00	178,113.50
		12,453,633.73	-114,214.12	12,339,419.61
TECHNOLOGY	53			
TOTAL PAYROLL	6100	5,631,067.00	.00	5,631,067.00

CONROE INDEPENDENT SCHOOL DISTRICT
 PROPOSED EXPENDITURE BUDGET SUMMARY REPORT

MAJOR OBJECT DESCRIPTION	MAJOR OBJECT CODE	APPROVED BUDGET	PROPOSED AMENDMENTS	PROPOSED AMENDED BUDGET
TECHNOLOGY	53			
CONTRACTED SERVICES	6200	3,815,960.33	.00	3,815,960.33
SUPPLIES AND MATERIALS	6300	1,913,997.95	.00	1,913,997.95
OTHER OPERATING EXPEND	6400	57,100.00	.00	57,100.00
DEBT SERVICE	6500	.00	.00	.00
CAPITAL OUTLAY	6600	358,375.68	.00	358,375.68
		11,776,500.96	.00	11,776,500.96
COMMUNITY SERVICES	61			
TOTAL PAYROLL	6100	643,444.21	.00	643,444.21
CONTRACTED SERVICES	6200	12,000.00	.00	12,000.00
SUPPLIES AND MATERIALS	6300	164,337.79	.00	164,337.79
OTHER OPERATING EXPEND	6400	27,363.29	.00	27,363.29
		847,145.29	.00	847,145.29
DEBT SERVICES	71			
DEBT SERVICE	6500	180,429,481.97	.00	180,429,481.97
		180,429,481.97	.00	180,429,481.97
FACILITIES ACQ	81			
CONTRACTED SERVICES	6200	9,131,064.10	.00	9,131,064.10
SUPPLIES AND MATERIALS	6300	69,704,130.89	.00	69,704,130.89
OTHER OPERATING EXPEND	6400	.00	.00	.00
CAPITAL OUTLAY	6600	955,355,791.68	.00	955,355,791.68
		1,034,190,986.67	.00	1,034,190,986.67
OTHER INTERGOVERNMENTAL	99			
CONTRACTED SERVICES	6200	5,617,658.00	.00	5,617,658.00
		5,617,658.00	.00	5,617,658.00
DO NOT USE	ZZ			
CAPITAL OUTLAY	6600	.00	.00	.00
		.00	.00	.00

PENTAMATION ENTERPRISES INC.
DATE: 06/08/2026
TIME: 11:52:17

CONROE INDEPENDENT SCHOOL DISTRICT
PROPOSED EXPENDITURE BUDGET SUMMARY REPORT

PAGE NUMBER: 6
MODULE NUM: DBUDRPT1

MAJOR OBJECT DESCRIPTION	MAJOR OBJECT CODE	APPROVED BUDGET	PROPOSED AMENDMENTS	PROPOSED AMENDED BUDGET
TOTAL EXPENSES		2,310,399,792.27	763,675.00	2,311,163,467.27

SELECTION CRITERIA: ALL

MAJOR OBJECT	BUDGET CODE TITLE	AMENDMENT AMOUNT	DESCRIPTION	CONTROL NUMBER	TRANSFER NUMBER	ST
FUNCTION 11						
6100	4297117887411000-6112 INSTR - LANG ARTS SUBSTITUTES FOR TEACHERS MAJOR OBJECT TOTAL	20,000.00 20,000.00	AMEND - RLA BLENDED LEARN	A5		H
6300	24461100874220CT-6399 INSTR - GEN GENERAL SUPPLIES 41061100999110ER-6321 INSTR - GEN TEXTBOOKS 41061100999110SB-6321 INSTR - GEN TEXTBOOKS 410611JJ01011000-6399 INSTR - JJEAP GENERAL SUPPLIES 4297117887411000-6399 INSTR - LANG ARTS GENERAL SUPPLIES MAJOR OBJECT TOTAL	170,635.00 133,223.00 294,817.00 15,000.00 55,000.00 668,675.00	AMEND - CARL PERKINS AMEND - SBOE INSTR MAT EN AMEND - SBOE INSTR MAT EN AMEND - INSTR MAT TECH AL AMEND - RLA BLENDED LEARN	A1 A4 A3 A2 A5		H H H H H
	FUNCTION TOTAL	688,675.00				
FUNCTION 13						
6200	4297137887411000-6299 INSTR STF DEV - LANG ARTS MISC CONTRACTED SERVICES MAJOR OBJECT TOTAL	35,000.00 35,000.00	AMEND - RLA BLENDED LEARN	A5		H
6300	4297137887411000-6317 INSTR STF DEV - LANG ARTS COMPUTER/AV SUPPLIES 4297137887411000-6399 INSTR STF DEV - LANG ARTS GENERAL SUPPLIES MAJOR OBJECT TOTAL	25,000.00 13,500.00 38,500.00	AMEND - RLA BLENDED LEARN AMEND - RLA BLENDED LEARN	A5 A5		H H
	FUNCTION TOTAL	73,500.00				
FUNCTION 21						
6400	4297217887499000-6411 INSTR ADMIN - LANG ARTS TRAVEL - EMPLOYEE ONLY MAJOR OBJECT TOTAL	1,500.00 1,500.00	AMEND - RLA BLENDED LEARN	A5		H
	FUNCTION TOTAL	1,500.00				
	GRAND TOTAL	763,675.00				

SELECTION CRITERIA: ALL

MAJOR OBJECT	BUDGET CODE TITLE	AMENDMENT AMOUNT	DESCRIPTION	CONTROL NUMBER	TRANSFER NUMBER	ST
FUNCTION 11						
6100	19961189874220PI-6118	-18,000.00	TSF - CTE SUMMER TRAVEL	JUN 26	T 10-7	H
	INSTR - VOCATIONAL COORD EXTRA-DUTY PAY					
	2116110069924000-6118	-25,000.00	TSF - HOMELESS STD TRANS	JUN 26	T 10-4	H
	INSTR - GEN EXTRA-DUTY PAY					
	2556110087424000-6112	-14,000.00	TSF - PLC AT WORK INST	JUN 26	T 10-12	H
	INSTR - GEN SUBSTITUTES FOR TEACHERS					
	2556110087424000-6112	-36,500.00	TSF - PAYROLL SALARIES	JUN 26	T 10-3	H
	INSTR - GEN SUBSTITUTES FOR TEACHERS					
	2556115487424000-6112	-3,200.00	TSF - GENERAL SUPPLIES	JUN 26	T 10-18	H
	INSTR - PRE-K SUBSTITUTES FOR TEACHERS					
	2556116987424000-6112	-4,583.00	TSF - PRINTING COSTS	JUN 26	T 10-10	H
	INSTR - MATH SUBSTITUTES FOR TEACHERS					
	25561169874240EL-6112	-600.19	TSF - GENERAL SUPPLIES	JUN 26	T 10-17	H
	INSTR - MATH SUBSTITUTES FOR TEACHERS					
	MAJOR OBJECT TOTAL	-101,883.19				
6300	1996110000311000-6399	20,000.00	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-5	H
	INSTR - GEN GENERAL SUPPLIES					
	1996110001611000-6399	106.17	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-1	H
	INSTR-GEN GENERAL SUPPLIES					
	1996110004911000-6399	-421.85	TSF - DRILL TEAM TRAVEL	JUN 26	T 10-9	H
	INSTR - GEN GENERAL SUPPLIES					
	1996110011611000-6399	2,210.51	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-14	H
	INSTR - GEN GENERAL SUPPLIES					
	1996110012511000-6399	1,138.50	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-11	H
	INSTR - GEN GENERAL SUPPLIES					
	1996110012711000-6399	1,300.11	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-15	H
	INSTR - GEN GENERAL SUPPLIES					
	1996111200111000-6399	-1,920.99	TSF - UIL ORCHESTRA FEES	JUN 26	T 10-19	H
	INSTR - ORCHESTRA GENERAL SUPPLIES					
	199611US07011000-6399	1,800.00	TSF - PRINTING/MAIL OUTS	JUN 26	T 10-13	H
	INSTR - MAIL OUTS GENERAL SUPPLIES					
	MAJOR OBJECT TOTAL	24,212.45				
6400	1996111200111000-6499	-314.85	TSF - UIL ORCHESTRA FEES	JUN 26	T 10-19	H
	INSTR - ORCHESTRA OTHER OPERATING EXPENSES					
	MAJOR OBJECT TOTAL	-314.85				
	FUNCTION TOTAL	-77,985.59				
FUNCTION 12						
6300	1996122801611000-6325	-106.17	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-1	H
	MEDIA SRVCS-LIBRARY BOOKS					
	1996122811611000-6325	-429.47	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-14	H
	MEDIA SRVCS - LIBRARY BOOKS					
	1996122812511000-6325	-520.44	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-11	H
	MEDIA SRVCS - LIBRARY BOOKS					

SELECTION CRITERIA: ALL

MAJOR OBJECT	BUDGET CODE TITLE	AMENDMENT AMOUNT	DESCRIPTION	CONTROL NUMBER	TRANSFER NUMBER	ST
FUNCTION 12						
6300	1996122812711000-6325 MEDIA SRVCS - LIBRARY BOOKS	-99.20	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-15	H
	MAJOR OBJECT TOTAL	-1,155.28				
	FUNCTION TOTAL	-1,155.28				
FUNCTION 13						
6300	2556130087424000-6399 INSTR STF DEV - GEN GENERAL SUPPLIES	-2,000.00	TSF - REGISTRATION FEES	JUN 26	T 10-20	H
	2556135487424000-6399 INSTR STF DEV - PRE-K GENERAL SUPPLIES	17.40	TSF - GENERAL SUPPLIES	JUN 26	T 10-18	H
	2556135487424000-6399 INSTR STF DEV - PRE-K GENERAL SUPPLIES	207.75	TSF - GENERAL SUPPLIES	JUN 26	T 10-18	H
	2556135487424000-6399 INSTR STF DEV - PRE-K GENERAL SUPPLIES	3,200.00	TSF - GENERAL SUPPLIES	JUN 26	T 10-18	H
	2556136687424000-6399 INSTR STF DEV - PRE-K GENERAL SUPPLIES	3,400.00	TSF - GENERAL SUPPLIES	JUN 26	T 10-6	H
	2556136987424000-6395 INSTR STF DEV - SOC STUDI GENERAL SUPPLIES	4,583.00	TSF - PRINTING COSTS	JUN 26	T 10-10	H
	25561369874240EL-6399 INSTR STF DEV - MATH PRINTING	280.02	TSF - GENERAL SUPPLIES	JUN 26	T 10-17	H
	25561369874240EL-6399 INSTR STF DEV - MATH GENERAL SUPPLIES	600.19	TSF - GENERAL SUPPLIES	JUN 26	T 10-17	H
	25561378874240EL-6399 INSTR STF DEV - MATH GENERAL SUPPLIES	1,000.00	TSF - SUMMER TRAINING	JUN 26	T 10-16	H
	25561378874240EL-6399 INSTR STF DEV - LANG ARTS GENERAL SUPPLIES	11,288.36				
	MAJOR OBJECT TOTAL	11,288.36				
6400	19961389874220PI-6411 INSTR STF DEV - VOC COORD TRAVEL - EMPLOYEE ONLY	18,000.00	TSF - CTE SUMMER TRAVEL	JUN 26	T 10-7	H
	2116130010830000-6411 INSTR STF DEV - VOC COORD TRAVEL - EMPLOYEE ONLY	-565.00	TSF - PLC CONFERENCE	JUN 26	T 10-8	H
	2556130087424000-6411 INSTR STF DEV - GEN TRAVEL - EMPLOYEE ONLY	10,000.00	TSF - PLC AT WORK INST	JUN 26	T 10-12	H
	2556130087424000-6411 INSTR STF DEV - GEN TRAVEL - EMPLOYEE ONLY	27,435.00				
	MAJOR OBJECT TOTAL	27,435.00				
	FUNCTION TOTAL	38,723.36				
FUNCTION 21						
6100	2556210088524000-6119 INSTR ADMIN - GEN TEACHERS & OTHER PROF.	21,300.00	TSF - PAYROLL SALARIES	JUN 26	T 10-3	H
	MAJOR OBJECT TOTAL	21,300.00				
6400	2556210087424000-6411 INSTR ADMIN - GEN TRAVEL - EMPLOYEE ONLY	4,000.00	TSF - PLC AT WORK INST	JUN 26	T 10-12	H
	2556215487424000-6411 INSTR ADMIN - PRE-K TRAVEL - EMPLOYEE ONLY	-207.75	TSF - GENERAL SUPPLIES	JUN 26	T 10-18	H

SELECTION CRITERIA: ALL

MAJOR OBJECT	BUDGET CODE TITLE	AMENDMENT AMOUNT	DESCRIPTION	CONTROL NUMBER	TRANSFER NUMBER	ST
FUNCTION 21						
6400	2556215487424000-6495 INSTR ADMIN - PRE-K DUES	-17.40	TSF - GENERAL SUPPLIES	JUN 26	T 10-18	H
	2556216687424000-6411 INSTR ADMIN - SOC STUDIES TRAVEL - EMPLOYEE ONLY	-3,100.00	TSF - GENERAL SUPPLIES	JUN 26	T 10-6	H
	2556216687424000-6495 INSTR ADMIN - SOC STUDIES DUES	-300.00	TSF - GENERAL SUPPLIES	JUN 26	T 10-6	H
	25562169874240EL-6411 INSTR ADMIN - MATH TRAVEL - EMPLOYEE ONLY	-280.02	TSF - GENERAL SUPPLIES	JUN 26	T 10-17	H
	25562178874240EL-6411 INSTR ADMIN - LANG ARTS TRAVEL - EMPLOYEE ONLY	-1,000.00	TSF - SUMMER TRAINING	JUN 26	T 10-16	H
	MAJOR OBJECT TOTAL	-905.17				
	FUNCTION TOTAL	20,394.83				
FUNCTION 23						
6300	1996230007099000-6399 SCHL ADMIN - GEN GENERAL SUPPLIES	-1,800.00	TSF - PRINTING/MAIL OUTS	JUN 26	T 10-13	H
	1996230011699000-6399 SCHL ADMIN - GEN GENERAL SUPPLIES	-290.00	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-14	H
	1996230012599000-6396 SCHL ADMIN - GEN UNIFORMS	-250.00	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-11	H
	MAJOR OBJECT TOTAL	-2,340.00				
6400	1996230011699000-6411 SCHL ADMIN - GEN TRAVEL - EMPLOYEE ONLY	-1,300.00	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-14	H
	1996230012599000-6495 SCHL ADMIN - GEN DUES	-186.00	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-11	H
	2116230010830000-6411 SCHL ADMIN - GEN TRAVEL - EMPLOYEE ONLY	565.00	TSF - PLC CONFERENCE	JUN 26	T 10-8	H
	MAJOR OBJECT TOTAL	-921.00				
	FUNCTION TOTAL	-3,261.00				
FUNCTION 31						
6300	1996310011699000-6399 GUID/COUNSEL - GEN GENERAL SUPPLIES	-117.26	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-14	H
	1996310012599000-6325 GUID/COUNSEL - GEN BOOKS	-100.00	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-11	H
	1996310012599000-6399 GUID/COUNSEL - GEN GENERAL SUPPLIES	-37.14	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-11	H
	1996310012799000-6399 GUID/COUNSEL - GEN GENERAL SUPPLIES	-1,000.00	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-15	H
	1996312211623000-6399 GUID/COUNSEL - SPEC ED GENERAL SUPPLIES	-11.68	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-14	H
	1996312212723000-6399 GUID/COUNSEL - SPEC ED GENERAL SUPPLIES	-200.00	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-15	H
	MAJOR OBJECT TOTAL	-1,466.08				
	FUNCTION TOTAL	-1,466.08				

SELECTION CRITERIA: ALL

MAJOR OBJECT	BUDGET CODE TITLE	AMENDMENT AMOUNT	DESCRIPTION	CONTROL NUMBER	TRANSFER NUMBER	ST
FUNCTION 33						
6300	1996330011699000-6399 HEALTH - GEN GENERAL SUPPLIES	-62.10	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-14	H
	1996330012599000-6399 HEALTH - GEN GENERAL SUPPLIES	-44.92	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-11	H
	1996330012799000-6399 HEALTH - GEN GENERAL SUPPLIES	- .91	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-15	H
	MAJOR OBJECT TOTAL	-107.93				
	FUNCTION TOTAL	-107.93				
FUNCTION 34						
6400	2116340087424000-6412 TRANSP - GEN TRAVEL STUDENT ONLY	25,000.00	TSF - HOMELESS STD TRANS	JUN 26	T 10-4	H
	MAJOR OBJECT TOTAL	25,000.00				
	FUNCTION TOTAL	25,000.00				
FUNCTION 36						
6400	1996360000399000-6412 COCURR - GEN TRAVEL STUDENT ONLY	-20,000.00	TSF - INSTRUCTIONAL SUPP	JUN 26	T 10-5	H
	1996360004999000-6412 COCURR - GEN TRAVEL STUDENT ONLY	421.85	TSF - DRILL TEAM TRAVEL	JUN 26	T 10-9	H
	1996361200199000-6497 COCURR - ORCHESTRA FEES AND DUES	2,235.84	TSF - UIL ORCHESTRA FEES	JUN 26	T 10-19	H
	MAJOR OBJECT TOTAL	-17,342.31				
	FUNCTION TOTAL	-17,342.31				
FUNCTION 41						
6100	2556410072624000-6119 GEN ADMIN - GEN TEACHERS & OTHER PROF.	15,200.00	TSF - PAYROLL SALARIES	JUN 26	T 10-3	H
	MAJOR OBJECT TOTAL	15,200.00				
6300	2556410072624000-6399 GEN ADMIN - GEN GENERAL SUPPLIES	2,000.00	TSF - REGISTRATION FEES	JUN 26	T 10-20	H
	MAJOR OBJECT TOTAL	2,000.00				
	FUNCTION TOTAL	17,200.00				
FUNCTION 51						
6300	429451SS935990C2-6399 MAINT/OPER - SAFETY/SEC GENERAL SUPPLIES	114,214.12	TSF - ADD'T EGRESS WORK	JUN 26	T 10-2	H
	MAJOR OBJECT TOTAL	114,214.12				
	FUNCTION TOTAL	114,214.12				

PENTAMATION ENTERPRISES INC.
 DATE: 06/08/2026
 TIME: 11:51:38

CONROE INDEPENDENT SCHOOL DISTRICT
 PROPOSED BUDGET TRANSFERS DETAIL LISTING

PAGE NUMBER: 5
 MODULE NUM: DBUDRPT1

SELECTION CRITERIA: ALL

MAJOR OBJECT	BUDGET CODE TITLE	AMENDMENT AMOUNT	DESCRIPTION	CONTROL NUMBER	TRANSFER NUMBER	ST
FUNCTION 52						
6300	429452SS709990C2-6399 SECURITY - SAFETY/SECURIT GENERAL SUPPLIES	-114,214.12	TSF - ADD'T EGRESS WORK	JUN 26	T 10-2	H
	MAJOR OBJECT TOTAL	-114,214.12				
	FUNCTION TOTAL	-114,214.12				
	GRAND TOTAL	.00				

Receive Human Resources Department Report and Consider Employment of Professional Personnel

Recommendation:

That the Conroe Independent School District Board of Trustees approves the Human Resources report as submitted by Paula Green, Executive Director of Human Resources, and as recommended by Dr. David Vinson, Superintendent of Schools:

Explanation:

As follows, you will find personnel resignations, retirements, and employment of professional personnel:

Personnel Resignations (*Information Only*)

Bradley Elementary School

Abbigaile Oppenheimer, Speech Language Pathologist

Caney Creek High School

Jarred Morris, Social Studies

Conroe High School

Valeri Emmons, English

Cryar Intermediate School

Lisa Buell, Math

Curriculum and Instruction Department

Laura Willard, Coordinator of College & Career Readiness

Deretchin Elementary School

Celia Amaral, Bilingual Pre-Kindergarten

Gordon-Reed Elementary School

Lindsey Stauffer, Third Grade

Kaitlyn Taras, Band

Grand Oaks High School

Mac Alexander, Math

Amadi Williams, Athletic Trainer

Hines Elementary School

Sara Benson, Fourth Grade

Hope Elementary School

Loren Schneider, Fourth Grade

Irons Junior High School

Stephen Green, Math

Knox Junior High School

Stephen Schoeneberg, Social Studies

Oak Ridge High School

Sasie Demichele, Counselor

Briana Taylor, Social Studies

Powell Elementary School

Amanda Jones, First Grade

Reaves Elementary School

Araceli Zubieta-Huerta, Bilingual Fourth Grade

The Woodlands College Park High School

Michael Faherty, Math

Tough Elementary School

Lindsay Schmitt, Second Grade

Vogel Intermediate School

Alyson Clarabut, Band

York Junior High School

Tawaskie Anderson, Math

Personnel Retirements (*Information Only*)

DAEP/JJAEP

Heather Long, Student Success Manager

The Woodlands High School

Marie Willingham, Librarian/Media Specialist

Employment of Professional Personnel

Anderson Elementary School

Whitney Dinius, Assistant Principal

Angel Gomez, Bilingual Campus Literacy Instructional Lead

Justine White, Special Education

Armstrong Elementary School

Raquel Sanchez, Bilingual Pre-Kindergarten

Arnold Elementary School

Tennille Rice, Special Education
Sheila Siddall, Special Education-Life Skills

Austin Elementary School

Elsa Gutierrez Izaguirre, Bilingual First Grade
Jenny Mirabal Sosa, Bilingual Kindergarten
Cristina Romero, Family Engagement Liaison
Isaac Tristan, Bilingual Fourth Grade

Bartlett Elementary School

Stuart Bott, Physical Education
Tianna Ham Dungan, Third Grade
Aimee Humble, Music
Shana Reynolds, Fourth Grade
Brooklynn Winkworth, First Grade

Birnam Woods Elementary School

Brittany Levine-Forrest, Fourth Grade

Bozman Intermediate School

Marlee McClendon, Language Arts

Broadway Elementary School

Valentina Savio, Kindergarten

Buckalew Elementary School

Morgan Landry, Fourth Grade

Caney Creek High School

Brittney Hudson, Theater Arts

Child Nutrition Department

Robert Green, Assistant Director of Child Nutrition

Clark Intermediate School

Ravyn Smith, Language Arts

Conroe High School

David Burgos, ESL
Alyssa Fielder, Special Education
James Glaspie, Associate Principal-Operations
Jennifer Quirino, Counselor

Cox Intermediate School

Stephanie Cramer, Math/Science

Melissa Miramontes, Language Arts
Daniel Morfenski, Special Education-Life Skills

Cryar Intermediate School

Lauren Bishop, Science/Social Studies
Kassidy Smith, Math

Curriculum and Instruction Department

Kasandra Elvir, Coordinator of Middle School Language Arts
Katie Hou, Coordinator of High School Language Arts
Maureen Marin-Vargas, Bilingual/ESL Specialist
Leonel Rios, Coordinator of Middle School Math

Deretchin Elementary School

Maribel De La Cruz, Bilingual Pre-Kindergarten
Cassidy Larsen, Second Grade
Leslie Snyder, Special Education
Erik Steger, Special Education

Eissler Elementary School

Abigail Brent, Third Grade
Alyssa Cobena, Fourth Grade

Fowler Intermediate School

Brittany Blancas, Special Education
Lisa Ezell, Special Education
Travis Michna, Assistant Principal
Cynthia Shea, Language Arts/Social Studies

Giesinger Elementary School

Rachel Hardy, Third Grade

Glen Loch Elementary School

Courtney Collatos, Assistant Principal
Amanda Jenkins, Third Grade

Grand Oaks High School

Debra Barnard, Health Science
Oscar Munoz, Science Composite
Jake Perry, Agricultural Science
Heather Schmitt, English
Tyseanna Walton, Math

Grangerland Intermediate School

Guadalupe Camacho, Math

Guidance and Counseling Department

Tania Merik, Coordinator of Middle School Counseling

Hope Elementary School

Noey Chandra, Third Grade

Samantha Espinosa, Third Grade

Irons Junior High School

Christopher Swiney, Special Education

Kaufman Elementary School

Delaney Brister, First Grade

Erin Canciamille, Special Education

Celeste Labod, Special Education

Knox Junior High School

Amanda Isgate-Bussey, Language Arts

Lamar Elementary School

Angela Bautista, Bilingual Kindergarten

Wendy Hoot, Fourth Grade

Catherine Powell, Third Grade

Debra Ramirez, Bilingual Dual Language Two-Way Kindergarten

McCullough Junior High School

Nikki Coffel, Art

Joy Dawson, Counselor

Natalie Ghatalia, Math

Saskia Penzhorn, Math

Milam Elementary School

Megan Downs, Fourth Grade

Mitchell Intermediate School

Jessica Allen, Band

Jessica Eddy, Orchestra

Kristin Sanford, Nurse

Moorhead Junior High School

Arnaldo Eligio, Math

Alejandro Mora, Spanish

Raimy Robles, Social Studies

Shiva Saint Fort, Assistant Principal

Multi-Tiered System of Supports Department

Jason Rucker, Coordinator of Behavioral Support

Oak Ridge Elementary School

Tamara Fleming, Librarian/Media Specialist
Rehn Keeton, Assistant Principal

Oak Ridge High School

Allison Gray, Family Consumer Science

Oak Ridge High School – Ninth Grade Campus

Laura Azode, English

Patterson Elementary School

Lizzbeth Villagran, Dual Language Second Grade

Police Department

Bradley Vollmer, Lieutenant

Reaves Elementary School

Abigail Hicks, First Grade

Rice Elementary School

Olga Busch, Bilingual Kindergarten

Ride Elementary School

Bree Jones, Assistant Principal

Runyan Elementary School

Justin Stabach, Music

School Improvement and Assessment Department

Amanda Bowman, Learning and Data Facilitator
Megan Gaines, Learning and Data Facilitator
Wesley Hammer, Learning and Data Facilitator
Kory Jones, Learning and Data Facilitator

Snyder Elementary School

Irma Rubio, Special Education

Special Education Department

Jessica Baird, District Dyslexia Interventionist
Courtney Challis, District Dyslexia Interventionist
Kimberly Dooley, District Dyslexia Interventionist
Dana Hagan, District Dyslexia Interventionist
Caroline Hanson, Speech Language Pathologist
Crystal Harris-Diaz, Transition Specialist
Maria Hernandez, Bilingual District Dyslexia Interventionist

Allison Johnson, District Dyslexia Interventionist
Kristi Martin, District Dyslexia Interventionist
Susan Miller, District Dyslexia Interventionist
Judy Page, District Dyslexia Interventionist
Esmeralda Perez, Bilingual Educational Diagnostician
Sean Perry, School Psychologist
Catina Pipola, District Dyslexia Interventionist
Omar Soto Lara, Bilingual Educational Diagnostician
Daniella Suttle, Educational Diagnostician
Jennifer Swanson, School Psychologist
Miranda Thomas, School Psychologist
Charlya Ward, District Dyslexia Interventionist
Maranda Wilson Pogue, Speech Language Pathologist Assistant

Stewart Elementary School

Crystal Argueta, Third Grade

Technology Services Department

Shannon Teeter, Student Services Analyst

The Woodlands College Park High School

Marquis Bowling, Leadworthy the Course
Kaylee Pope, Special Education-Life Skills

The Woodlands High School

Emory Bartolazzi, Assistant Principal
Anndrea Gillespie-Foster, Special Education

Travis Intermediate School

Cynthia Crone, Language Arts

Veterans Memorial Intermediate School

Jacob Kinslow, Math
Nikita Tomkow, Bilingual Sixth Grade
Amy White, Science/Social Studies

Wilkerson Intermediate School

Dhanalakshmi Iyamangalam Gopi, Math
Kasey Smith, Science/Social Studies

York Junior High School

Melissa Acevedo, Social Studies
Richard Garcia, Math
Emma Little, Math
Alexandra Militiev, Special Education
Maycie Ruehlen, Language Arts

Board Acceptance is requested:

Recommended by:

Dr. David Vinson
Superintendent of Schools

Submitted by:

Paula Green
Executive Director of Human Resources

Receive Monthly Financial Statement and Investment Reports

Recommendation:

That the Conroe Independent School District Board of Trustees receive the Monthly Financial Statements and Investment Reports as presented by Karen Garza, Chief Financial Officer, and as recommended by Dr. David Vinson, Superintendent of Schools.

Explanation:

To promote transparency and accountability, the administration submits monthly financial statements and investment reports to the Board of Trustees. The major funds presented in the financial statements include the General Fund, Debt Service Fund & Child Nutrition Fund.

Policy Reference: Legal and Local Board Policy CFA

Recommended by:

Dr. David Vinson
Superintendent of Schools

Submitted by:

Karen Garza
Chief Financial Officer

**CONROE INDEPENDENT SCHOOL DISTRICT
BALANCE SHEET
GENERAL FUND, DEBT SERVICE, CHILD NUTRITION, AND SELF FUNDED
FOR THE MONTH ENDED May 31, 2026**

	General Fund	Debt Service Fund	Child Nutrition Fund	Self Funded Insurance
ASSETS				
Cash and Investments	\$ 288,626,117	\$ 85,411,379	\$ 12,686,795	\$ 784,501
Property Taxes	24,982,315	9,825,571	-	-
Allowance for Uncollectible Taxes	(2,009,597)	(434,635)	-	-
Due From Other Governments	-	7,310	2,011,950	-
Accrued Interest	-	-	-	-
Due From Other Funds	2,019,141	-	-	-
Sundry Receivables	1,191,252	-	376	-
Inventories, at Cost	11,642,847	-	1,119,745	-
Total Assets	\$ 326,452,075	\$ 94,809,625	\$ 15,818,866	\$ 784,501
LIABILITIES				
Accounts Payable	\$ 588,740	\$ -	\$ 50,430	\$ 3,491,726
Payroll Deductions and Withholdings Payable	4,253,448	-	-	-
Due to Other Funds	-	-	-	2,019,141
Due to Other Governments	-	-	-	-
Deferred Revenue	22,000,259	8,774,314	904,588	-
Total Liabilities	26,842,447	8,774,314	955,018	5,510,867
FUND BALANCES				
Nonspendable:				
Inventory	11,642,847	-	1,119,745	-
Restricted for:				
Food Service Operations	-	-	13,744,103	-
Debt Service	-	86,035,311	-	-
Committed:	-	-	-	(4,726,366)
Assigned:	7,791,962	-	-	-
Unassigned:	280,174,819	-	-	-
Total Fund Balances	299,609,628	86,035,311	14,863,848	(4,726,366)
Total Liabilities and Fund Balances	\$ 326,452,075	\$ 94,809,625	\$ 15,818,866	\$ 784,501

**CONROE INDEPENDENT SCHOOL DISTRICT
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
GENERAL FUND, DEBT SERVICE, CHILD NUTRITION, AND SELF FUNDED
FOR THE MONTH ENDED May 31, 2026**

	General Fund	Debt Service Fund	Child Nutrition Fund
REVENUES			
Local and Intermediate Sources	\$ 376,768,782	\$ 153,711,621	\$ 8,324,772
State Program Revenues	231,618,571	25,492,310	392,791
Federal Program Revenues	4,902,369		20,611,056
Total Revenues	613,289,722	179,203,931	29,328,619
EXPENDITURES			
Current:			
Instruction	285,290,594	-	-
Instructional Resources & Media Service	4,683,134	-	-
Curriculum & Instructional Staff Development	11,342,112	-	-
Instructional Administration	5,424,320	-	-
School Administration	29,388,963	-	-
Guidance and Counseling	18,188,462	-	-
Social Work Services	905,063	-	-
Health Services	5,916,403	-	-
Student (Pupil) Transportation	25,299,459	-	-
Food Services	-	-	25,199,831
Cocurricular/Extracurricular Activities	11,565,038	-	-
General Administration	8,083,797	-	-
Plant Maintenance and Operations	51,968,779	-	246,684
Security and Monitoring Services	7,926,299	-	-
Data Processing Services	7,438,400	-	-
Community Services	48,650	-	-
Debt Service	-	129,848,271	-
Facilities Acquisition and Construction	-	-	-
Other Intergovernmental Charges	4,254,514	-	-
Total Expenditures	477,723,987	129,848,271	25,446,515
Excess of Revenues Over (Under) Expenditures	135,565,735	49,355,660	3,882,104
OTHER FINANCING SOURCES AND (USES)			
Refunding Bonds Issued	-	183,915,000	-
Premium or Discount on Issuance of Bonds	-	37,092,837	-
Other (Uses), Sources	-	-	-
Payment to Bond Refunding Escrow Agent	-	(206,255,824)	-
Total Other Financing Sources and (Uses)	-	14,752,013	-
Net Change in Fund Balances	135,565,735	64,107,673	3,882,104
Fund Balance - Beginning	164,043,893	21,927,638	10,981,744
Fund Balance - Ending	\$ 299,609,628	\$ 86,035,311	\$ 14,863,848

**Self
Funded
Insurance**

\$ 43,436,534

-

-

43,436,534

-

-

-

-

-

-

-

-

-

-

-

48,824,462

-

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-

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-

-

48,824,462

(5,387,928)

-

-

-

-

(5,387,928)

661,562

\$ (4,726,366)

**Conroe Independent School District
General Fund
Combined Statement of Revenues and Expenditures (Includes Encumbrances)
Budget and Actual
For the Month Ended May 31, 2026**

REVENUES	CONTROL GROUP	TITLE	BUDGET	ACTUAL	AVAILABLE	YTD/ BUD	3 YR TREND YTD/BUD	VARIANCE
	5700	LOCAL REVENUE	\$ 388,768.102	\$ 376,768.782	\$ 11,999.320	96.91%	97.40%	-0.49%
	5800	STATE REVENUE	374,224.423	231,618,571	142,605,852	61.89%	57.99%	3.90%
	5900	FEDERAL REVENUE	-	4,902.369	(4,902.369)	0.00%	84.38%	-84.38%
		Total Operating Revenues	762,992,525	613,289,722	149,702,803	80.38%	82.84%	-2.46%

EXPENDITURES	FUNCTION	CONTROL GROUP	TITLE	BUDGET	YTD EXP/ENC	AVAILABLE	YTD/ BUD	3 YR TREND YTD/BUD	VARIANCE
	11	6100	TOTAL PAYROLL	462,694,797.37	278,088,010.80	184,606,786.57	60.10%	63.44%	-3.34%
	11	6200	CONTRACTED SERVICES	1,974,681.47	1,645,709.27	328,972.20	83.34%	73.87%	9.47%
	11	6300	SUPPLIES AND MATERIALS	9,710,772.69	5,715,148.59	3,995,624.10	58.85%	51.14%	7.71%
	11	6400	OTHER OPERATING EXP	1,454,771.64	1,219,279.06	235,492.58	83.81%	81.51%	2.30%
	11	6600	CAPITAL OUTLAY	202,350.57	201,660.74	689.83	99.66%	97.03%	2.63%
				476,037,373.74	286,869,808.46	189,167,565.28	60.26%	63.24%	-2.98%

	12	6100	TOTAL PAYROLL	6,974,878.44	4,104,254.67	2,870,623.77	58.84%	63.10%	75.92%
	12	6200	CONTRACTED SERVICES	52,742.45	14,784.29	37,958.16	28.03%	36.74%	36.78%
	12	6300	SUPPLIES AND MATERIALS	752,014.55	629,845.64	122,168.91	83.75%	83.42%	91.80%
	12	6400	OTHER OPERATING EXP	32,599.56	30,214.83	2,384.73	92.68%	92.58%	86.38%
	12	6600	CAPITAL OUTLAY	1,554.19	-	1,554.19	0.00%	0.00%	0.00%
				7,813,789.19	4,779,099.43	3,034,689.76	61.16%	65.19%	-4.03%

	13	6100	TOTAL PAYROLL	17,903,344.07	11,254,977.34	6,648,366.73	62.87%	60.82%	2.05%
	13	6200	CONTRACTED SERVICES	63,139.47	13,490.00	49,649.47	21.37%	66.54%	-45.17%
	13	6300	SUPPLIES AND MATERIALS	79,035.56	36,298.16	42,737.40	45.93%	64.00%	-18.07%
	13	6400	OTHER OPERATING EXP	129,605.60	53,579.67	76,025.93	41.34%	43.97%	-2.63%
				18,175,124.70	11,358,345.17	6,816,779.53	62.49%	60.62%	1.87%

	21	6100	TOTAL PAYROLL	8,187,389.62	5,015,248.85	3,172,140.77	61.26%	66.90%	-5.64%
	21	6200	CONTRACTED SERVICES	137,728.39	72,460.61	65,267.78	52.61%	45.17%	7.44%
	21	6300	SUPPLIES AND MATERIALS	737,049.59	320,442.06	416,607.53	43.48%	39.92%	3.56%
	21	6400	OTHER OPERATING EXP	302,679.02	151,156.03	151,522.99	49.94%	54.81%	-4.87%
				9,364,846.62	5,559,307.55	3,805,539.07	59.36%	63.02%	-3.66%

	23	6100	TOTAL PAYROLL	46,379,907.00	29,152,382.24	17,227,524.76	62.86%	65.40%	-2.54%
	23	6200	CONTRACTED SERVICES	35,590.00	31,642.95	3,947.05	88.91%	84.39%	4.52%
	23	6300	SUPPLIES AND MATERIALS	317,941.01	157,241.85	160,699.16	49.46%	49.89%	-0.43%
	23	6400	OTHER OPERATING EXP	108,670.64	64,777.86	43,892.78	59.61%	70.70%	-11.09%
	23	6600	CAPITAL OUTLAY	75.00	-	75.00	0.00%	27.28%	-27.28%
				46,842,183.65	29,406,044.90	17,436,138.75	62.78%	65.35%	-2.57%

	31	6100	TOTAL PAYROLL	27,120,801.00	17,358,996.60	9,761,804.40	64.01%	66.47%	-2.46%
	31	6200	CONTRACTED SERVICES	162,098.53	111,679.22	50,419.31	68.90%	82.91%	-14.01%
	31	6300	SUPPLIES AND MATERIALS	1,257,522.50	753,600.46	503,922.04	59.93%	66.57%	-6.64%
	31	6400	OTHER OPERATING EXP	69,758.75	45,909.57	23,849.18	65.81%	57.93%	7.88%
				28,610,180.78	18,270,185.85	10,339,994.93	63.86%	66.53%	-2.67%

	32	6100	TOTAL PAYROLL	1,183,251.00	683,837.41	499,413.59	57.79%	63.93%	-6.14%
	32	6200	CONTRACTED SERVICES	450,000.00	424,000.00	26,000.00	94.22%	66.71%	27.51%
	32	6300	SUPPLIES AND MATERIALS	9,380.06	2,707.24	6,672.82	28.86%	17.93%	10.93%
	32	6400	OTHER OPERATING EXP	8,300.00	6,948.03	1,351.97	83.71%	73.72%	9.99%
				1,650,931.06	1,117,492.68	533,438.38	67.69%	58.22%	9.47%

	33	6100	TOTAL PAYROLL	9,535,079.40	5,769,797.09	3,765,282.31	60.51%	46.08%	14.43%
	33	6200	CONTRACTED SERVICES	38,076.53	8,002.65	30,073.88	21.02%	91.61%	-70.59%
	33	6300	SUPPLIES AND MATERIALS	219,161.78	135,986.97	83,174.81	62.05%	80.77%	-18.72%
	33	6400	OTHER OPERATING EXP	22,865.32	17,305.21	5,560.11	75.68%	87.30%	-11.62%
				9,815,183.03	5,931,091.92	3,884,091.11	60.43%	47.84%	12.59%

	34	6100	TOTAL PAYROLL	28,515,388.00	19,942,525.93	8,572,862.07	69.94%	71.40%	-1.46%
	34	6200	CONTRACTED SERVICES	1,120,797.49	1,064,924.59	55,872.90	95.01%	94.02%	0.99%
	34	6300	SUPPLIES AND MATERIALS	4,726,680.50	3,885,846.07	840,834.43	82.21%	79.86%	2.35%
	34	6400	OTHER OPERATING EXP	1,152,937.35	1,002,169.56	150,767.79	86.92%	96.64%	-9.72%
	34	6600	CAPITAL OUTLAY	282,303.00	116,700.00	165,603.00	41.34%	10.00%	31.34%
				35,798,106.34	26,012,166.15	9,785,940.19	72.66%	73.69%	-1.03%

FUNCTION	CONTROL GROUP	TITLE	BUDGET	YTD EXP/ENC	AVAILABLE	YTD/ BUD	3 YR TREND	
							YTD/BUD	VARIANCE
36	6100	TOTAL PAYROLL	8,604,384.21	5,702,960.09	2,901,424.12	66.28%	64.29%	1.99%
36	6200	CONTRACTED SERVICES	1,216,585.24	1,019,832.45	196,752.79	83.83%	85.75%	-1.92%
36	6300	SUPPLIES AND MATERIALS	1,857,283.67	1,438,151.89	419,131.78	77.43%	78.34%	-0.91%
36	6400	OTHER OPERATING EXP	4,266,143.65	4,469,733.20	(203,589.55)	104.77%	138.76%	-33.99%
36	6600	CAPITAL OUTLAY	14,777.38	11,277.38	3,500.00	76.32%	90.97%	-14.65%
			15,959,174.15	12,641,955.01	3,317,219.14	79.21%	82.11%	-2.90%
41	6100	TOTAL PAYROLL	9,038,174.74	5,738,486.68	3,299,688.06	63.49%	67.69%	-4.20%
41	6200	CONTRACTED SERVICES	2,264,042.07	1,971,444.47	292,597.60	87.08%	87.15%	-0.07%
41	6300	SUPPLIES AND MATERIALS	560,515.35	565,466.28	(4,950.93)	100.88%	61.11%	39.77%
41	6400	OTHER OPERATING EXP	1,178,797.32	442,049.95	736,747.37	37.50%	57.48%	-19.98%
41	6600	CAPITAL OUTLAY	50,915.00	44,660.00	6,255.00	87.71%	66.67%	21.04%
			13,092,444.48	8,762,107.38	4,330,337.10	66.92%	69.03%	-2.11%
51	6100	TOTAL PAYROLL	41,028,347.23	23,927,935.96	17,100,411.27	58.32%	63.69%	-5.37%
51	6200	CONTRACTED SERVICES	26,618,001.01	18,684,080.43	7,933,920.58	70.19%	73.04%	-2.85%
51	6300	SUPPLIES AND MATERIALS	4,985,041.88	4,914,056.93	70,984.95	98.58%	90.68%	7.90%
51	6400	OTHER OPERATING EXP	5,109,045.44	4,641,849.14	467,196.30	90.86%	98.45%	-7.59%
51	6600	CAPITAL OUTLAY	2,843,281.07	1,631,271.34	1,212,009.73	57.37%	59.34%	-1.97%
			80,583,716.63	53,799,193.80	26,784,522.83	66.76%	70.41%	-3.65%
52	6100	TOTAL PAYROLL	11,026,986.00	7,192,047.03	3,834,938.97	65.22%	65.35%	-0.13%
52	6200	CONTRACTED SERVICES	344,634.15	211,616.04	133,018.11	61.40%	81.98%	-20.58%
52	6300	SUPPLIES AND MATERIALS	734,971.33	516,219.59	218,751.74	70.24%	77.38%	-7.14%
52	6400	OTHER OPERATING EXP	54,714.63	24,102.58	30,612.05	44.05%	60.69%	-16.64%
52	6600	CAPITAL OUTLAY	178,113.50	177,970.50	143.00	99.92%	100.00%	-0.08%
			12,339,419.61	8,121,955.74	4,217,463.87	65.82%	67.35%	-1.53%
53	6100	TOTAL PAYROLL	5,631,067.00	3,615,319.61	2,015,747.39	64.20%	64.86%	-0.66%
53	6200	CONTRACTED SERVICES	3,316,518.45	2,604,878.07	711,640.38	78.54%	74.09%	4.45%
53	6300	SUPPLIES AND MATERIALS	1,657,576.76	1,295,318.09	362,258.67	78.15%	66.21%	11.94%
53	6400	OTHER OPERATING EXP	54,600.00	45,044.64	9,555.36	82.50%	62.88%	19.62%
53	6600	CAPITAL OUTLAY	133,980.00	127,985.00	5,995.00	95.53%	97.31%	-1.78%
			10,793,742.21	7,688,545.41	3,105,196.80	71.23%	69.22%	2.01%
61	6100	TOTAL PAYROLL	60,397.00	38,553.56	21,843.44	63.83%	543.80%	-479.97%
61	6200	CONTRACTED SERVICES	12,000.00	9,600.00	2,400.00	80.00%	20.74%	59.26%
61	6300	SUPPLIES AND MATERIALS	3,817.52	379.98	3,437.54	9.95%	44.27%	-34.32%
61	6400	OTHER OPERATING EXP	3,625.69	116.36	3,509.33	3.21%	24.85%	-21.64%
			79,840.21	48,649.90	31,190.31	60.93%	71.02%	-10.09%
71	6500	DEBT SERVICE	-	-	-	0.00%	0.00%	0.00%
			-	-	-	#DIV/0!	0.00%	#DIV/0!
81	6200	CONTRACTED SERVICES	3,625.00	-	3,625.00	0.00%	0.00%	0.00%
81	6300	SUPPLIES AND MATERIALS	4,960.00	-	4,960.00	0.00%	10.48%	-10.48%
81	6600	CAPITAL OUTLAY	8,771.70	-	8,771.70	0.00%	60.05%	-60.05%
			17,356.70	-	17,356.70	0.00%	57.76%	-57.76%
99	6200	CONTRACTED SERVICES	5,617,658.00	5,150,000.00	467,658.00	91.68%	100.00%	-8.32%
			5,617,658.00	5,150,000.00	467,658.00	91.68%	100.00%	-8.32%
		Total Operating Expenditures	772,591,071.10	485,515,949.35	287,075,121.75	62.84%	65.41%	-2.57%

Conroe Independent School District
 Projected Annual Revenues, Expenditures and Fund Balance
 General Funds, Debt Service, and Child Nutrition
 Projected to August 31, 2026

	General Fund			Debt Service			Child Nutrition		
	Amended Budget	Projected To 8-31-26	Variance	Amended Budget	Projected To 8-31-26	Variance	Amended Budget	Projected To 8-31-26	Variance
Revenues									
5700 Local Revenues	\$ 388,374,681	\$ 382,000,000	\$ (6,374,681)	\$ 158,668,324	\$ 154,860,284	\$ (3,808,040)	\$ 10,828,142	\$ 9,916,046	\$ (912,096)
5800 State Revenues	374,224,423	379,503,481	5,279,058	23,154,513	\$ 26,598,705	3,444,192	-	552,376	552,376
5900 Federal Revenues	-	4,902,369	4,902,369	-	-	-	23,171,858	24,225,866	1,054,008
Total Revenues	<u>762,599,104</u>	<u>766,405,850</u>	<u>3,806,746</u>	<u>181,822,837</u>	<u>181,458,989</u>	<u>(363,848)</u>	<u>34,000,000</u>	<u>34,694,288</u>	<u>694,288</u>
Expenditures									
6100 Payroll	683,969,439	681,370,355	2,599,084	-	-	-	10,430,000	10,767,043	(337,043)
6200 Contracted Services	43,310,267	40,278,548	3,031,719	-	-	-	3,646,515	3,514,889	131,626
6300 Supplies	27,668,185	25,731,412	1,936,773	-	-	-	24,733,276	20,773,370	3,959,906
6400 Other Operating	13,939,017	13,102,676	836,341	-	-	-	41,364	36,680	4,684
6500 Debt Service	-	-	-	180,115,485	194,786,786	(14,671,301)	-	-	-
6600 Capital Outlay	3,704,162	2,407,705	1,296,457	-	-	-	2,858,284	2,223,104	635,180
Total Expenditures	<u>772,591,070</u>	<u>762,890,697</u>	<u>9,700,373</u>	<u>180,115,485</u>	<u>194,786,786</u>	<u>(14,671,301)</u>	<u>41,709,439</u>	<u>37,315,086</u>	<u>4,394,353</u>
Other Financing Sources (uses)									
4999 Other Resources (uses)	-	(8,000,000)	(8,000,000)	-	14,752,013	14,752,013	-	-	-
Net Change in Fund Balance	(9,991,966)	(4,484,847)	5,507,119	1,707,352	1,424,216	(283,136)	(7,709,439)	(2,620,798)	5,088,641
Fund Balance September 1	<u>164,043,893</u>	<u>164,043,893</u>	<u>-</u>	<u>21,927,638</u>	<u>21,927,638</u>	<u>-</u>	<u>10,981,744</u>	<u>10,981,744</u>	<u>-</u>
Fund Balance August 31	<u>\$ 154,051,927</u>	<u>\$ 159,559,046</u>	<u>\$ 5,507,119</u>	<u>\$ 23,634,990</u>	<u>\$ 23,351,854</u>	<u>\$ (283,136)</u>	<u>\$ 3,272,305</u>	<u>\$ 8,360,946</u>	<u>\$ 5,088,641</u>

* Projected

**Self-Funded Health Insurance
Conroe ISD Self-Funded Health Insurance Fund
2025-2026**

	<u>September 25</u>	<u>October 25</u>	<u>November 25</u>	<u>December 25</u>	<u>January 26</u>	<u>February 26</u>	<u>March 26</u>	<u>April 26</u>	<u>May 26</u>	<u>Total 2025-2026</u>	<u>Average 2025-2026</u>
Revenues											
Premiums:											
District	\$ 2,787,054	\$ 2,807,570	\$ 2,803,110	\$ 2,804,448	\$ 2,799,988	\$ 2,781,256	\$ 2,779,472	\$ 2,782,148	\$ 2,783,040	\$ 25,128,086	\$ 2,792,010
Employee	1,979,756	1,993,476	2,033,322	1,980,643	2,052,574	1,969,794	2,018,191	2,035,177	1,988,653	18,051,586	2,005,732
Interest	1,826	3,398	6,019	10,864	6,304	4,280	6,815	3,610	4,499	47,615	5,291
Total Revenues	<u>4,768,636</u>	<u>4,804,444</u>	<u>4,842,451</u>	<u>4,795,955</u>	<u>4,858,866</u>	<u>4,755,330</u>	<u>4,804,478</u>	<u>4,820,935</u>	<u>4,776,192</u>	<u>43,227,287</u>	<u>4,803,032</u>
Expenses											
Claims	5,853,673	4,577,685	5,196,916	6,045,753	4,928,673	5,005,282	6,180,517	5,210,424	4,936,267	47,935,190	\$ 5,326,132
Pharmacy/Stop Loss Rebate	(729,999)	(767,209)	(742,139)	(738,187)	(735,145)	(891,447)	(1,224,803)	(902,267)	(729,864)	(7,461,060)	(829,007)
Admin Fees/Stop Loss Prem	899,029	832,521	871,859	962,315	867,487	910,312	864,039	897,885	853,860	7,959,307	884,367
Total Expenses	<u>6,022,703</u>	<u>4,642,997</u>	<u>5,326,636</u>	<u>6,269,881</u>	<u>5,061,015</u>	<u>5,024,147</u>	<u>5,819,753</u>	<u>5,206,042</u>	<u>5,060,263</u>	<u>48,433,437</u>	<u>5,381,493</u>
Revenues Over											
(Under) Expenses	<u>\$ (1,254,067)</u>	<u>\$ 161,447</u>	<u>\$ (484,185)</u>	<u>\$ (1,473,926)</u>	<u>\$ (202,149)</u>	<u>\$ (268,817)</u>	<u>\$ (1,015,275)</u>	<u>\$ (385,107)</u>	<u>\$ (284,071)</u>	<u>\$ (5,206,150)</u>	<u>\$ (578,461)</u>

Status of 2023 Bond Referendum

As of 5/31/2026

Project Description	Original Bond Budget	Budget Adjustments	Adjusted Budget	Funds Expended & Encumbered	Estimate to Complete	Expected Completion	% Complete
Timber Mill HS- Conroe	\$ 384,230,000		\$ 384,230,000	\$ 272,170,256	\$ 112,059,744	Aug-27	59%
Grand Oaks JHS & Grand Oaks 9th	165,540,000		165,540,000	152,914,172	12,625,828	Aug-27	73%
Caney Creek 9th Campus	138,100,000	3,000,000	141,100,000	121,916,189	19,183,811	Aug-27	53%
Cartwright JHS	138,100,000		138,100,000	116,916,488	21,183,512	Aug-27	59%
Eissler Elementary	59,000,000	(5,000,000)	54,000,000	53,286,336	-	Aug-25	99%
Campbell Elementary	59,000,000	(7,250,000)	51,750,000	51,296,711	-	Aug-25	99%
Fowler Intermediate	63,730,000		63,730,000	57,969,363	5,760,637	Aug-26	76%
Arnold Elementary	63,730,000		63,730,000	53,970,371	9,759,629	Aug-26	75%
McCullough JHS Addition	50,976,000	3,120,000	54,096,000	50,686,603	3,409,397	Aug-26	54%
Hailey Elementary Addition	13,530,000		13,530,000	13,530,000	-	Dec-25	94%
Ford Elementary Addition	25,964,000		25,964,000	24,970,586	993,414	Dec-25	83%
The Woodlands HS Renovations	55,266,000		55,266,000	53,988,979	1,277,021	Aug-26	77%
Oak Ridge HS 9th Renovations	23,491,000		23,491,000	21,548,277	1,942,723	Aug-26	49%
Knox JHS Renovations	25,593,000	4,000,000	29,593,000	26,722,140	2,870,860	Aug-26	77%
Creighton Elementary Renovations	15,012,000		15,012,000	14,851,430	160,570	Dec-25	83%
San Jacinto Elementary Renovations	12,960,000		12,960,000	764,340	12,195,660	Aug-27	4%
Oak Ridge HS Phase II	62,169,000		62,169,000	55,399,721	6,769,279	Aug-26	32%
Washington HS Phase I	33,630,000		33,630,000	2,247,140	31,382,860	Aug-26	3%
Infrastructure	252,979,000		252,979,000	157,117,906	95,861,094	Aug-27	32%
Safety & Security	35,000,000		35,000,000	17,216,401	17,783,599	Aug-27	37%
Transportation Centers	10,000,000		10,000,000	10,000,000	-	Aug-25	82%
Buses	12,000,000		12,000,000	12,000,000	-	Aug-25	100%
Technology Infrastructure	70,000,000		70,000,000	24,846,901	45,153,099	Aug-27	65%
Land Purchases	50,000,000		50,000,000	45,424,135	4,575,865	Aug-25	91%
TOTAL PROP A	1,820,000,000	(2,130,000)	1,817,870,000	1,411,754,445	404,948,602		
Technology Devices	40,000,000		40,000,000	16,924,733	23,075,267	Aug-27	42%
TOTAL PROP B	40,000,000	-	40,000,000	16,924,733	23,075,267		
Agriculture Barns	17,000,000	500,000	17,500,000	16,922,669	77,331	Jun-26	71%
Elementary Gyms	95,877,000		95,877,000	46,332,398	49,544,602	Aug-27	75%
TOTAL PROP C	112,877,000	500,000	113,377,000	63,255,067	49,621,933		
Total of All Propositions	\$ 1,972,877,000	\$ (1,630,000)	\$ 1,971,247,000	\$ 1,491,934,245	\$ 477,645,802		
Contingency		1,630,000	1,850,000				
Grand Total	\$ 1,972,877,000		\$ 1,973,097,000				

School Bonds Authorized	\$ 1,972,877,000
School Bonds Sold	\$ 1,640,000,000
Balance to Sell	\$ 332,877,000

GASB 31 Compliance
Conroe I.S.D.
 Effective Interest - Actual Life
 Receipts in Period
 05/01/26 - 05/31/26

CUSIP	Invest Number	Security Description	Purchase Date	Sale Date	Valuation Method	Yield Earned	Price Source 05/01/26	Original Princ/Cost	Beginning Unit Price	Par Value On 05/01/26	Reported Value 05/01/26	Purchase Cost	Sales Proceeds	Ending Unit Price	Par Value On 05/31/26	Price Source 05/31/26	Reported Value 05/31/26	Change in Fair Value	Interest	Net Investment Income	S & P Rating	Moody's Rating	Other Rating
3130AWLZ1	23-0006	FHLL 4.75 06/12/26	08/04/23	Open	Fair Value	3.8529	2,292,296.87	1,001028	2,290,000.00	2,292,354.12	0.00	0.00	1,000281	2,290,000.00	ICE	2,290,643.49	-1,710.63	9,064.58	7,353.95				
3130AWTQ3	24-0001	FHLL 4.625 09/11/26	10/03/23	Open	Fair Value	3.5300	1,781,143.20	1,003164	1,800,000.00	1,805,695.20	0.00	0.00	1,002246	1,800,000.00	ICE	1,804,042.80	-1,652.40	6,937.50	5,285.10				
3130AXCP1	24-0002	FHLL 4.875 09/11/26	10/31/23	Open	Fair Value	3.6918	2,142,425.55	1,003946	2,150,000.00	2,158,483.90	0.00	0.00	1,002958	2,150,000.00	ICE	2,156,359.70	-2,124.20	8,734.38	6,610.18				
91282CKJ8	24-0003	Treasury Note 4.625 11/15/26	11/16/23	Open	Fair Value	3.4151	998,320.31	1,004714	1,000,000.00	1,004,714.00	0.00	0.00	1,003688	1,000,000.00	ICE	1,003,688.00	-1,026.00	3,925.22	2,899.22				
3130AXCP1	24-0004	FHLL 4.875 09/11/26	11/30/23	Open	Fair Value	3.6825	1,211,812.80	1,003946	1,200,000.00	1,204,735.20	0.00	0.00	1,002958	1,200,000.00	ICE	1,203,549.60	-1,185.60	4,875.60	3,689.40				
3130AXU63	24-0005	FHLL 4.625 11/17/26	01/17/24	Open	Fair Value	3.7762	2,940,257.80	1,004820	2,900,000.00	2,913,978.00	0.00	0.00	1,004125	2,900,000.00	ICE	2,911,962.50	-2,015.50	11,177.08	9,161.58				
3130AGFP5	24-0006	FHLL 2.50 06/12/26	01/11/24	Open	Fair Value	3.8438	2,331,883.89	0.998514	2,430,000.00	2,426,389.02	0.00	0.00	0.999606	2,430,000.00	ICE	2,429,042.58	2,653.56	5,062.50	7,716.06				
91282CKA8	24-0007	Treasury Note 4.125 02/15/27	03/04/24	Open	Fair Value	3.2817	2,982,539.06	1,002730	3,000,000.00	3,008,190.00	0.00	0.00	1,001979	3,000,000.00	ICE	3,005,937.00	-2,253.00	10,597.38	8,344.38				
3133EP6K6	24-0008	FFCB 4.50 03/26/27	04/17/24	Open	Fair Value	3.2949	3,217,379.75	1,005617	3,250,000.00	3,268,255.25	0.00	0.00	1,004603	3,250,000.00	ICE	3,264,959.75	-3,295.50	12,187.50	8,892.00				
91282CHY0	24-0010	Treasury Note 4.625 09/15/26	06/20/24	Open	Fair Value	3.6136	3,199,750.00	1,003268	3,200,000.00	3,210,457.60	0.00	0.00	1,002441	3,200,000.00	ICE	3,207,811.20	-2,646.40	12,467.39	9,820.99				
91282CKV2	24-0011	Treasury Note 4.625 06/15/27	07/02/24	Open	Fair Value	2.5455	1,931,583.20	1,008945	1,930,000.00	1,947,263.85	0.00	0.00	1,007169	1,930,000.00	ICE	1,943,836.17	-3,427.68	7,602.03	4,174.35				
91282CKJ8	24-0012	Treasury Note 4.625 11/15/26	08/02/24	Open	Fair Value	3.4015	1,617,312.50	1,004714	1,600,000.00	1,607,542.40	0.00	0.00	1,003688	1,600,000.00	ICE	1,605,900.80	-1,641.60	6,280.36	4,638.76				
91282CKV2	25-0001	Treasury Note 4.625 06/15/27	09/06/24	Open	Fair Value	2.5092	1,026,914.06	1,008945	1,000,000.00	1,008,945.00	0.00	0.00	1,007169	1,000,000.00	ICE	1,007,169.00	-1,776.00	3,938.87	2,162.87				
91282CLL3	25-0002	Treasury Note 3.375 09/15/27	09/17/24	Open	Fair Value	2.4756	2,908,021.48	0.993594	2,910,000.00	2,891,358.54	0.00	0.00	0.992852	2,910,000.00	ICE	2,889,199.32	-2,159.22	8,273.34	6,114.12				
91282CLL3	25-0003	Treasury Note 3.375 09/15/27	09/24/24	Open	Fair Value	2.4773	2,144,205.08	0.993594	2,150,000.00	2,136,227.10	0.00	0.00	0.992852	2,150,000.00	ICE	2,134,631.80	-1,595.30	6,112.60	4,517.30				
91282CKV2	25-0004	Treasury Note 4.625 06/15/27	10/18/24	Open	Fair Value	2.5203	1,730,679.69	1,008945	1,700,000.00	1,715,206.50	0.00	0.00	1,007169	1,700,000.00	ICE	1,712,187.30	-3,019.20	6,696.09	3,678.89				
91282CLQ2	25-0005	Treasury Note 3.875 10/15/27	11/07/24	Open	Fair Value	2.3597	4,116,287.50	1,000000	4,160,000.00	4,160,000.00	0.00	0.00	0.998711	4,160,000.00	ICE	4,154,637.76	-5,362.24	13,653.55	8,291.31				
3133ERE23	25-0006	FFCB 4.32 12/02/27	12/03/24	Open	Fair Value	3.8459	2,547,450.00	0.999572	2,550,000.00	2,548,908.60	0.00	0.00	0.999157	2,550,000.00	ICE	2,547,850.35	-1,058.25	9,381.76	8,323.51				
91282CMB4	25-0007	Treasury Note 4.00 12/15/27	01/03/25	Open	Fair Value	2.0429	2,844,631.64	0.1001797	2,865,000.00	2,870,148.41	0.00	0.00	1.000117	2,865,000.00	ICE	2,865,335.21	-6,813.20	9,759.89	4,946.69				
91282CMS7	25-0008	Treasury Note 3.875 03/15/28	03/21/25	Open	Fair Value	1.4064	2,995,664.06	0.999727	3,000,000.00	2,999,181.00	0.00	0.00	0.997656	3,000,000.00	ICE	2,992,968.00	-6,213.00	9,792.80	3,579.80				
91282CHE4	25-0009	Treasury Note 3.625 05/31/28	06/09/25	Open	Fair Value	0.9760	2,466,106.56	0.994648	2,492,000.00	2,478,662.82	0.00	0.00	0.992383	2,492,000.00	ICE	2,473,018.44	-5,644.38	7,692.01	2,047.63				
91282CNU1	25-0010	Treasury Note 3.625 08/15/28	08/27/25	Open	Fair Value	0.3431	3,326,310.00	0.994141	3,328,000.00	3,308,501.25	0.00	0.00	0.991328	3,328,000.00	ICE	3,299,139.58	-9,361.67	10,331.05	969.38				
313080LQ0	24-0009-01	FHLL 5.00 04/15/27	05/17/24	Open	Fair Value	0.0000	2,105,670.00	0.000000	2,100,000.00	0.00	0.00	2,100,000.00	0.000000	0.00	0.00	0.00	2,100,000.00	0.00	2,100,000.00	0.00	2,100,000.00		
199-Lone Star GOF	AR-0001	State Pool	04/25/00	Open	Fair Value	0.0125	Manual	8,475,341.70	1,000000	8,827.87	8,827.87	0.00	0.00	-2,717,529.00	1,000000	Manual	2,726,356.87	0.00	28.94	28.94			
6990-Lone Star COP	AR-0012	State Pool	06/26/00	Open	Fair Value	3.8958	Manual	1,490,384.49	1,000000	4,506,894.80	4,506,894.80	0.00	105,546.16	1,000000	4,401,348.64	Manual	4,401,348.64	0.00	14,775.21	14,775.21			
753-Lone Star COP	AR-0015	State Pool	09/07/00	Open	Fair Value	1.8320	Manual	750,000.00	1,000000	660,210.44	660,210.44	0.00	-99,486.71	1,000000	759,697.15	Manual	759,697.15	0.00	2,164.40	2,164.40			
240-Lone Star COP	AR-0023	State Pool	08/31/06	Open	Fair Value	3.8596	Manual	2,000,000.00	1,000000	3,865,838.32	3,865,838.32	0.00	-12,514.47	1,000000	3,878,352.79	Manual	3,878,352.79	0.00	12,673.59	12,673.59			
199-TEXPOOL	AR-0026	State Pool	08/26/08	Open	Fair Value	3.6696	Manual	10,000,000.00	1,000000	6,295,145.46	6,295,145.46	0.00	-19,376.32	1,000000	6,314,521.78	Manual	6,314,521.78	0.00	19,621.88	19,621.88			
199-Lone Star COP	AR-0033	State Pool	05/22/13	Open	Fair Value	4.8545	Manual	20,000,000.00	1,000000	184,059,665.09	184,059,665.09	0.00	42,035,759.85	1,000000	142,023,905.24	Manual	142,023,905.24	0.00	603,413.14	603,413.14			
511-Lone Star COP	AR-0035	State Pool	05/22/13	Open	Fair Value	3.8323	Manual	10,000,000.00	1,000000	83,498,291.51	83,498,291.51	0.00	-1,355,460.73	1,000000	84,853,752.24	Manual	84,853,752.24	0.00	273,737.14	273,737.14			
199-Texas Class	AR-0039	State Pool	12/16/13	Open	Fair Value	3.7696	Manual	10,000,000.00	1,000000	1,201,874.58	1,201,874.58	0.00	-3,831.21	1,000000	1,205,705.79	Manual	1,205,705.79	0.00	3,848.30	3,848.30			
199-Schwab	AR-0042	TD Ameritrade	02/29/16	Open	Fair Value	3.2259	Manual	3,500,000.00	1,000000	3,822,263.83	3,822,263.83	0.00	-134,357.00	1,000000	3,956,620.83	Manual	3,956,620.83	0.00	10,647.88	10,647.88			
199 Woodforest National Bank	AR-0047	Money Market	05/24/18	Open	Fair Value	3.9521	Manual	30,000,000.00	1,000000	1,003,180.82	1,003,180.82	0.00	97.54	1,000000	1,003,278.36	Manual	1,003,278.36	0.00	3,556.95	3,556.95			
511 Woodforest National Bank	AR-0049	Money Market	05/24/18	Open	Fair Value	0.0000	Manual	20,000,000.00	0.000000	0.00	0.00	0.00	0.00	0.000000	0.00	Manual	0.00	0.00	0.00	0.00			
6999-Lone Star COP	AR-0050	State Pool	10/30/19	Open	Fair Value	3.8596	Manual	20,000,000.00	1,000000	2,102,022.01	2,102,022.01	0.00	-6,804.65	1,000000	2,108,826.66	Manual	2,108,826.66	0.00	6,891.18	6,891.18			
6190 - Lone Star COP	AR-0051	State Pool	02/06/20	Open	Fair Value	0.0000	Manual	122,500,000.00	0.000000	0.00	0.00	0.00	0.00	0.000000	0.00	Manual	0.00	0.00	0.00	0.00			
6291 - Texas Class	AR-0053	State Pool	12/07/20	Open	Fair Value	3.7696	Manual	50,000,000.00	1,000000	823,177.19	823,177.19	0.00	-2,624.03	1,000000	825,801.22	Manual	825,801.22	0.00	2,635.75	2,635.75			
6392 - Lone Star COP	AR-0054	State Pool	02/08/22	Open	Fair Value	3.8733	Manual	177,000,000.00	1,000000	2,284,731.60	2,284,731.60	0.00	42,630.10	1,000000	2,242,101.50	Manual	2,242,101.50	0.00	7,490.16	7,490.16			
6492 - Lone Star COP	AR-0055	State Pool	07/07/22	Open	Fair Value	0.0000	Manual	165,070,000.00	0.000000	0.00	0.00	0.00	0.00	0.000000	0.00	Manual	0.00	0.00	0.00	0.00			
6492 - Texas Class	AR-0056	State Pool	08/09/22	Open	Fair Value	3.8596	Manual	50,000,000.00	1,000000	23,516,171.40	23,516,171.40	0.00	926,777.11	1,000000	22,589,394.29	Manual	22,589,394.29	0.00	75,296.85	75,296.85			
199 Woodforest-IntiraFi Network	AR-0057	Money Market	09/01/22	Open	Fair Value	3.8694	Manual	22,574,052.75	1,000000	85,634,237.47	85,634,237.47												

Portfolio Position
Conroe I.S.D.
 Effective Interest - Actual Life
 Receipts in Period
 05/01/26 - 05/31/26

CUSIP	Invest Number	Security Description	Purchase Date	Call Date	Par Value On 05/31/26	Par Value On 05/31/26	Market Val On 05/31/26	Market Val On 05/31/26	Purchase Cost	Sales Proceeds	Original Princ/Cost	Amor Value On 05/31/26	Amor Value On 05/31/26
1 - 199-GENERAL FUND													
	3133EP6K6	24-0008	FFCB 4.50 03/26/27	04/17/24	Open	3,250,000.00	3,250,000.00	3,268,255.25	3,264,959.75	0.00	0.00	3,217,379.75	3,239,533.63
	3133ERE23	25-0006	FFCB 4.32 12/02/27	12/03/24	Open	2,550,000.00	2,550,000.00	2,548,908.60	2,547,850.35	0.00	0.00	2,547,450.00	2,548,610.50
	FFCB Total					5,800,000.00	5,800,000.00	5,817,163.85	5,812,810.10	0.00	0.00	5,764,829.75	5,788,144.13
	3130AGFP5	24-0006	FHLB 2.50 06/12/26	01/11/24	Open	2,430,000.00	2,430,000.00	2,426,389.02	2,429,042.58	0.00	0.00	2,331,883.89	2,425,194.29
	3130AWLZ1	23-0006	FHLB 4.75 06/12/26	08/04/23	Open	2,290,000.00	2,290,000.00	2,292,354.12	2,290,643.49	0.00	0.00	2,292,296.87	2,290,096.32
	3130AWTQ3	24-0001	FHLB 4.625 09/11/26	10/03/23	Open	1,800,000.00	1,800,000.00	1,805,695.20	1,804,042.80	0.00	0.00	1,781,143.20	1,797,572.19
	3130AXCP1	24-0004	FHLB 4.875 09/11/26	11/30/23	Open	1,200,000.00	1,200,000.00	1,204,735.20	1,203,549.60	0.00	0.00	1,211,812.80	1,201,619.93
	3130AXCP1	24-0002	FHLB 4.875 09/11/26	10/31/23	Open	2,150,000.00	2,150,000.00	2,158,483.90	2,156,359.70	0.00	0.00	2,142,425.55	2,148,995.04
	3130AXU63	24-0005	FHLB 4.625 11/17/26	01/17/24	Open	2,900,000.00	2,900,000.00	2,913,978.00	2,911,962.50	0.00	0.00	2,940,257.80	2,908,123.57
	3130B0UQ0	24-0009-01	FHLB 5.00 04/15/27	05/17/24	04/15/27	2,100,000.00	0.00	0.00	0.00	0.00	2,100,000.00	2,105,670.00	0.00
	FHLB Total					14,870,000.00	12,770,000.00	12,801,635.44	12,795,600.67	0.00	2,100,000.00	14,805,490.11	14,877,271.34
	199 Woodforest National Bank	AR-0047	Money Market	05/24/18	Open	1,003,180.82	1,003,278.36	1,003,180.82	1,003,278.36	0.00	0.00	30,000,000.00	1,003,278.36
	199-Schwab	AR-0042	TD Ameritrade	02/29/16	Open	3,822,263.83	3,956,620.83	3,822,263.83	3,956,620.83	0.00	0.00	3,900,000.00	3,822,263.83
	199-Woodforest-IntraFI Network	AR-0057	Money Market	09/01/22	Open	85,634,237.47	85,918,510.65	85,634,237.47	85,918,510.65	0.00	0.00	22,574,052.75	85,634,237.47
	Money Market Total					90,459,682.12	90,878,509.84	90,459,682.12	90,878,509.84	0.00	0.00	56,074,052.75	90,459,682.12
	199-Lone Star COP	AR-0033	State Pool	05/22/13	Open	184,059,865.09	142,023,905.24	184,059,865.09	142,023,905.24	0.00	0.00	20,000,000.00	184,059,865.09
	199-Lone Star COP	AR-0001	State Pool	04/25/00	Open	8,827.87	8,827.87	8,827.87	8,827.87	0.00	0.00	8,475,341.70	8,827.87
	199-TEXPOOL	AR-0026	State Pool	08/26/08	Open	6,295,145.46	6,314,521.78	6,295,145.46	6,314,521.78	0.00	0.00	10,000,000.00	6,295,145.46
	199-Texas Class	AR-0039	State Pool	12/16/13	Open	1,201,874.58	1,205,705.79	1,201,874.58	1,205,705.79	0.00	0.00	10,000,000.00	1,201,874.58
	State Pool Total					191,565,513.00	152,270,489.68	191,565,513.00	152,270,489.68	0.00	0.00	48,475,341.70	191,565,513.00
	91282CHE4	25-0009	Treasury Note 3.625 05/31/28	06/09/25	Open	2,492,000.00	2,492,000.00	2,478,662.82	2,473,018.44	0.00	0.00	2,466,106.56	2,473,580.65
	91282CHY0	24-0010	Treasury Note 4.625 09/15/26	06/20/24	Open	3,200,000.00	3,200,000.00	3,210,457.60	3,207,811.20	0.00	0.00	3,199,750.00	3,199,993.23
	91282CJX8	24-0012	Treasury Note 4.625 11/15/26	08/02/24	Open	1,600,000.00	1,600,000.00	1,607,542.40	1,605,900.80	0.00	0.00	1,617,312.50	1,604,247.03
	91282CJX8	24-0003	Treasury Note 4.625 11/15/26	11/16/23	Open	1,000,000.00	1,000,000.00	1,004,714.00	1,003,688.00	0.00	0.00	998,320.31	999,681.20
	91282CKA8	24-0007	Treasury Note 4.125 02/15/27	03/04/24	Open	3,000,000.00	3,000,000.00	3,008,190.00	3,005,937.00	0.00	0.00	2,982,539.06	2,995,113.49
	91282CKV2	25-0001	Treasury Note 4.625 06/15/27	09/06/24	Open	1,000,000.00	1,000,000.00	1,008,945.00	1,007,169.00	0.00	0.00	1,026,914.06	1,011,239.32
	91282CKV2	25-0004	Treasury Note 4.625 06/15/27	10/18/24	Open	1,700,000.00	1,700,000.00	1,715,206.50	1,712,187.00	0.00	0.00	1,730,679.69	1,712,389.83
	91282CKV2	24-0011	Treasury Note 4.625 06/15/27	07/02/24	Open	1,930,000.00	1,930,000.00	1,947,263.85	1,943,836.17	0.00	0.00	1,931,583.20	1,930,643.74
	91282CLL3	25-0002	Treasury Note 3.375 09/15/27	09/17/24	Open	2,910,000.00	2,910,000.00	2,891,358.54	2,889,199.32	0.00	0.00	2,906,021.48	2,908,129.72
	91282CLL3	25-0003	Treasury Note 3.375 09/15/27	09/24/24	Open	2,150,000.00	2,150,000.00	2,136,227.10	2,134,631.80	0.00	0.00	2,144,205.08	2,147,261.87
	91282CLQ2	25-0005	Treasury Note 3.875 10/15/27	11/07/24	Open	4,160,000.00	4,160,000.00	4,160,000.00	4,154,637.76	0.00	0.00	4,116,287.50	4,137,702.22
	91282CMB4	25-0007	Treasury Note 4.00 12/15/27	01/03/25	Open	2,865,000.00	2,865,000.00	2,870,148.41	2,865,335.21	0.00	0.00	2,844,631.64	2,853,507.58
	91282CM57	25-0008	Treasury Note 3.875 03/15/28	03/21/25	Open	3,000,000.00	3,000,000.00	2,999,181.00	2,992,968.00	0.00	0.00	2,995,664.06	2,997,354.03
	91282CN11	25-0010	Treasury Note 3.625 08/15/28	08/27/25	Open	3,328,000.00	3,328,000.00	3,308,501.25	3,299,139.50	0.00	0.00	3,326,310.00	3,326,751.41
	Treasury Note Total					34,335,000.00	34,335,000.00	34,346,398.47	34,295,459.58	0.00	0.00	34,286,325.14	34,299,468.88
	1 - 199-GENERAL FUND Total					337,030,195.12	296,053,999.52	334,930,392.88	296,053,967.87	0.00	2,100,000.00	159,406,039.45	336,989,026.86
19 - 240 Child Nutrition													
	240-Lone Star COP	AR-0023	State Pool	08/31/06	Open	3,865,838.32	3,878,352.79	3,865,838.32	3,878,352.79	0.00	0.00	2,000,000.00	3,865,838.32
	State Pool Total					3,865,838.32	3,878,352.79	3,865,838.32	3,878,352.79	0.00	0.00	2,000,000.00	3,865,838.32
	19 - 240 Child Nutrition Total					3,865,838.32	3,878,352.79	3,865,838.32	3,878,352.79	0.00	0.00	2,000,000.00	3,865,838.32
2 - 511-DEBT SERVICE													
	511 Woodforest National Bank	AR-0049	Money Market	05/24/18	Open	0.00	0.00	0.00	0.00	0.00	0.00	20,000,000.00	0.00
	Money Market Total					0.00	0.00	0.00	0.00	0.00	0.00	20,000,000.00	0.00
	511-Lone Star COP	AR-0035	State Pool	05/22/13	Open	83,498,291.51	84,853,752.24	83,498,291.51	84,853,752.24	0.00	0.00	10,000,000.00	83,498,291.51
	State Pool Total					83,498,291.51	84,853,752.24	83,498,291.51	84,853,752.24	0.00	0.00	10,000,000.00	84,853,752.24
	2 - 511-DEBT SERVICE Total					83,498,291.51	84,853,752.24	83,498,291.51	84,853,752.24	0.00	0.00	30,000,000.00	84,853,752.24
40 - 6133-Capital Projects-Prop A													
	6133 - Lone Star COP - Prop A	AR-0059	State Pool	02/06/24	Open	62,620,347.59	60,619,847.74	62,620,347.59	60,619,847.74	0.00	0.00	556,912,000.00	62,620,347.59
	State Pool Total					62,620,347.59	60,619,847.74	62,620,347.59	60,619,847.74	0.00	0.00	556,912,000.00	62,620,347.59
	40 - 6133-Capital Projects-Prop A Total					62,620,347.59	60,619,847.74	62,620,347.59	60,619,847.74	0.00	0.00	556,912,000.00	62,620,347.59
41 - 6133-Capital Projects-Prop B													
	6133 - Lone Star COP - Prop B	AR-0060	State Pool	02/06/24	Open	3,286,573.23	3,146,915.07	3,286,573.23	3,146,915.07	0.00	0.00	12,300,000.00	3,286,573.23
	State Pool Total					3,286,573.23	3,146,915.07	3,286,573.23	3,146,915.07	0.00	0.00	12,300,000.00	3,286,573.23
	41 - 6133-Capital Projects-Prop B Total					3,286,573.23	3,146,915.07	3,286,573.23	3,146,915.07	0.00	0.00	12,300,000.00	3,286,573.23
42 - 6133-Capital Projects-Prop C													
	6133 - Lone Star COP - Prop C	AR-0061	State Pool	02/06/24	Open	2,032,408.24	686,832.58	2,032,408.24	686,832.58	0.00	0.00	25,788,000.00	2,032,408.24
	State Pool Total					2,032,408.24	686,832.58	2,032,408.24	686,832.58	0.00	0.00	25,788,000.00	2,032,408.24
	42 - 6133-Capital Projects-Prop C Total					2,032,408.24	686,832.58	2,032,408.24	686,832.58	0.00	0.00	25,788,000.00	2,032,408.24
37 - 6190 - Capital Projects													
	6190 - Lone Star COP	AR-0051	State Pool	02/06/20	Open	0.00	0.00	0.00	0.00	0.00	0.00	122,500,000.00	0.00
	State Pool Total					0.00	0.00	0.00	0.00	0.00	0.00	122,500,000.00	0.00
	37 - 6190 - Capital Projects Total					0.00	0.00	0.00	0.00				



Earnings and Yields Summary

Conroe I.S.D.

Effective Interest - Actual Life

Receipts in Period

05/01/26 - 05/31/26

Security Description		05/01/26 05/07/26	05/08/26 05/14/26	05/15/26 05/21/26	05/22/26 05/28/26	05/29/26 05/31/26	05/01/26 05/31/26
Combined Port	FFCB	5,200.7900	5,200.7900	5,200.8000	5,200.8000	1,790.8900	22,594.0700
	FHLB	9,334.7500	11,315.4700	11,311.3000	11,309.6300	3,231.3200	46,502.4700
	Money Market	66,695.6400	66,695.6400	66,727.1800	66,743.8700	28,609.3300	295,471.6600
	State Pool	760,409.3400	749,543.7200	715,125.2800	707,244.6200	305,325.3900	3,237,648.3500
	Treasury Note	26,706.0300	26,706.0200	26,667.5900	26,667.5900	11,427.9500	118,175.1800
	Port Total	868,346.5500	859,461.6400	825,032.1500	817,166.5100	350,384.8800	3,720,391.7300
Combined Port	FFCB	4.6502	4.6502	4.6502	4.6502	4.5996	4.6462
	FHLB	3.7619	4.5601	4.5603	4.5603	4.5603	4.3739
	Money Market	3.8445	3.8445	3.8421	3.8419	3.8385	3.8428
	State Pool	4.1011	4.0888	4.0501	3.9937	4.0382	4.0572
	Treasury Note	4.0597	4.0597	4.0543	4.0543	4.0538	4.0567
	Port Total	4.0778	4.0763	4.0421	3.9932	4.0283	4.0460

Maturity Aging
Conroe I.S.D.
 Effective Interest - Actual Life
 Receipts in Period
 5/31/2026

	<i>CUSIP</i>	<i>Invest Number</i>	<i>Security Description</i>	<i>Purchase Date</i>	<i>Days to Maturity</i>	<i>Yield Matur</i>
Cash / Money Market	199 Woodforest National Bank	AR-0047	Money Market	05/24/18	0	3.8600
	199-Lone Star COP	AR-0033	State Pool	05/22/13	0	3.8100
	199-Lone Star GOF	AR-0001	State Pool	04/25/00	0	3.8100
	199-Schwab	AR-0042	TD Ameritrade	02/29/16	0	3.2400
	199-TEXPOOL	AR-0026	State Pool	08/26/08	0	3.6200
	199-Texas Class	AR-0039	State Pool	12/16/13	0	3.7400
	199-Woodforest-IntraFi Network	AR-0057	Money Market	09/01/22	0	3.8600
	240-Lone Star COP	AR-0023	State Pool	08/31/06	0	3.8100
	511 Woodforest National Bank	AR-0049	Money Market	05/24/18	0	5.7700
	511-Lone Star COP	AR-0035	State Pool	05/22/13	0	3.8100
	6133 - Lone Star COP - Prop A	AR-0059	State Pool	02/06/24	0	3.8100
	6133 - Lone Star COP - Prop B	AR-0060	State Pool	02/06/24	0	3.8100
	6133 - Lone Star COP - Prop C	AR-0061	State Pool	02/06/24	0	3.8100
	6190 - Lone Star COP	AR-0051	State Pool	02/06/20	0	4.4300
	6235 - Lone Star COP - Prop A	AR-0062	State Pool	02/04/25	0	3.8100
	6235 - Lone Star COP -Prop B	AR-0063	State Pool	02/04/25	0	3.8100
	6235 - Lone Star COP -Prop C	AR-0064	State Pool	02/04/25	0	3.8100
	6291-Texas Class	AR-0053	State Pool	12/07/20	0	3.7700
	6336 - Lone Star COP - Prop A	AR-0065	State Pool	02/03/26	0	3.8100
	6336 - Lone Star COP - Prop B	AR-0066	State Pool	02/03/26	0	3.8100
	6336 - Lone Star COP - Prop C	AR-0067	State Pool	02/03/26	0	3.8100
	6392 - Lone Star COP	AR-0054	State Pool	02/08/22	0	3.8100
	6492 - Lone Star COP	AR-0055	State Pool	07/07/22	0	4.4300
	6492 - Texas Class	AR-0056	State Pool	08/09/22	0	3.7700
	6990 - Texas Class	AR-0058	State Pool	01/24/24	0	4.4400
	6990-Lone Star COP	AR-0012	State Pool	06/26/00	0	3.8100
	6999-Lone Star COP	AR-0050	State Pool	10/30/19	0	3.8100
	753-Lone Star COP	AR-0015	State Pool	09/07/00	0	3.8100
	Cash / Money Market Total				0	3.8099
1 - 30 Days	3130AGFP5	24-0006	FHLB 2.50 06/12/26	01/11/24	12	4.2736
	3130AWLZ1	23-0006	FHLB 4.75 06/12/26	08/04/23	12	4.7122
	1 - 30 Days Total				12	4.4874
91 - 180 Days	3130AWTQ3	24-0001	FHLB 4.625 09/11/26	10/03/23	101	5.0079
	3130AXCP1	24-0004	FHLB 4.875 09/11/26	11/30/23	101	4.4928
	3130AXCP1	24-0002	FHLB 4.875 09/11/26	10/31/23	101	5.0077
	3130AXU63	24-0005	FHLB 4.625 11/17/26	01/17/24	167	4.0991
	91282CHY0	24-0010	Treasury Note 4.625 09/15/26	06/20/24	107	4.6256
	91282CJK8	24-0003	Treasury Note 4.625 11/15/26	11/16/23	168	4.6857
	91282CJK8	24-0012	Treasury Note 4.625 11/15/26	08/02/24	168	4.1214
	91 - 180 Days Total				129	4.5587
181 - 364 Days	3133EP6K6	24-0008	FFCB 4.50 03/26/27	04/17/24	296	4.8693
	91282CKA8	24-0007	Treasury Note 4.125 02/15/27	03/04/24	260	4.3366
	181 - 364 Days Total				279	4.6152
1 - 4 Years	3133ERE23	25-0006	FFCB 4.32 12/02/27	12/03/24	550	4.3559
	91282CHE4	25-0009	Treasury Note 3.625 05/31/28	06/09/25	731	3.9986
	91282CKV2	24-0011	Treasury Note 4.625 06/15/27	07/02/24	380	4.5942
	91282CKV2	25-0001	Treasury Note 4.625 06/15/27	09/06/24	380	3.5947
	91282CKV2	25-0004	Treasury Note 4.625 06/15/27	10/18/24	380	3.9018
	91282CLL3	25-0003	Treasury Note 3.375 09/15/27	09/24/24	472	3.4709
	91282CLL3	25-0002	Treasury Note 3.375 09/15/27	09/17/24	472	3.4234
	91282CLQ2	25-0005	Treasury Note 3.875 10/15/27	11/07/24	502	4.2586
	91282CMB4	25-0007	Treasury Note 4.00 12/15/27	01/03/25	563	4.2585
	91282CMS7	25-0008	Treasury Note 3.875 03/15/28	03/21/25	654	3.9266
	91282CNU1	25-0010	Treasury Note 3.625 08/15/28	08/27/25	807	3.6429
	1 - 4 Years Total				559	3.9664
	Investment Total				18	3.8316

Investment Report


Conroe I.S.D.

05/01/26 - 05/31/26

This report summarizes the investment position of Conroe I.S.D. for the period 05/01/26 to 05/31/26.

	04/30/26	05/31/26
Book Value	1,133,908,065.20	1,065,691,167.24
Market Value	1,131,913,120.50	1,065,732,166.31
Par Value	1,133,952,922.74	1,065,733,295.96
Change in Market Value		2,038,672.59
Weighted Average Maturity (in Days)	19	18
Weighted Average Yield-to-Maturity of Portfolio	3.8758%	3.8316%
Yield-to-Maturity of 90 Day T-Bill	3.5700%	3.5800%
Accrued Interest		173,931.22
Received and Accrued Interest		3,717,662.89

This report is presented in accordance with the Texas Government Code Title 10 Section 2256.023. The below signed hereby certify that, to the best of their knowledge on the date this report was created, Conroe I.S.D. is in compliance with the provisions of Government Code 2256 and with the stated policies and strategies of Conroe I.S.D..


Cyndi Westrup
 2026.06.10
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Consider and Approve Election Order

The Texas Election Code § 3.004 requires a Texas School Board of Trustees to issue an Election Order. The Conroe ISD Board of Trustees' approval of this Election Order, with Board signatures, will order a November 3, 2026, election for Conroe ISD Board of Trustees Positions 1, 2, and 3, and authorize the administration of the election in coordination with the joint election agreement and Montgomery County election officials.

The form was obtained from the Texas Secretary of State's Office.

Submitted by:

Dr. David Vinson
Superintendent of Schools

**ORDER OF GENERAL ELECTION FOR OTHER POLITICAL SUBDIVISIONS
 ORDEN DE ELECCIÓN GENERAL PARA OTRAS SUBDIVISIONES POLÍTICAS**

An election is hereby ordered to be held on 11 / 03 / 2026 for the purpose of voting on:
 (date)

(Por la presente se ordena celebrar una elección el 11 / 03 / 2026 con el propósito de votar sobre.)
 (fecha)

List Offices/Propositions/Measures on the ballot (*Enúmere los puestos/proposiciones/medidas oficiales en la boleta*)

Trustee, Conroe ISD, Position 1
Trustee, Conroe ISD, Position 2
Trustee, Conroe ISD, Position 3

Early voting by personal appearance will be conducted each weekday at:
 (La votación adelantada en persona se llevará a cabo de lunes a viernes en:)

The Main Early Voting Location (*sitio principal de votación adelantada*)

Location (<i>sitio</i>)	Hours (<i>horas</i>)
---------------------------	------------------------

To be determined by Jt Election Agreement	
---	--

Branch Early Voting Locations (*sucursal sitios de votación adelantada*)

Location (<i>sitio</i>)	Hours (<i>horas</i>)
---------------------------	------------------------

To be determined by Jt Election Agreement	
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Early voting by personal appearance will be conducted each weekend at:
 (La votación adelantada en persona se llevará a cabo en el fin de semana en:)

The Main Early Voting Location (*sitio principal de votación adelantada*)

Location (<i>sitio</i>)	Hours (<i>horas</i>)
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To be determined by Jt Election Agreement	
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Branch Early Voting Locations (*sucursal sitios de votación adelantada*)

Location (<i>sitio</i>)	Hours (<i>horas</i>)
---------------------------	------------------------

To be determined by Jt Election Agreement	
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Applications for ballot by mail shall be mailed to:
 (Las solicitudes para boletas que se votarán adelantada por correo deberán enviarse a:)

To be determined by Jt Election Agreement

Name of Early Voting Clerk
(Nombre del Secretario/a de la Votación Adelantada)

Address (Dirección)

City (Ciudad) Zip Code (Código Postal)

Telephone Number (Número de teléfono)

Email Address (Dirección de Correo Electrónico)

Early Voting Clerk's Website (Sitio web del Secretario/a de Votación Adelantada)

Applications for Ballots by Mail (ABBM)s must be received no later than the close of business on:
(Las solicitudes para boletas que se votarán adelantada por correo deberán recibirse no más tardar de las horas de negocio el:)

_____/_____/_____.
(date)(fecha)

Federal Post Card Applications (FPCAs) must be received no later than the close of business on:
(La Tarjeta Federal Postal de Solicitud deberán recibirse no más tardar de las horas de negocio el:)

_____/_____/_____.
(date)(fecha)

Issued this _____ day of _____, 20 _____.
(day) (month) (year)

(Emitida este día _____ de _____, 20 _____.)
(día) (mes) (año)

Signature of Presiding Officer (Firma del Dirigente que Preside)

Signature of Board Member
(Firma del Director)

Signature of Board Member
(Firma del Director)

Signature of Board Member
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Signature of Board Member
(Firma del Director)

Signature of Board Member
(Firma del Director)

Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before election day.

Nota de Instrucción: Se deberá entregar una copia de esta orden de elección al/a la Secretario(a) del Condado/Administrador(a) de Elecciones y el/la Registrador(a) de Votantes a más tardar 60 días antes del día de elección.

**Consider and Approve Interlocal Agreement
Between The University of Texas at Austin and
Conroe ISD for the 2026-2027 OnRamps Program**

Recommendation:

That the Conroe Independent School District Board of Trustees approve an Interlocal Agreement with The University of Texas at Austin that will allow the District to continue to participate in the OnRamps Program as submitted by Dr. Mark A. Murrell, Assistant Superintendent of High Schools, and as recommended by Dr. David Vinson, Superintendent of Schools.

Explanation:

Last school year, the Board of Trustees approved the District’s participation in The University of Texas at Austin OnRamps Program. This program, which has been in operation since 2011, is designed as a partnership with school districts to increase the number of high school students who engage in learning experiences aligned with leading colleges and universities. OnRamps, in addition to allowing high school students to earn college credit, provides students with an understanding of the academic demands of college, but with the support of their high school teachers. The program also provides professional learning and development for high school teachers. We anticipate expanding the program, not only at Conroe and Caney Creek HS, but other high schools participating in OnRamps. The typical cost of around \$5,000 per school will be absorbed through the budgets of the campuses participating.

Policy Reference: Legal BAA

Recommended by:

Dr. David Vinson,
Superintendent of Schools

Submitted by:

Dr. Mark A. Murrell,
Assistant Superintendent for High Schools

**Interlocal Agreement
Between
The University of Texas at Austin
and
Conroe ISD**

FOR THE 2026-2027 ONRAMPS PROGRAM

This Interlocal Agreement (Agreement) with an Effective Date of June 1, 2026, is entered on the Effective Date by and between Contracting Parties on pursuant to the authority granted in and in compliance with Chapter 791 of the Texas Government Code.

Contracting Parties:

Receiving Party: Conroe ISD (“CISD”)
3205 W Davis St
Conroe, TX 77304

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Performing Party: The University of Texas at Austin (“UT Austin”)
OnRamps
2616 Wichita St, Ste 101
Austin, TX 78712

WHEREAS, UT Austin and CISD are collaborating to offer high school students the opportunity to enroll in college courses while attending high school and simultaneously receive academic credits from UT Austin and their CISD high school(s).

WHEREAS, students will be able to participate in dual enrollment, distance education courses called OnRamps.

NOW THEREFORE, in consideration of the mutual promises herein contained, the Parties agree as follows:

1. Interlocal

The Texas Interlocal Cooperation Act, Government Code, §791.001, *et seq.* allows local governments and institutions of higher learning to contract with each other for governmental functions and services, including all or part of a function in which the Parties are mutually interested. This Agreement constitutes an “interlocal contract” within the meaning of and as authorized by the Texas Interlocal Cooperation Act. The purpose of the Agreement is to provide “governmental functions or services,” as therein defined. Each party represents it has authority to enter into the Agreement and does so by action of its governing body. To the extent any party pays for the performance of governmental functions or services, the party will make those payments from current revenues available to that party.

2. Nature of OnRamps

UT Austin and CISD enter into this Agreement to implement OnRamps by offering distance college courses through a dual-enrollment model, as well as high school teacher training and professional learning. OnRamps offers high school students the opportunity to earn high school credits from CISD and college credits from UT Austin through a distance education college course.

CISD and UT Austin will share the responsibility to implement OnRamps. By entering into this Agreement for the delivery of distance college courses, CISD becomes an active participant in ensuring the effectiveness and quality of the implementation of OnRamps at CISD.

3. Fees and Payments

Enrollment Fees:

The cost of the OnRamps course materials, technical support and course implementation support outlined in this Agreement for CISD will be defined on a per-student, per-course basis. The maximum 2026-2027 fee is \$60.10 per credit hour, or \$180.30 for each three-hour course, per student.

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CISD is paying a subsidized rate. Subject to available funding, during the 2026-2027 school year, the fee of \$180.30 per three-hour course per student is subsidized to \$149. Enrollment cost subsidies are paid for by OnRamps and applicable state appropriations. Private, parochial, and out-of-state schools are not eligible for the subsidized rate.

UT Austin may opt into the Financial Aid for Swift Transfer program annually which allows eligible students to enroll in OnRamps courses at no cost. UT Austin will determine opt in status annually in accordance with rules stated by Texas Higher Education Coordinating Board.

The OnRamps enrollment fee is assessed for each student registered in each OnRamps course on the enrollment census date which will be determined and communicated on or before June 1, 2026, including FAST opt-in status. The enrollment fee includes access to all course materials, technology tools, and credit eligibility evaluation. Refunds will not be given at the end of a course for any reason, including if a student does not earn or accept college credit in the course.

Professional Learning and Development (PLD) Fee:

The cost of OnRamps professional learning and development will be assessed on a per-teacher basis according to the fee schedule in Exhibit C, for teachers who are implementing one or more OnRamps courses at the beginning of the academic year. This fee includes professional learning and development services, course materials, technology tools, and technical assistance required for implementation during the entire term of this agreement, including Summer Professional Learning Institute (PLI), academic year PLIs, virtual conferences, learning modules, communities of practice, professional development assignments, and access to individual virtual coaching.

The Professional Learning and Development fee does not include lodging, transportation, or teacher substitute cost. If a PLI is held in person, a lodging fee may be charged in addition to the PLD fee.

CISD is responsible for paying within 30 days of receipt of any undisputed invoice.

All checks should be made payable to The University of Texas at Austin. Payments should be mailed and/or delivered to:

The University of Texas at Austin
OnRamps
2616 Wichita St, Ste 101
Mail Code: A7300
Austin, TX 78712

4. Scope of Work and Responsibilities

Responsibilities to implement OnRamps dual enrollment courses will be shared by CISD and OnRamps. CISD is an active participant in ensuring the effectiveness and quality of OnRamps implementation at its facilities. The Parties agree to provide the following, collectively referred to as the “Services.”

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4.1 Responsibilities of OnRamps

Enrollment and Records

- A. Provide an online registration process for high school students to enroll in OnRamps courses (as listed in Exhibit A fully incorporated by this reference) through the OnRamps student information system (OnRamps Portal).
- B. Maintain, as part of routine educational effectiveness evaluation at UT Austin, OnRamps student educational records, including registration, enrollment, orientation, and course evaluation data for purposes of administration, implementation, and improvement, including official reporting to UT Austin and CISD. OnRamps engages in additional data sharing with UT Austin departments as defined in the data sharing agreement between Parties, attached and incorporated herein.
- C. Record grades on UT Austin transcripts for students who earn and accept college credit for the distance college course.
- D. Support documentation of distance college course credit, including enrollment and non-enrollment confirmation letters and assistance in securing official transcripts.

Course Curriculum, Instruction, and Grading

- E. Provide UT Austin faculty and academic staff to develop and define college-level course materials and curriculum and assume oversight of distance college courses.
- F. Deliver instructional materials via distance education. All college course-related materials are developed by UT Austin faculty and academic staff or selected from open educational resources and will be available to the student through unique login in Canvas Learning Management System (Canvas LMS).

- G. Administer OnRamps distance college courses via a dual enrollment model. UT Austin faculty and academic course staff ensure comparability of distance college courses to campus-based courses and are approved by UT Austin Department Chairs and supported by Deans. All OnRamps students register for semester- or year-long courses.
- a. Semester-long and year-long course college enrollment information
 - i. Students must complete a series of required assignments and summative assessments as published in the college syllabus that are designed, designated, and evaluated by UT Austin faculty and college Instructors of Record to earn college credit.
 - ii. Students must earn a passing grade (D- or above) on the designated portion of the course determined by the UT Austin Instructor of Record to earn college credit in the OnRamps distance college course.
 - iii. Students who earn a passing grade (D- or above) in the college course may accept or decline their college credit.
 - iv. College credits earned and accepted by students are reported to the University Registrar for official transcription.
 - v. Students who accept college credit will have an official UT Austin academic record and eligibility to order a transcript showing the letter grade earned in the course.
- H. Provide technology and support services necessary for teaching and learning in OnRamps:
- a. Maintain servers operated by or hosted on OnRamps's web-based Canvas LMS.
 - b. Provide access and training on the Canvas LMS for every OnRamps student to access course content and instructional experiences.
 - c. Provide online and phone-based technical support to OnRamps teachers, students, and UT Austin faculty using the curriculum when that support is not provided through Canvas LMS.
 - d. Provide access to teleconference functions in Canvas LMS or other commensurate distance technology with consultants available to students for writing consultation related to distance college course writing assignments in Rhetoric courses.
 - e. Provide online access to pertinent student policies including the Academic Integrity process and policies, Family Educational Rights and Privacy Act (FERPA) Policy, accommodations, registration procedures, and college credit and transferability information.
 - f. Provide a student orientation module in Canvas LMS for all OnRamps courses that details OnRamps enrollment, student academic integrity, and FERPA rights.
 - g. Provide information regarding course curriculum and grading through the online syllabus for each course.
 - h. Provide information in the OnRamps Portal or through email notifications related to distance college course enrollment activities, including registration, credit status, and official transcript requests.

- i. Provide information on procedures for submitting and resolving complaints, grade appeals, information requests, and other inquiries related to participation in OnRamps.
- j. Provide students with appropriate access to academic advising and counseling resources and supports.

Professional Development and Support

- I. Deliver professional learning to CISD teachers who implement the OnRamps course. Teachers implementing an OnRamps course are required to participate in and complete all OnRamps professional learning and development program components.
 - a. 2026 Summer PLI will be delivered by OnRamps using distance education and virtual learning technologies. Summer PLI is required for all OnRamps high school teachers.
 - b. Academic year PLIs will consist of two one-day PLIs for new and returning participating teachers delivered virtually during the fall and spring semesters. CISD teachers are required to participate in and fully complete the one-day workshop during each semester in which the teacher delivers an OnRamps course, regardless of whether the course will be offered in the subsequent year.
 - c. Virtual conferences for implementing CISD new and returning teachers held up to eight times per year.
 - d. CISD teacher participants will be credited with continuing professional education hours for the hours of documented attendance.
- J. Deliver professional learning and development opportunities specific to administrative and counselor roles and functions to CISD administrators and high school counselors.
- K. Deliver in-person or virtual presentations and/or workshops to CISD staff and community members regarding the OnRamps program overview, implementation, and strategies for success based on advance scheduling and availability of OnRamps staff.
- L. OnRamps will hire and assign a designated qualified course lead for each course offered. The designated course lead will serve as the content expert and point of contact and support for the high school teacher.
- M. Provide ongoing, one-on-one feedback and guidance to the high school teacher.
- N. Provide virtual coaching access to each OnRamps high school teacher to support course implementation and enhance their professional practice.

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Institutional Effectiveness

- O. Provide feedback regarding course implementation to UT Austin faculty and academic staff, as well as CISD high school teachers and administrators. OnRamps will provide updates through regularly identified reporting schedules to the identified CISD Main Contact and, as needed, regarding the status of OnRamps course and professional learning and development implementation, based on regular review of data, including communication with the OnRamps CISD high school teacher(s) and student performance and engagement data.
 - a. OnRamps staff will inform CISD administration of any serious concerns regarding CISD or campus implementation of the OnRamps course pertaining

to quality and fidelity. If CISD implementation of the OnRamps course is deemed unsatisfactory, OnRamps reserves the right to deny the opportunity to offer the OnRamps course in the future or to require a replacement high school teacher.

- b. A CISD high school teacher deemed by OnRamps to be unsatisfactorily implementing the course will be given the opportunity to bring course implementation into alignment with OnRamps expectations and be provided individual coaching and support as available through the course staff, OnRamps PLIs, a community of practice, and ongoing communication. Should the high school teacher's implementation of OnRamps continue to be unsatisfactory or without improvement in OnRamps' sole discretion, OnRamps will notify CISD, who will use its best efforts to identify an alternate high school teacher, and CISD will work with OnRamps to continue implementation of the course with the alternate high school teacher. OnRamps reserves the right to deny any unsatisfactorily performing teacher the opportunity to offer the course in the future.
- c. Should OnRamps deem an OnRamps CISD high school teacher as not compatible with or not in the best interest of the OnRamps in OnRamps' sole discretion, OnRamps will notify CISD who will work with OnRamps to continue the course through an alternate teacher.
- d. Any person performing Services under this Agreement on behalf of OnRamps must be actively employed or eligible for employment by UT Austin and may not be on administrative or medical leave. UT Austin must comply with applicable criminal background check requirements for their respective faculty, staff, and employees performing Services under this Agreement. If UT Austin becomes aware that one of its faculty, staff, or employees performing Services does not meet these requirements, a representative of OnRamps must inform the CISD district contact.

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Location Student Participation, and Extended Student Absences

- P. OnRamps dual enrollment instruction will occur in the facilities of the high school campus with the designated high school Instructor who has completed OnRamps professional learning institute requirements.
- Q. All students in the class must be high school students enrolled in the OnRamps course.
- R. When the student is unable to attend school in the designated high school facility with a qualified and selected OnRamps high school Instructor, the student may continue in the online distance college course based on criteria provided in the Implementation Manual.

4.2 Responsibilities of CISD [subject to CISD policies and applicable law]

- A. Implement one or more OnRamps courses in accordance with this Agreement, the OnRamps Implementation Manual, and the OnRamps Technical Manual, which will be provided by OnRamps to District and are hereby incorporated by reference.
 - a. Assign a(n) CISD contact responsible for overseeing implementation of OnRamps high school course(s) and participating in meetings designated for CISD administration with OnRamps staff.
 - i. This CISD contact will provide up-to-date contact information for CISD and its campus administration. In the event there is a change in administration at CISD or at its campuses, the CISD contact will update the OnRamps Portal.
 - ii. This CISD contact will communicate registration timelines for campus administration and ensure required professional learning for a campus counselor focused on advising students and monitoring aspects of the implementation of OnRamps respective to their role.
 - b. OnRamps syllabi and course content may not be used to satisfy the requirements for third party evaluation, including Advanced Placement (AP) curriculum.
 - c. In the case of Introduction to Rhetoric: Reading, Writing and Research and Reading and Writing the Rhetoric of American Identities, the UT Austin Department of Rhetoric and Writing:
 - i. Prohibits the OnRamps courses from being offered as an AP English course.
 - ii. Requires a cap of 25 students per section with a limit of two (2) sections per teacher for a maximum of 50 students. Alternatively, a teacher may have 60 students distributed in three (3) or more sections. With approval, the cap of 60 students may be exceeded in exceptional circumstances at OnRamps' sole discretion.
- B. Recruit high school teacher(s) with appropriate qualifications to teach the OnRamps course(s), consistent with CISD policies.
 - a. Minimum requirements for all OnRamps CISD high school teachers include:
 - i. One (1) or more years of teaching experience in the relevant course or a higher-level course (e.g., calculus for pre-calculus).
 - ii. Completed annual OnRamps teacher application.
 - iii. Obtain a UT EID in order to access Canvas LMS, the OnRamps Portal, and other systems required for implementation of OnRamps. OnRamps will provide the designated OnRamps teacher privileged access to student information and other systems through the UT EID. OnRamps may suspend, terminate, or revoke OnRamps teacher access to its systems through the EID affiliation at OnRamps' sole discretion. The EID affiliation with OnRamps will be revoked if this agreement is terminated or if an OnRamps CISD high school teacher can no longer implement the course.
 - iv. Successful completion of required tasks before the start of Summer PLI, including, but not limited to, completion of FERPA training module provided by OnRamps. Tasks will be determined and shared by the OnRamps professional learning and development staff in advance of Summer PLI. CISD high school teachers approved on a conditional basis may be required to complete additional tasks. Any high school teacher who does not complete the required self-directed or Summer PLI tasks may not

be eligible to implement an OnRamps course. The decision to admit or deny such teacher and any accompanying conditions will be determined by the Director of Instructional Innovation and Implementation and Executive Director at their discretion.

- v. Attendance and successful completion of Summer PLI, all required academic year PLIs, monthly virtual conferences or learning modules, and professional development assignments.
 - 1. OnRamps CISD high school teachers must participate in the entire Summer PLI and complete all assigned work including pre-, during, and post-PLI.
 - 2. CISD teachers are required to participate in and fully complete both academic year PLIs in which the teacher delivers an OnRamps course, regardless of whether the course will be offered in the subsequent year. Each Fall and Spring PLI will provide six hours of continuing professional education hours, not to exceed eight hours.
 - 3. Instructors teaching spring-only courses will have a one-hour virtual learning event held in December to reinforce learning from the summer.
- vi. Review communication from OnRamps course staff in weekly newsletters and respond accordingly to routine requests.
- vii. Adhere to guidelines regarding OnRamps course content intellectual property. CISD is responsible for informing teachers that they do not have a license to use any OnRamps provided materials outside of the scope of this agreement.
- viii. Deliver OnRamps instructional materials through the OnRamps instance of Canvas LMS or designated platforms as specified in the OnRamps Technology Manual.
- b. Additional requirements for OnRamps returning CISD teachers include:
 - i. Successful implementation of OnRamps course during the previous academic year according to requirements under section D below.
- C. Ensure OnRamps CISD high school teachers and students have the necessary resources to implement OnRamps with fidelity, including, but not limited to:
 - a. Daily access to the OnRamps Portal and Canvas LMS. Participating CISD campuses will work with the OnRamps support team to ensure their campus and students can fully access the OnRamps Portal and Canvas LMS.
 - b. Access to computer, internet, and URLs in approved allow lists, as specified by OnRamps, and adhere to requirements outlined in the most recent OnRamps Technology Manual.
 - c. Scheduled access to technology that meets the specifications defined by OnRamps for each course. This includes regular in-class and out-of-class, one-to-one (1:1) access to computers and the internet to view materials and complete and submit assignments, quizzes, tests, and exams, and the following technology for specific course implementation (as applicable).
 - d. Graphing calculators or graphing calculator functions as specified in the most recent OnRamps Technology Manual.
 - e. Audio/visual projection and/or whiteboard.

- f. Copy/scanning services to duplicate some course materials and distribute to students in the OnRamps course and upload assignments.
 - g. Required lab materials for BIO 106M, CH 104M, CH 104N, GEO 302E, and PHY 102M.
 - h. The Biology and Chemistry course(s) must be offered in a lab setting that meets the Texas Education Agency standard with minimal viable components including an eyewash station, vent hood, and equipment required for student implementation of the lab course including use and disposal of the required chemical list.
- D. Ensure OnRamps CISD high school teachers implement OnRamps with fidelity, including the following requirements:
- a. Adhere to Texas Administrative and Education Code, including the Educators' Code of Ethics (19 TAC Chapter 247).
 - b. Ensure students complete the OnRamps registration process and student orientation, including creating a UT EID, and creating a profile and registering in the OnRamps Portal, within the first three weeks of school.
 - c. Administer and facilitate OnRamps-required assignments and assessments without alteration through the OnRamps instance of Canvas LMS.
 - d. Use Canvas LMS to assign and grade high school work as specified by OnRamps.
 - e. Participate in professional learning and development activities, including Summer PLI, academic year PLIs, video conferences, learning modules, communities of practices and uploads of classroom video, and ongoing opportunities during each semester in which they teach the OnRamps course. To facilitate teacher participation in the academic year PLIs, CISD agrees to pay the cost of substitute teachers for the days the teacher will attend the academic year PLIs.
 - f. Maintain regular communication via email, phone, video web conferencing, etc. with OnRamps course staff regarding the success and challenges of implementation, responding in a timely manner to requests for information.
 - g. Notify OnRamps of CISD high school teacher absences of five or more consecutive class days or of teacher resignations using the provided form in the case when the teacher cannot self-report.
- E. Ensure students register for OnRamps courses to meet OnRamps requirements, including:
- a. Recruit, advise, and approve students to participate in OnRamps courses.
 - b. Designate employee(s) responsible for providing academic advising to students enrolled in OnRamps courses prior to the start of the course.
 - c. Ensure students enrolled in OnRamps meet the minimum academic requirements for each course as shown in Exhibit A.
 - d. Ensure students complete the OnRamps registration process and student orientation, which includes creating a UT EID, and creating a profile and registering in the OnRamps Portal, within the first three weeks of school.
 - e. The student and, if the student is under 18 years of age at the time of registration, the student's parent or guardian shall acknowledge and consent the

student is enrolling in a college course with the opportunity to earn college credit.

- F. Ensure accuracy of OnRamps student information, including:
 - a. Ensure student rosters accurately reflect students enrolled in OnRamps courses on the OnRamps census dates in fall and spring.
 - b. Submit student state IDs and educationally disadvantaged status in accordance with the communicated timeline.
 - c. Submit high school grades in accordance with the data sharing agreement schedule.
- G. Any person performing Services under this Agreement on behalf of CISD must be actively employed or eligible for employment by CISD and may not be on administrative leave. CISD must comply with applicable criminal background check requirements for their respective faculty, staff, and employees performing Services under this Agreement. If CISD becomes aware that one of its faculty, staff, or employees performing Services does not meet these requirements, the district contact, who oversees the OnRamps program, must inform OnRamps within 24 business hours and provide information about the incident as it pertains to OnRamps students and implementation.

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5. Summer PLI Teacher Registration and Attendance

- A. CISD high school teachers are required to register for Summer PLI **two weeks prior** to the start of the selected synchronous Summer PLI session. Late registration will be accommodated at the discretion of the Executive Director or designee.
- B. New OnRamps CISD high school teachers must complete all components of Summer PLI including prerequisite self-directed modules, synchronous sessions, and compliance modules. New OnRamps high school teachers are defined as those who are implementing an OnRamps course for the first time or for the first time after more than one year of absence.
 - a. The CISD teacher assigned to the course **must** successfully complete the New Instructor Summer PLI experience at least once, in its entirety, before implementing an OnRamps course for the first time. If the teacher continues to offer the course in subsequent years, they are required to attend the Returning Instructor Summer PLI for each subsequent year they implement that course. If a teacher is assigned to implement a new OnRamps course in addition to their current OnRamps course, the instructor must complete the New Instructor Summer PLI for the new course.
- C. Cancellation policy:
 - a. If a high school teacher registers for Summer PLI and is unable to attend, the teacher must communicate this change to the OnRamps Professional Learning and Development team via OnRamps Support in writing at least one week prior to the start of the Summer PLI session for which the Instructor is registered. The district contact may coordinate with OnRamps to identify an appropriate replacement.
 - b. Teachers who miss more than 20% of Summer PLI may be required to complete additional activities during the academic year to maintain eligibility to implement the OnRamps course.

c. If a high school teacher attends Summer PLI, and the course for which the teacher is trained is not offered for the school year, CISD materials provided to CISD for the course must be returned to OnRamps within 30 days.

6. Educational Records and Data Sharing

- A. CISD and OnRamps create, maintain, and manage their own educational records for students and teachers. OnRamps maintains all educational records created as a result of OnRamps consistent with FERPA, as well as applicable UT Austin policy defined in Appendix C, Chapter 9 of the General Catalog of UT Austin, subchapter 9-100 through 9-400, and any applicable law. In order to provide OnRamps and related services to CISD and for CISD's accountability reporting purposes, OnRamps requires specific student information from CISD. All such records are provided the same security as those outlined in this section 6.C, section 7, and the Data Sharing Agreement, and will not be sold or shared with external sources except as allowed by law. See Exhibit B Data Sharing Agreement which sets terms and conditions for the exchange by the Parties of data needed to support OnRamps.
- B. Following UT Austin's Institutional Review Board standards and policy, as applicable, OnRamps may obtain and maintain data and/or feedback about student and teacher experiences with OnRamps for the purpose of understanding outcomes and OnRamps improvements.
- C. For legitimate educational interests, OnRamps will facilitate the exchange of information among institutions, OnRamps high school teachers, OnRamps faculty and staff, and CISD contacts 1) pertaining to students' progress toward the opportunity to earn college credit; 2) to verify student accommodations under IDEA and/or Section 504; 3) to facilitate early intervention and support student success; 4) pertaining to whether college credit is earned, accepted, and/or declined; 5) to facilitate accurate recordkeeping; and 6) to address academic integrity issues. If either party obtains access to CISD and/or UT Austin records or record systems protected under FERPA, each party agrees to adhere to the provisions of FERPA. While in possession of FERPA records and data, only persons authorized to access the student data related to OnRamps will be granted access consistent with FERPA.

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7. Governmental Function, Immunity, Record Protection, and Criminal History

The Parties agree that the performance of this Agreement is for the purpose of performing governmental functions and that, in all things related to this Agreement, Parties are performing governmental functions as defined by the Texas Interlocal Cooperation Act. Nothing herein or in the performance of this Agreement shall be construed as a waiver of sovereign/governmental immunity or similar rights. Parties agree that neither party waives any immunity or defense that would otherwise be available to it pursuant to the Texas Tort Claims Act or other applicable statutes, laws, rules or regulations against claims arising from the exercise of its powers or functions. No provision of this Agreement that imposes an obligation or restriction on CISD or UT Austin not otherwise permitted by applicable law shall be enforceable. Records relating to this Agreement may be subject to disclosure

pursuant to the Texas Public Information Act, Section 552.001 et. seq. of the Texas Government Code.

Each party agrees that if it received information or records concerning any student, it shall not disclose the same except as permitted by the Family Educational Rights and Privacy Act a/k/a FERPA (20 U.S.C. 1232(g)). FERPA is specifically referenced in the Texas Public Information Act as an exception to records that are subject to disclosure to the public (Texas Government Code 552.001 et seq.).

8. Indemnity

The Parties expressly agree that, except as provided herein, no party shall have the right to seek indemnification or contribution from the other party for any losses, costs, expenses, or damages directly or indirectly arising, in whole or part, from this Agreement.

9. Term and Termination

This Agreement is effective on June 1, 2026, no matter the date fully executed by both Parties and covers a period beginning June 1, 2026 and ending August 31, 2027. This Agreement cannot be renewed or extended.

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Either party may, without penalty, terminate this Agreement at the end of any budget period of such party during the term if funds required to fulfill this Agreement have not been appropriated, and with written notice to the other party. Such notice shall be effective thirty (30) calendar days from the date of receipt.

Either party may terminate this Agreement without cause upon thirty (30) days' advance written notice of termination to the other party. CISD agrees any amounts owed for Services rendered through the termination date and properly invoiced will be promptly paid upon notice of termination and in accordance with the provisions of Chapter 2251, Texas Government Code.

10. Ownership of Intellectual Property

UT Austin and OnRamps shall solely own all intellectual property rights in or relating to OnRamps, including all written materials, study guides, course materials, syllabi, and assessments prepared under OnRamps ("Materials"). Intellectual property rights means any rights or titles to inventions, discoveries, concepts, methods, processes, data, trade secrets, branding, trademarks, copyrights, computer programs and related documentation, or works of authorship fixed in a medium of expression of any kind whether or not patentable, copyrightable, or eligible for registration as a trademark, as well as applications for any such rights. There are no implied licenses; CISD agrees and understands that it may not copy, modify, share, distribute, or display any Materials without the prior written permission of UT Austin and OnRamps.

11. Contractual Relationship

Nothing contained herein shall be construed as creating an employer/employee relationship, a partnership, a joint venture or joint obligations between the Parties. Each party retains the

right to conduct its business as it sees fit. The Parties shall, at all times, be deemed independent contractors/entities.

12. Notice to Parties

Except as otherwise provided by this Section, notices, consents, approvals, demands, requests or other communications provided or permitted under this Agreement, will be in writing and will be sent via certified mail, hand delivery, overnight courier, facsimile transmission (to the extent a facsimile number is set forth below), or email (to the extent an email address is set forth below) as provided below, and notice will be deemed given 1) if delivered by certified mail, when deposited, postage prepaid, in the United States mail, or 2) if delivered by hand, overnight courier, facsimile (to the extent a facsimile number is set forth below) or email (to the extent an email address is set forth below), when received:

CISD at:

Conroe ISD
3205 W Davis St
Conroe, TX 77304

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UT Austin at:

The University of Texas at Austin
Business Contracts Office
1616 Guadalupe St, Ste 3.304
Mail Code D9900
Austin, TX 78701
Attn: Business Contracts Administrator

With a copy to:

OnRamps
2616 Wichita St, Ste 101
Mail Code: A7300
Austin, TX 78712
Email: sp.contracts@austin.utexas.edu

or such other address as later provided by a party through written notice to the other party.

13. Venue; Governing Law

This Agreement, all of its terms and conditions, all rights and obligations of the Parties, and all claims arising out of or relating to this Agreement, will be construed, interpreted and applied in accordance with, governed by and enforced under, the laws of the State of Texas.

14. Mutual Negotiation

This Agreement has been prepared at the joint request, direction, and construction of the Parties, at arms' length, and shall be construed without favor to any party.

15. Amendment and Assignment

Any changes to this Agreement may only be made by mutual written agreement of the Parties. This Agreement may not be assigned by either party without the express written consent of the other party. Any attempt to assign without such consent shall be void, and shall be deemed a material breach of this Agreement.

16. Entire Agreement; Modifications

This Agreement supersedes all prior agreements, written or oral, between Performing Party and Receiving Party and will constitute the entire agreement and understanding between the parties with respect to its subject matter. This Agreement and each of its provisions will be binding on the parties, and may not be waived, modified, amended or altered, except by a writing signed by Receiving Party and Performing Party.

17. State Auditor's Office

Contracting Parties understand acceptance of funds under this Agreement constitutes acceptance of authority of the Texas State Auditor's Office or any successor agency (Auditor), to conduct an audit or investigation in connection with those funds (ref. Sections 51.9335(c), 73.115(c) and 74.008(c), Education Code). Contracting Parties agree to cooperate with Auditor in the conduct of the audit or investigation, including providing all records requested. Contracting Parties will include this provision in all contracts with permitted subcontractors.

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18. Severability

If any one or more of the provisions of this Agreement will for any reason be held to be invalid, illegal, or unenforceable in any respect, that invalidity, illegality or unenforceability will not affect any other provision, and this Agreement will be construed as if the invalid, illegal, or unenforceable provisions had never been included.

19. Survival

A party shall remain obligated to the other party under all clauses of this Agreement that expressly or by their nature extend beyond the expiration or termination of this Agreement.

20. Cybersecurity Training Program

During the term and any renewal of this Agreement, each party shall comply with Texas Government Code Chapter 2054 concerning cybersecurity for state agencies and local government, and to the extent applicable verify compliance to the other party.

21. Access by Individuals with Disabilities

Performing Party represents and warrants (**EIR Accessibility Warranty**) the electronic and information resources and all associated information, documentation, and support Performing Party provides to Receiving Party under this Agreement (**EIRs**) comply with applicable requirements set forth in 1 TAC Chapter 213 and 1 TAC Section 206.70 (ref. Subchapter M, Chapter 2054, Texas Government Code). To the extent Performing Party becomes aware the EIRs, or any portion thereof, do not comply with the EIR Accessibility Warranty, then Performing Party represents and warrants it will, at no cost to Receiving Party, either 1) perform all necessary remediation to make EIRs satisfy the EIR Accessibility Warranty or 2) replace the EIRs with new EIRs that satisfy the EIR Accessibility Warranty. If Performing

Party is unable to do so, Receiving Party may terminate this Agreement and, within thirty (30) days after termination, Performing Party will refund to Receiving Party all amounts Receiving Party paid under this Agreement.

Performing Party will provide all assistance and cooperation necessary for the performance of accessibility testing conducted by Receiving Party or Receiving Party's third party testing resources as required by 1 TAC Section 213.38(g).

22. Payment of Debt or Delinquency to the State

Pursuant to Sections 2107.008 and 2252.903, Government Code, any payments owing to Performing Party under this Agreement may be applied directly toward any debt or delinquency Performing Party owes the State of Texas or any agency of the State of Texas, regardless of when it arises, until paid in full.

23. Signatory Representations

Receiving Party represents and warrants that it has all necessary power and has received all necessary approvals to execute and deliver this Agreement, and the individual executing this Agreement on behalf of Receiving Party has been duly authorized to act for and bind Receiving Party.

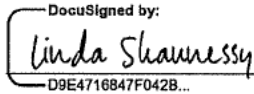
72

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives as shown below.

Receiving Party
Conroe ISD

Performing Party
The University of Texas at Austin

Signature: _____

Signature:  _____
D9E4716847F042B...

Name: Misty Odenweller

Name: Linda Shaunessy

Title: Conre ISD Board President

Title: Associate VP for Business Contracts

Date: _____

Date: 2026-05-18 | 19:09:04 PDT

**Exhibit A
OnRamps Courses**

OnRamps Course	UT Austin Course Code(s)	Credit Hours	Texas Core Curriculum Code	TCCNS Equivalency	High School Prerequisite	Crosswalked Courses (H.S. Course Code)
Foundations of Arts and Entertainment Technologies	AET 304	3	050	N/A	Graphic Design recommended	Audio/Video Production II (13008600)
Introductory Biology I + Lab for Introduction to Biology I	BIO 311C BIO 106M	3 lecture 1 lab	030	BIOL 1306 BIOL 1106	Biology + Chemistry	Scientific Research and Design I, II or III (13037200, 13037210, or 13037220)
Principles of Chemistry I (Lecture) + Introduction to Chemical Practices I (Lab)	CH 301 CH 104M	3 lecture 1 lab	030	CHEM 1311 CHEM 1111	Algebra I	Chemistry (03040000)
Principles of Chemistry II (Lecture)+ Introduction to Chemical Practices II (Lab)	CH 302 CH 104N	3 lecture 1 lab	030	CHEM 1312 CHEM 1112	OnRamps Chemistry I + Lab, AP Chemistry or equivalent	Scientific Research and Design I, II or III (13037200, 13037210 or 13037220)
College Algebra	M 301	3	N/A	MATH 1314	Algebra I required, Geometry recommended	Algebra II (03100600)
Computer Science: Thriving in Our Digital World	C S 303E	3	093	N/A	Algebra I	Computer Science I (03580200)
Introduction to Economics	ECO 304K	3	080	ECON 2302	Algebra II recommended (or concurrent enrollment)	Economics with Emphasis on the Free Enterprise System and Its Benefits (03310300)

OnRamps Course	UT Austin Course Code(s)	Credit Hours	Texas Core Curriculum Code	TCCNS Equivalency	High School Prerequisite	Crosswalked Courses (H.S. Course Code)
Earth, Wind, and Fire: An Introduction to Geoscience	GEO 302E	3	030	N/A	Biology or IPC required, Chemistry recommended (or concurrent enrollment)	Earth Systems Science (03060150)
Mechanics, Heat, and Sound + Lab for Mechanics, Heat, and Sound	PHY 302K PHY 102M	3 lecture 1 lab	030	PHYS 1301 PHYS 1101	Algebra I and Geometry required, Algebra II or Precalculus recommended	Physics (03050000)
Electromagnetism, Optics, and Nuclear Physics	PHY 302L	3	030	PHYS 1302	TEKS-based Physics, Algebra II and Geometry required; Physics I (OnRamps or Honors/AP/DC) or Precalculus recommended	Scientific Research and Design I, II or III (13037200, 3037210 or 74 13037220)
Discovery Precalculus: Preparation for Calculus	M 305G	3	020	MATH 2312	Algebra II and Geometry	Precalculus (03101100)
Introduction to Rhetoric: Reading, Writing, and Research	RHE 306	3	010	ENGL 1301	English I and II	English III (03220300) English IV (03220400)
Reading and Writing the Rhetoric of American Identities	RHE 309J	3	010	ENGL 1302	English I and II	English III (03220300) English IV (03220400)
Elementary Statistical Methods	SDS 301	3	020	MATH 1342	Algebra I required, Algebra II recommended	Statistics (03102530)
Issues and Policies in American Government	GOV 312L	3	070	GOVT 2302	U.S. History (or concurrent enrollment)	U.S. Government (03330100)
United States, 1492-1865	HIS 315K	3	060	HIST 1301	English I and English II (or concurrent enrollment)	U.S. History (03340100)
United States Since 1865	HIS 315L	3	060	HIST 1302	English I and English II (or concurrent enrollment)	U.S. History (03340100)

Exhibit B
Data Sharing Agreement

DATA SHARING AGREEMENT
BY AND BETWEEN
Conroe ISD
AND
ONRAMPS
AT THE UNIVERSITY OF TEXAS AT AUSTIN

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Pursuant to this Data Sharing Agreement and underlying Interlocal, Conroe ISD agrees to provide individual student-level data to OnRamps at The University of Texas at Austin (UT Austin) for the purpose of implementing, billing, and evaluating the OnRamps dual enrollment program and informing OnRamps students of academic opportunities at UT Austin. CISD hereby appoints OnRamps as a legitimate educational official of CISD in accordance with the Family Educational Rights and Privacy Act (FERPA). Likewise, OnRamps hereby appoints CISD as a legitimate educational official of OnRamps in accordance with FERPA. OnRamps agrees to provide individual student-level data to CISD for the purpose of evaluation, accountability, and student record-keeping. The terms of this Data Sharing Agreement are in effect until August 31, 2027 unless terminated in writing by one or both Parties.

1. Data type and exchange timeline

CISD Designee for Student Data and OnRamps will coordinate data exchange for all OnRamps participants for the 2026-2027 academic year, as follows:

Responsible Party	Time Period	Type of Data
OnRamps	August 2026 – July 2027	<p>Throughout the academic year OnRamps will provide information about student enrollments and performance through OnRamps Portal. Access to the OnRamps Portal will be limited to pre-identified campus and CISD personnel who must obtain a UT Electronic Identification and password in order to access the portal.</p> <p>The following enrollment and performance data is provided throughout the academic year, as information becomes available.</p> <ul style="list-style-type: none"> • Course enrollments

		<ul style="list-style-type: none"> • Interim Course Performance • Final letter grade • Credit decision (credit accepted or declined) • University transcript grade • Student qualifying status for Financial Aid for Swift Transfer (FAST) • Student qualifying status for accommodations under IDEA or Section 504 • Student orientation completion status
OnRamps	August 2026 – May 2027	Throughout the year, OnRamps will provide information about student engagement and performance through the OnRamps Data Dashboard. Access to the OnRamps Data Dashboard will be limited to one representative from CISD, Personnel who are granted access to the OnRamps Data Dashboard may be required to complete additional steps to ensure security requirements are met.
CISD	September 2026 – May 2027	<p>CISD will provide Student State IDs for all enrolled students. This 10-digit numeric data element TX-UNIQUE-STUDENT-ID in the <u>Texas Education Data Standards (TEDS)</u> is used for data reporting and invoicing purposes, including identifying students as FAST eligible and CCMR accountability.</p> <p>Using the Student State IDs, the Texas Higher Education Coordinating Board (THECB) and Texas Education Agency (TEA) identifies students who are eligible the FAST program. District-level data may be exchanged for the purpose of identifying students as eligible for the FAST program based on their current year educationally disadvantaged status.</p> <ul style="list-style-type: none"> • TEA-assigned TX-UNIQUE-STUDENT-ID (StudentUnique ID) • Current year status as educationally disadvantaged (code 01, 02, or 99 in the PEIMS data element “EconomicDisadvantage”)
CISD	May 2027 – July 2027	<p>In order for OnRamps to engage in ongoing learning about student experiences, high school grades are exchanged:</p> <ul style="list-style-type: none"> • High school grade in OnRamps course, semester 1 • High school grade in OnRamps course, semester 2 • High school grade in OnRamps course, cumulative

2. Data protection

All data will be exchanged using secure systems and in an encrypted, password protected electronic format by CISD and OnRamps.

OnRamps endeavors that in all reports, electronic or otherwise, derived from information made available under this Data Sharing Agreement, all data shall be aggregated in such a way that no individual will be identified directly or by deduction. OnRamps further endeavors that the data elements will not be released to a third party without written parental or student (as applicable) consent.

While in possession of this data, both Parties shall permit access only to employees and contractors authorized to assist in the implementation or evaluation of OnRamps or other UT Austin program to have access to the data. Both Parties agree to store the data in an encrypted format, in a secure area and to prevent unauthorized access.

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UT Austin will return to CISD and/or destroy all personally identifiable data when the study is complete.

3. Information shared with TEA

- Rosters of individual students, including student state ID, for students who complete an OnRamps course for the purpose of calculating state accountability and other required state performance reporting and metrics.

4. Information shared with THECB

- Rosters of individual students, including student state ID, for all students enrolled in an OnRamps course at fall or spring census to determine student eligibility for Financial Aid for Swift Transfer (FAST).

5. Data and Information shared with Districts that opt-in for Teacher Incentive Allotment (TIA)

- Districts may elect to implement OnRamps pre- and post-assessments for the purpose of Teacher Incentive Allotment (TIA) program participation. Districts that opt to use OnRamps developed assessments will exchange data with OnRamps for this purpose.

Exhibit C
OnRamps Teacher Professional Learning and Development Fee Schedule

Pursuant to Section 3, the following per-teacher fee will be assessed at the beginning of the academic year. A professional learning and development fee will be assessed for teachers who are implementing one or more OnRamps courses . Individual situations not described below will be evaluated on a case-by-case basis.

OnRamps teachers may only implement a maximum of two unique 3-hour courses in the same semester.

Instructor Status	Status Description	PLD Fee Assessed
New	The Instructor is implementing the course for the first time in the current academic year or is teaching the same course after a gap of more than one year.	\$550
Returning	The Instructor is implementing the same course for the second consecutive year or more.	\$250
New Additional Course	The Instructor is implementing one course for the first time in the current academic year AND is implementing an additional course or courses for the second consecutive year or more	\$550 No fee is charged for the implementation of the additional course(s).
Returning Additional Course	The Instructor is implementing two or more courses for the second consecutive year or more.	\$250 No fee is charged for the implementation of the additional course(s).

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Certificate Of Completion

Envelope Id: CDD867E5-D848-83D4-80AA-FFD881A5EDDB	Status: Delivered
Subject: Signature request on Contract Conroe ISD - OnRamps (26-27)	
Source Envelope:	
Document Pages: 21	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	UT Business Contracts
Time Zone: (UTC-06:00) Central Time (US & Canada)	1 University Station
	Austin, TX 78712
	vpcfo.contracts@austin.utexas.edu
	IP Address: 35.170.89.44

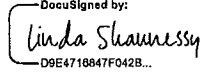
Record Tracking

Status: Original	Holder: UT Business Contracts	Location: DocuSign
5/18/2026 1:45:55 PM	vpcfo.contracts@austin.utexas.edu	

Signer Events

Linda Shaunessy
 lis236@eid.utexas.edu
 Associate Vice President for Business Contracts
 University of Texas at Austin
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 D9E4719847F042B...
 Signature Adoption: Pre-selected Style
 Using IP Address: 136.49.131.176
 Signed using mobile

Timestamp

Sent: 5/18/2026 1:48:19 PM
 Viewed: 5/18/2026 9:08:55 PM
 Signed: 5/18/2026 9:09:04 PM

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Electronic Record and Signature Disclosure:

Sent: 5/18/2026 9:09:05 PM
 Viewed: 5/19/2026 8:28:49 AM

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Melissa Mitchell
 mmm9748@eid.utexas.edu
 Sr. Procurement & Contracts Specialist
 Security Level: Email, Account Authentication (None)

COPIED

Sent: 5/18/2026 9:09:05 PM

Electronic Record and Signature Disclosure:
 Not Offered via Docusign

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/18/2026 1:48:19 PM
Certified Delivered	Security Checked	5/19/2026 8:28:49 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

Consider and Approve Interlocal Agreement Between Choice Partners and Conroe ISD Child Nutrition Department for 2026-2027

Action Item

Consider and approve an Interlocal Agreement with Choice Partners for cooperative purchasing in accordance with Texas Government Code, Chapter 791, and Texas Education Code, Section 44.031.

Recommendation

That the Conroe Independent School District Board of Trustees authorize the District to enter into an Interlocal Agreement with Choice Partners for cooperative purchasing, as submitted by Mrs. Karen Patterson, Director of Child Nutrition, and Mr. Brian Broussard, Director of Purchasing, and as recommended by Dr. David Vinson, Superintendent of Schools.

Explanation

Texas Education Code §44.031(a)(4) authorizes school districts to utilize interlocal contracts as an approved procurement method for the purchase of goods and services. Additionally, the Interlocal Cooperation Act (Texas Government Code, Chapter 791) and Texas Local Government Code, Chapter 271, Subchapter F, encourage governmental entities, including public school districts, to participate in cooperative purchasing programs to increase efficiency, streamline procurement processes, and achieve cost savings.

Choice Partners is a cooperative purchasing program that competitively solicits and awards contracts in compliance with state procurement requirements. Participation in this cooperative will provide the District with access to competitively awarded contracts for goods and services, allowing the District to obtain best-value purchasing opportunities while maintaining compliance with applicable purchasing laws and regulations.

Policy Reference: Legal and Local Board Policy CH

Recommended by:

Dr. David Vinson
Superintendent of Schools

Submitted by:

Karen Patterson
Director of Child Nutrition

Brian Broussard
Director of Purchasing



Choice Partners Cooperative 2026-2027 PARTICIPATION AGREEMENT

Conroe ISD Child Nutrition

Conroe ISD Child Nutrition (*School District Name/Entity*), commits to participating in the below selected Food/Cafeteria-Related Contracts with Choice Partners Cooperative for the **2026-2027 school year**.

1. Choice Partners (CP) is a cooperative purchasing organization under Harris County Department of Education (HCDE), a governmental entity and county school district.
2. Choice Partners (CP) formally procures these RFPs on behalf of all participating Co-op members.
3. CP contracts may only be used by governmental entities and/or nonprofit organizations that are CP members.
4. CP may allow for the addition of new members depending upon whether this addition would cause a material change (as the term is defined by TDA/USDA rules and regulations) to the original contract.
5. CP contracts are awarded by the HCDE (Harris County Dept of Ed) governing board of trustees.
6. All Procurement has been and will be conducted according to EDGAR/2 CFR 200/Uniform Guidance, TDA and USDA regulations.
7. All Co-op members have access to our website (www.choicepartners.org). The CP website contains all documentation demonstrating CP's compliance with applicable laws, rules, and regulations, including, but not limited to, pricing/order guides, child nutrition labels, and due diligence files for Procurement Reviews and/or Annual Reviews (which include copies of the RFP, vendors' proposals, CP's independent estimate and cost price analysis, EDGAR certifications, etc.) administered by TDA.
8. Finalized documents are posted to the CP website and are available to members upon login.
9. There is no charge to members to join CP and no charge to members to use CP contracts.
10. The total cost of the HCDE/CP cooperative program is funded through the HCDE/CP Administrative Fees paid to HCDE/CP by awarded Vendors. Each RFP states the following: the HCDE/CP Fee must not be charged to CP members; the HCDE/CP Administrative Fee is expressly separate from and is not a part of the pricing paid by CP members; the HCDE/CP Administrative Fee is paid exclusively by the awarded Vendors and must not be passed on or charged to CP members by the Vendor; all pricing from any contract awarded pursuant to the RFP is fixed pricing; no pricing structure that charges the cost of the product or service plus a percentage of cost is allowed; and all rebates, discounts, and other applicable credits from awarded Vendors shall accrue exclusively to CP members. The HCDE/CP Administrative Fees are collected monthly (and in some instances, quarterly) from awarded Vendors and are used to cover administrative costs of the HCDE/CP cooperative program, including, but not limited to, costs associated with purchasing on behalf of CP members, trainings, providing required documentation, legal fees, and the like. CP operates a rebate program, CHOICE CA\$H, that provides CP members the opportunity to receive rebates across all awarded CP contracts. HCDE/CP annually provides documentation to each entity of its rebate(s); applicable federal laws and regulations, including, without limitation, Texas Department of Agriculture rules, may require that your entity classify an appropriate portion of the rebate funds to the pertinent departments/budgets. HCDE/CP does not collect any HCDE/CP Administrative Fee for USDA Foods; CP does not collect any credits, rebates, or discounts of USDA Foods.
11. Each CP member is required to complete this **Participation Agreement** if they wish to purchase from any of these bids during the agreement timeline.

By committing to participate with Choice Partners Co-op, I understand and agree to the following:

(Please acknowledge by checking each box)



My school/district/entity must have a signed Interlocal Agreement with HCDE/Choice Partners Cooperative.



My school/district/entity's historical purchases and estimated quantities for the upcoming year will be used in CP's procurement and contract renewal process and my exit from this contract before the committed agreement time period (12 months) could result in a "material change" of the original bid.



I am authorized to enter into this agreement on behalf of the above-listed school/district/entity.



I have also read, understand, and agree to the roles and responsibilities detailed below:



Choice Partners Cooperative 2026-2027 PARTICIPATION AGREEMENT

Choice Partners Cooperative's Roles and Responsibilities:

- Provide for the organizational and administrative structure of the cooperative purchasing program.
- Provide training and ongoing technical assistance as needed for all CP members.
- Receive quantity estimates from CP members & current awarded vendors and prepare appropriate quantity totals by items.
- Conduct competitive procurements and administer contracts, including renewals, and implement procurement activities in compliance with applicable state and federal procurement guidelines, including, without limitation, conducting an independent estimate and cost/price analysis for each procurement/contract.
- Send RFP invitations to all vendors and/or brokers, when applicable.
- Negotiate pricing and award contracts to responsive vendors.
- Maintain CP website with up-to-date information and documentation for CP members' review.
- Collect HCDE/CP Administrative Fees from awarded Vendors and use the Fees to cover administrative costs of the HCDE/CP cooperative program,
- Operate a rebate program, CHOICE CA\$H, that provides CP members the opportunity to receive rebates across all awarded CP contracts and annually distribute rebates to participating CP members.
- Host an annual nutrition and product expo for members and select students to attend.
- Undertake applicable roles and responsibilities imposed on cooperatives as outlined by TDA.

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School/District/Other Entity roles and responsibilities:

- Ensure they have a signed, valid Interlocal Agreement/Participation Agreement on file with HCDE/CP.
- Timely provide CP with forecasting for all CP purchases desired for SY26-27, as requested by assessing the following factors: past purchases, current prices and trends, student enrollment (current and projected), student average participation (current and projected), future campus realignment including new schools, available and future product storage, velocity reports, planned changes specific to products, and established schedule of purchasing.
- Maintain confidentiality of information discussed at bid evaluation/procurement meetings.
- Manage the contract(s) by ensuring that the awarded vendors perform in accordance with the terms and conditions, and specifications and/or technical requirements of their contracts and/or purchase orders.
- All members are responsible for ensuring the cooperative operates in accordance with USDA Procurement standards. Individual members will not use Child Nutrition Program funds to pay invoices for goods or services that were improperly procured.
- Accept shipments of products ordered from vendors in accordance with standard purchasing procedures.
- Communicate regularly with CP staff to submit requests, report discrepancies, and respond to all related email correspondence in a reasonable timeframe.
- Utilize purchased products in a timely manner; give plenty of notice to vendors when menu changes have been made.
- Submit the appropriate documentation to CP for approval when new items are requested to be added to a particular bid.
- Pay vendor(s) within an acceptable time frame for all goods and services, in accordance with applicable law.

****PLEASE SELECT FROM THE FOLLOWING OPTIONS WHICH CONTRACTS YOU PLAN ON UTILIZING FOR THE UPCOMING SCHOOL YEAR:**



Choice Partners Cooperative 2026-2027 PARTICIPATION AGREEMENT

RFP	CURRENT AWARDED VENDORS	PLEASE CHECK WHICH CP CONTRACTS YOU WILL BE UTILIZING FOR SY 26-27?
APPAREL AND FOOTWEAR FOR FOOD SERVICE 24/044TP	SHOES FOR CREWS	<input type="checkbox"/>
	SR MAX	<input type="checkbox"/>
	THE HAPPY CHEF	<input type="checkbox"/>
BOTTLED DRINKING WATER, COOLERS & OTHER BEVERAGE RELATED PRODUCTS 25/020AK	BLUE TRITON BRANDS	<input type="checkbox"/>
	THE MASTERS DISTRIBUTION SYSTEMS	<input type="checkbox"/>
CAFETERIA TRADES 23/019TP	RADIUS DESIGN WORKS	<input type="checkbox"/>
	THE EDU SOURCE CORP.	<input type="checkbox"/>
CHEMICAL PRODUCTS AND SERVICES 22/037TP	ARMSTRONG REPAIR CENTER	<input checked="" type="checkbox"/>
	AUTO-CHLOR SERVICES	<input type="checkbox"/>
	ECOLAB INC.	<input type="checkbox"/>
	SEATEX LLC	<input type="checkbox"/>
	SFSPAC FOOD SAFETY & SANITATION	<input checked="" type="checkbox"/>
COFFEE, TEA, AND RELATED GOODS AND SERVICES 25/024AK	COMPASS GROUP USA (CANTEEN DIVISION)	<input type="checkbox"/>
COMMERCIAL FOOD DISTRIBUTOR 24/031TP - Please only choose 1 Distributor	GORDON FOOD SERVICE	<input type="checkbox"/>
	LABATT FOOD SERVICE	<input type="checkbox"/>
DAIRY & OTHER RELATED PRODUCTS 25/023TP	CLEARBROOK FARMS <i>(full or 1/2 truckload quantities)</i>	<input type="checkbox"/>
	HILAND DAIRY	<input type="checkbox"/>
DIRECT DELIVERY OF SNACKS AND BEVERAGES 22/040LS	THE MASTERS DISTRIBUTION SYSTEMS COMPANY	<input type="checkbox"/>



**Choice Partners Cooperative
2026-2027 PARTICIPATION AGREEMENT**

FOOD EQUIPMENT, SMALL WARES, PARTS, REPAIR, INSTALLATION, MAINTENANCE, AND RELATED ITEMS AND SERVICE 23/038TP	ACE MART RESTAURANT SUPPLY	<input type="checkbox"/>
	AMERICAN VENDING SALES	<input type="checkbox"/>
	BUDGET RESTAURANT SUPPLY	<input type="checkbox"/>
	COMMERCIAL KITCHENS PARTS & SERVICE	<input type="checkbox"/>
	COOLERS INC.	<input type="checkbox"/>
	INNOSEAL SYSTEMS	<input type="checkbox"/>
	JEAN'S RESTAURANT SUPPLY	<input type="checkbox"/>
	LIBERTY OFFICE PRODUCTS	<input type="checkbox"/>
	MISSION RESTAURANT SUPPLY	<input type="checkbox"/>
	PARTS TOWN	<input type="checkbox"/>
	PASCO BROKERAGE	<input type="checkbox"/>
	SHEPHERD FOOD EQUIPMENT	<input type="checkbox"/>
	TRIMARK	<input type="checkbox"/>
FROZEN & CHILLED BEVERAGES 24/041AK	FREEZIN POINT/FRAZIL	<input type="checkbox"/>
HYDROPONIC FARM 25/040AK	FORK FARMS	<input type="checkbox"/>
	GARDYN, INC.	<input type="checkbox"/>
	ZIPGROW INC.	<input type="checkbox"/>
ICE CREAM PRODUCTS 25/027AK	LA COSTENITA DISTRIBUIDOR	<input type="checkbox"/>
	YUMI ICE CREAM	<input type="checkbox"/>
	SOUTHERN ICE CREAM (RFP#23/037TP)	<input type="checkbox"/>
PRODUCE & OTHER SPECIALTY PRODUCTS 23/030TP – This is NOT for DoD Please only choose 1 Produce Vendor	BROTHERS FOOD SERVICE	<input type="checkbox"/>
	BROTHERS PRODUCE	<input type="checkbox"/>
	HARDIE'S FRESH FOODS	<input type="checkbox"/>



Choice Partners Cooperative 2026-2027 PARTICIPATION AGREEMENT

RESTAURANT BRANDED FOOD DELIVERY 22/039LS	MAC PIZZA MANAGEMENT	<input checked="" type="checkbox"/>
	DOMINO'S, INC	<input checked="" type="checkbox"/>
SITE BASED PIZZA PROGRAM 25/037AK	SMART MOUTH FOODS	<input type="checkbox"/>
SMALL WARES, PREVENTATIVE MAINTENANCE, & REPAIRS FOR FOOD SERVICE 24/027AK	ACE MART RESTAURANT SUPPLY	<input type="checkbox"/>
	ARNOLD REFRIGERATION	<input type="checkbox"/>
	COMMERCIAL KITCHEN PARTS & SERVICE	<input type="checkbox"/>
	HOBART SERVICE	<input type="checkbox"/>
	KOMMERCIAL KITCHENS	<input type="checkbox"/>
	PASCO BROKERAGE	<input type="checkbox"/>
TECHNOLOGY & OTHER RELATED SERVICES AND PRODUCTS FOR NUTRITION SERVICES 23/004LS	DESCON SIGNAGE SOLUTIONS	<input type="checkbox"/>
	EMS LINQ	<input type="checkbox"/>
	HEALTH-E MEAL PLANNER PRO	<input type="checkbox"/>
	HEARTLAND SCHOOL SOLUTIONS	<input type="checkbox"/>
	PCS REVENUE CONTROL SYSTEMS	<input type="checkbox"/>
	PRIMEROEDGE (CYBERSOFT)	<input type="checkbox"/>
	TABLETKIOSK	<input type="checkbox"/>
	TEKVISION INC	<input type="checkbox"/>
VENDING MACHINES AND SERVICE FOR BEVERAGES AND SNACKS 24/007AK	COMPASS GROUP (CANTEEN)	<input type="checkbox"/>
WIRELESS TEMPERATURE MONITORING SYSTEM 25/029TP	ITD FOOD SAFETY	<input type="checkbox"/>
	SHIPCOM FEDERAL SOLUTIONS	<input type="checkbox"/>
	SMARTSENSE BY DIGI INTERNATIONAL	<input type="checkbox"/>
	TALOSYS INC.	<input type="checkbox"/>



Choice Partners Cooperative 2026-2027 PARTICIPATION AGREEMENT

This Participation Agreement and the School/District/Entity's Interlocal Agreement constitute the entire agreement of the parties regarding the subject matter hereof; notwithstanding any provision in the School/District/Entity's Interlocal Agreement to the contrary, in the event of a conflict between the terms of this Participation Agreement and the School/District/Entity's Interlocal Agreement, the terms of the School/District/Entity's Interlocal Agreement shall prevail.

1. Primary Contact's Name

Title

Email Address

Phone Number

Signature Authorized Representative

Today's Date

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2. Secondary Contact's Name

Title

Email Address

Phone Number

County

*CE ID#
(if applicable)*

*ESC Region
(if applicable)*

*2025-2026 Enrollment
(if applicable)*

Mailing Address

City, State, Zip

****Return completed form to: Choice Partners - Trisha Prestigiacomo
Trisha@ChoicePartners.org**

Consider and Approve Submission of an Application for the ESC Region 10 Special Education Funding Transition Grant

Recommendation:

Administration recommends that the Conroe Independent School District Board of Trustees authorize the Superintendent or designee to apply for and accept, if awarded, the ESC Region 10 Special Education Funding Transition Grant as submitted by Dr. Kendra Wiggins, Executive Director of Special Services, and as recommended by Dr. David Vinson, Superintendent of Schools.

Explanation:

The Texas Education Agency (TEA) has implemented a new special education funding model, effective with the 2026–2027 school year, under House Bill 2 and Senate Bill 568. The new funding methodology transitions from an instructional arrangement/setting-based system to a service intensity model that requires districts to report additional data elements for students receiving special education services, including tier of intensity, service group, and instructional minutes in a special education setting.

To support districts with the significant workload associated with reviewing Individualized Education Programs (IEPs) and entering the required data, TEA has established a one-time grant opportunity administered through ESC Region 10. Grant funds may be used to offset summer staffing and extra-duty expenses incurred as districts review student records and determine the new service intensity coding required for PEIMS reporting.

As a condition of the grant, participating districts must submit at least 10% of their special education student data through TEA's early data request process by August 14, 2026.

Policy Reference: Board Policy CB Local

Recommended by:

Dr. David Vinson
Superintendent of Schools

Submitted by:

Dr. Kendra Wiggins
Executive Director of Special Services

DATE:	May 28, 2026
SUBJECT:	Special Education Funding Update
CATEGORY:	Special Education Programs, Data, and Finance
NEXT STEPS:	Share with appropriate staff

On April 16, 2026, the Texas Education Agency (TEA) released [guidance](#) on the state’s special education allotment and required data collection and reporting for special education as the field and state transition to the new intensity of services funding model.

The purpose of this communication is to provide an update to the April 16th guidance and to notify school systems of a grant opportunity to assist with student-level data review over the summer.

Overview and Funding

[House Bill \(HB\) 2](#), Article 4, and [Senate Bill \(SB\) 568](#), passed during the 89th Regular Session, made significant changes to how the state will fund special education beginning in the 2026-2027 SY. Texas is transitioning from an instructional arrangement/setting-based funding system to a service intensity model so that students’ needs specifically drive the funding received from the state special education allotment, irrespective of instructional arrangement/setting.

Texas Education Code (TEC), [§48.1022\(b\)](#), effective on September 1, 2026, states the following:

For the 2026-2027 school year, the commissioner shall determine the formulas through which school districts receive funding under Sections [48.102](#) and [48.1021](#). In determining the formulas, the commissioner shall ensure the estimated statewide amount provided by the sum of the allotments under Sections [48.102](#) and [48.1021](#) for the 2026-2027 school year is approximately \$250 million greater than the amount that would have been provided under the allotment under Section 48.102, as that section existed on September 1, 2025, for that school year, calculating both amounts using the basic allotment in effect for the 2026-2027 school year.

[TEC, §48.102](#), as amended effective September 1, 2026, and [TEC, §48.1021](#), which also goes into effect September 1, 2026, reflect the two new allotments under the new state special education funding system – tiers of intensity and service group allotments.

Data Collection and Reporting Requirements for 2026-2027 School Year (SY)

Note that the following supersedes the guidance provided in a portion of the April 16, 2026, To the Administrator Addressed (TAA) letter, under the same heading:

In order to adequately capture both systems for the entirety of the 2026-2027 SY, TEA has established the following requirements:

- As in typical years, any instructional arrangement/setting codes indicated in the PEIMS Summer submission for a student will be carried over into the 2026–2027 school year until an end date is entered, due to a change in the student’s individualized education program (IEP) that warrants a new instructional arrangement/setting code.

- During the 2026–2027 school year, when an IEP is revised or developed and results in changes to the student’s special education and related services, the instructional arrangement/setting code will be updated accordingly. The previous instructional arrangement/setting code will be reported with an end date, and the revised code will be reported with a new beginning date.
- **By the first PEIMS Attendance Submission reporting period (1st Six Weeks Attendance), due October 8, 2026**, each school system is expected to review IEPs that are in place as of the first day of the 2026-2027 SY for at least 50 percent of their students receiving special education services and enter:
 - the student’s tier of intensity,
 - any applicable service group(s), and
 - the average number of minutes per instructional day the student spends in a special education setting.

These data elements will be reported with a begin date of the first day of the school year. Once entered, these values, including the instructional arrangement/setting code, will remain in place with no end date unless the student’s specifically designed instruction (SDI), as documented in the IEP, is revised.

- **By the second PEIMS Attendance Submission reporting period (2nd Six Weeks Attendance), due December 3, 2026**, school systems must report data regarding a student’s eligible days present in the tier of intensity, applicable service group(s), and the average number of minutes per instructional day the student spends in a special education setting for students whose data was not included in the first Attendance Submission. The begin date for these students will still be the first day of the school year, unless an Admission, Review, and Dismissal (ARD) committee meeting results in a revision to the student’s IEP services that affects the tier of intensity, service group(s), or minutes in a special education setting. By the second PEIMS Attendance Submission, eligible days present will be reported for both the instructional arrangement/setting and the tier of intensity for all students served in special education and who are eligible for funding.
- School systems report eligible days present for the instructional arrangement/setting and the tier of intensity, service group(s), and average number of minutes per instructional day the student spends in a special education setting for **all** reporting periods in the PEIMS Summer Submission (even for those students whose tier of intensity data was not reported in the first PEIMS Attendance Submission).

Additionally, if school systems determine that clarifications need to be made or data errors need to be corrected after the first or subsequent PEIMS Attendance Submissions, they are able to make those corrections in the PEIMS Summer Submission due in June (first submission) and July (Summer Resubmission) 2027.

Available Grant to Provide Financial Support During the Summer

To assist with the IEP review process to identify the necessary data elements to submit in the first or second PEIMS Attendance Submission, TEA will be making a one-time extra-duty stipend grant available to school systems.

Education Service Center (ESC) 10 will administer the grant for staff stipends. School systems with an enrollment of at least 50 students receiving special education services are eligible for the grant. If the fiscal agent for a Shared Services Arrangement (SSA) has been tasked with this review by its members but each individual member has fewer than 50 students receiving special education services, the SSA is eligible to apply if the total number of students receiving special education services from all members is at least 50.

Funds are to be used this summer to help cover staffing costs for reviewing student records and determining the tier of intensity, applicable service group(s), and average number of minutes a student spends per instructional day in a special education setting. Eligible school systems or SSAs who receive funding will be required to affirm that the funds will be used to support this work over the summer and agree to submit at least 10 percent of their total population of students receiving special education services through TEA's [early data request](#) process, due by August 14, 2026.

More information about the grant will be released soon; contact your special education personnel at your regional ESC for more information.

Postponement of Educational Environment Data Element

As mentioned in the April 16, 2026 TAA, TEA introduced a new data element called "educational environment," which was scheduled to be collected starting in the 2026-2027 SY. Based on feedback, TEA will be delaying the collection of this new data element until the 2027-2028 SY.

Questions and Training Opportunities

As a reminder, TEA is hosting Zoom office hours every Thursday from 9-9:30 a.m. and 4-4:30 p.m. The [registration link](#) to join these office hours will remain the same. Each school system is also encouraged to reach out to its regional education service center (ESC) special education personnel for assistance.

Questions can also be submitted to spedfunding@tea.texas.gov. For any questions or further clarification regarding PEIMS reporting, please enter a TSDS Incident Management System (TIMS) ticket or email TSDSCustomerSupport@tea.texas.gov.

**Consider and Approve Resolution Designating Nonbusiness
Days for the 2027 and 2028 Calendar Years in Compliance
with Texas Government Code §552.0031**

Recommendation:

That the Conroe Independent School District Board of Trustees approve a resolution designating nonbusiness days for the 2027 and 2028 calendar years in compliance with Texas Government Code §552.0031, as submitted by Dr. Hedith Saucedo-Upshaw, Assistant Superintendent of Governance and Leadership Programs, and as recommended by Dr. David Vinson, Superintendent of Schools.

Explanation:

Texas Government Code §552.0031 defines business day for purposes of the Texas Public Information Act as a business day other than: a Saturday or Sunday; a national holiday under Texas Government Code §662.003(a); and, a state holiday under Texas Government Code §662.003(b). Section 552.0031 allows school districts to designate up to ten additional nonbusiness days for the sole purpose of calculating timelines under the Texas Public Information Act. The attached resolution designates ten of the days the District is closed as nonbusiness days during calendar year 2027 and ten days during calendar year 2028. These days will be used when calculating timelines under the Texas Public Information Act.

Legal References: Board Policy GBAA

Recommended by:

Dr. David Vinson,
Superintendent of Schools

Submitted by:

Dr. Hedith Saucedo-Upshaw
*Assistant Superintendent of Governance
and Leadership Programs*

Conroe ISD Non-business Days for Texas Public Information Act Calendar 2026-2027

August 2026							September 2026							October 2026							November 2026						
S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S
						1			1	2	3	4	5					1	2	3	1	2	3	4	5	6	7
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30	25	26	27	28	29	30	31	29	30								
30	31																										

December 2026							January 2027							February 2027							March 2027						
S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S
		1	2	3	4	5						1	2	1	2	3	4	5	6	1	2	3	4	5	6		
6	7	8	9	10	11	12	3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27
27	28	29	30	31	24	25	26	27	28	29	30	28	28	29	30	31											
							31																				

April 2027							May 2027							June 2027							July 2027						
S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S
				1	2	3							1			1	2	3	4	5					1	2	3
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
25	26	27	28	29	30	23	24	25	26	27	28	29	27	28	29	30	25	26	27	28	29	30	31				
							30	31																			

- Non-Business Days
- Statutorily defined Non-Business Days

Conroe ISD Non-business Days for Texas Public Information Act Calendar 2027-2028

August 2027							September 2027							October 2027							November 2027									
S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S			
1	2	3	4	5	6	7				1	2	3	4						1	2			1	2	3	4	5	6		
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13			
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20			
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27			
29	30	31	26	27	28	29	30	24	25	26	27	28	29	30	28	29	30	28	29	30										
														31																
December 2027							January 2028							February 2028							March 2028									
S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S			
				1	2	3	4						1			1	2	3	4	5				1	2	3	4			
5	6	7	8	9	10	11	2	3	4	5	6	7	8	6	7	8	9	10	11	12	5	6	7	8	9	10	11			
12	13	14	15	16	17	18	9	10	11	12	13	14	15	13	14	15	16	17	18	19	12	13	14	15	16	17	18			
19	20	21	22	23	24	25	16	17	18	19	20	21	22	20	21	22	23	24	25	26	19	20	21	22	23	24	25			
26	27	28	29	30	31	23	24	25	26	27	28	29	27	28	29	26	27	28	29	30	31	26	27	28	29	30	31			
							30	31																						
April 2028							May 2028							June 2028							July 2028									
S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S	S	M	TU	W	TH	F	S			
						1		1	2	3	4	5	6					1	2	3							1			
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8			
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15			
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22			
23	24	25	26	27	28	29	28	29	30	31	25	26	27	28	29	30	23	24	25	26	27	28	29	23	24	25	26	27	28	29
30																			30	31										

- Non-Business Days
- Statutorily defined Non-Business Days

AWARD RFP #26-04-01 – Concessionaire Services

The following summary details the recommended vendor for award. The summary also provides the number of points awarded through the evaluation and scoring process. Average scores are out of a possible 100 points for services provided.

Supplier			Price	Reputation	Quality of Goods or Services	Services meet the needs of the District	past relationship	HUB Certified	Total long-term cost to the District	principal place of business in Texas	Service of bidder - Depth & Value of concession items offered
	Rank	Score 100									
Spectrum Catering	1	88.33	25.00	15.00	15.00	20.00	15.00	1.00	1.00	3.00	5.00
THE NAB GROUP LLC	2	55.00	25.00	13.00	11.67	16.67	14.00	0.00	1.00	3.00	4.00
Poppin party concessions & ren	3	45.00	24.00	5.67	6.67	9.00	4.00	0.00	1.00	3.00	1.67
Lighthouse Catering	4	44.33	22.00	4.67	5.00	5.67	2.33	0.00	1.00	3.00	1.33
Chick-fil-A The Woodlands	5	39.00	20.00	3.33	4.67	8.33	2.67	0.00	1.00	3.00	1.33
Jeremiahs Italian Ice	6	26.33	0.00	9.67	9.33	6.67	8.33	0.00	0.00	3.00	2.00
			0.00	6.00	6.00	5.67	3.33	0.00	0.00	3.00	2.33

**CONSIDER AND APPROVE AWARD OF RFP #26-04-01
CONCESSIONAIRE SERVICES**

Recommendation:

That the Conroe Independent School District Board of Trustees consider awarding **RFP #26-04-01 Concessionaire Services** to Spectrum Catering and Concessions for an estimated annual commission of \$158,000 and authorize the Superintendent to execute any documents necessary to effectuate the purchase, as submitted by Ms. Karen Garza, Chief Financial Officer, and, Mr. Brian Broussard, Director of Purchasing, and as recommended by Dr. David Vinson, Superintendent of Schools.

Explanation:

The District issued a Request for Proposal (RFP) for the total turnkey Concessionaire Service and to offer a percentage of gross sales to be paid to Conroe ISD for the right to operate Moorhead Stadium, Woodforest Bank Stadium, and the Natatorium concessions on an exclusive basis. Concession proceeds are reinvested into the district budget to help support student programs, services, and overall student needs. The contract with the awarded vendor will remain firm through June 2027, automatically renewing for four additional one-year terms, through June 2031. Upon completion of the bidding process an evaluation was completed by the CISD Athletic Department, and reviewed by Ms. Katy LaBorde in the CISD Purchasing Department. The evaluators were Mr. Chris Feris, Ms. Dina Graves and Dr. Mark Murrell.

Policy Reference: Legal and Local Board Policy CH

Recommended by:

Dr. David Vinson
Superintendent of Schools

Submitted by:

Karen Garza
Chief Financial Officer

Brian Broussard
Director of Purchasing

EVALUATION POINTS

The bid proposals were evaluated based on the following scale:

TE Code	Description	Points
1	Purchase price (Percentage of gross sales to be paid)	25
2	Reputation of the Bidder or the Bidder's goods or services;	15
3	Quality of the Bidder's goods or services;	15
4	Extent to which the goods or services meet the needs of the District;	20
5	Bidder's past relationship with the District;	15
6	The impact on the ability of the District to comply with laws and rules relating to historically underutilized businesses;	1
7	Total long-term cost to the District to acquire the goods or services;	1
8	Bidder has its principal place of business in Texas; or employs at least 500 persons in Texas;	3
9	Service of bidder – depth & value of concession items offered	5
	Total Points	100

Conroe ISD (conroe-isd)

Purchasing and Acquisition (CH)

Policy Type: Local Policy

Definitions

Service provider means a person who provides services to the District. The term includes:

- (A) A contractor, vendor, agent, or subcontractor for the District;
- (B) A provider of tutoring services for the District;
- (C) An entity that has entered into a contract to operate a school district campus under Texas Education Code Section 11.174;
- (D) A staffing provider for the District; and
- (E) A person employed by or under the control of a person described above, including its representatives, employees, subcontractors, or any other individuals acting on its behalf.

Vendor means a person, company, individual, contractor, subcontractor, or professional services provider with whom the District enters into an agreement, contract, memorandum of understanding, interlocal agreement, fee schedule, retainer, or similar instrument for goods or services.

Substantial interest in a vendor is defined as an individual who:

1. Owns more than 10 percent of the voting interest in the vendor; or
2. Has a direct or indirect participating interest by shares, stock, or otherwise, regardless of whether voting rights are included, in more than 10 percent of the profits, proceeds, or capital gains of the vendor.

Purchasing Authority

The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services **from a vendor**. However, any non-routine and discretionary purchases, not previously included in a Board-approved contract or memorandum of understanding, to a single vendor shall require the Superintendent to notify the Board in writing before a transaction may take place. If two or more Board members timely raise a concern with the purchase to the Superintendent, the purchase shall be timely placed on a Board agenda for Board approval or disapproval. If Board notification is not possible without delaying needed goods or services for District operations, the District may purchase the goods or services but shall notify the Board as soon as practicable thereafter.

All service providers shall comply with all Board Policies, including EMB(LOCAL), EFA(LOCAL), EFB(LOCAL), FFG(LOCAL), and FFF(LOCAL), and all other Board Policies or District procedures as appropriate.

Non-routine and discretionary purchases, include, but are not limited to, goods or services that are:

1. Non-recurring or one-time purchases;
2. Unusual purchases;
3. Pilot programs;
4. District-level awards and honors in excess of \$2,500;
5. Purchases that materially differ in type, scope, purpose, or cost from prior purchases;
6. Purchases that do not align with Board Policy EMB(LOCAL), EFA(LOCAL), or EFB(LOCAL); or
7. Purchases for professional services, consulting services, technology systems or software platforms, and large equipment or infrastructure items.

The Board shall be provided annually with a report of all District vendors paid in the previous fiscal year.

All contracts shall be signed by the Superintendent or designee.

Exception For Emergency Contracts

In the event of a catastrophe, emergency, or natural disaster affecting the District, the Board delegates to the Superintendent the authority to contract for the replacement, construction, or repair of school equipment or facilities in accordance with law, if emergency replacement, construction, or repair is necessary for the health and safety of District students and staff and so long as the total cost is no more than \$100,000. The Superintendent shall report to the Board at the next regular meeting any contract made under this authority. [See Disaster Exception, CH(LEGAL)]

The delegation regarding emergency contracts does not waive competitive purchasing requirements under Education Code Chapter 44. Only the Board is authorized to waive competitive purchasing requirements under limited circumstances in accordance with Texas Education Code Section 44.031(h). [See Emergency Damage or Destruction, CH(LEGAL)]

Purchasing Procedures

The Superintendent shall develop District purchasing procedures to implement the requirements of state and federal law. ~~[See also CB, CBB, CH(LEGAL), and COA]~~

Purchasing Method

Except as provided by Board Policy CV(LOCAL), ~~the~~ Board delegates to the Superintendent or designee the authority to determine the method of purchasing in accordance with methods allowed by Texas law ~~CH(LEGAL) or CBB(LEGAL), as appropriate.~~

Competitive Procurement Requirements

District contracts must be submitted to a competitive procurement process when the aggregate purchase costs \$100,000 or more for each 12-month period. The Superintendent or designee shall prepare the request for bids or proposals and the bid or proposal specifications. All bids or proposals shall be submitted by the designated purchasing method, either through the District's

electronic procurement system or in sealed envelopes, plainly marked with the name of the bidder or proposer and the time of opening.

All bidders or proposers and other interested persons shall be invited to attend the bid or proposal opening as allowed by policy or by best practice if policy is not applicable but shall not be required to be present.

Bid And Proposal Acceptance

The District may reject any and all proposals in accordance with state or federal law, as applicable. The Superintendent shall accept the bid or proposal deemed to be in the best interest of the District as identified in CH(LEGAL).

Bids, Quotes, And Other Proposals Under \$100,000

The director of purchasing shall establish guidelines that may require bids, quotations, or proposals to be obtained prior to approving a purchase when it appears that the District can realize the best value and substantial savings.

Conflict of Interest

A vendor that bids on or receives a contract from the District commits an offense if any individual serving on the Board:

1. Has a substantial interest in the vendor or a subcontractor hired by a vendor;
2. Is related in the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who has a substantial interest in the vendor; or
3. Has received or has been promised a gift or in-kind services with a value of more than \$250.

The District shall adopt procedures to ensure neither the Board nor a vendor violates the conflict-of-interest provision in this Board Policy.

Electronic Bids Or Proposals

The District shall accept bids or proposals through electronic transmission in accordance with ~~District administrative p~~ District administrative procedures. Such procedures shall safeguard the integrity of the competitive procurement process, ensure the identification, security, and confidentiality of electronic bids or proposals, and ensure that the electronic bids or proposals remain effectively unopened until the proper time.

Responsibility For Debts

The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with adopted Board policy and current administrative procedures. The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. Persons making unauthorized purchases shall assume full responsibility for all such debts.

Electronic Purchase Commitments

All purchase commitments shall be made by the Superintendent or designee on a properly drawn and issued purchase order, in accordance with administrative procedures.

Personal Purchases

District employees shall not be permitted to purchase supplies or equipment for personal use through the District's business office.

The District shall adopt procedures to implement this [Board](#) Policy.

CH (Local Policy)

Conroe ISD

Purchasing and Acquisition (CH) — Board Policy vs. Statute

Board Policy CH (Local)	Statute	Differences
Section 1: Definitions through Bid <i>(TEC § 11.067 (H.B. 210, 89th Leg.))</i>		

Purchasing and Acquisition (CH)

Policy Type: Local Policy

Definitions

Service provider means a person who provides services to the District. The term includes:

(A) A contractor, vendor, agent, or subcontractor for the District;

(B) A provider of tutoring services for the District;

(C) An entity that has entered into a contract to operate a school district campus under Texas Education Code Section 11.174;

(D) A staffing provider for the District; and

(E) A person employed by or under the control of a person described above, including its representatives, employees, subcontractors, or any other individuals acting on its behalf.

Vendor means a person, company, individual, contractor, subcontractor, or professional services provider with whom the District enters into an agreement, contract, memorandum of understanding, interlocal agreement, fee schedule, retainer, or similar instrument for goods or services.

Substantial interest in a vendor is defined as an individual who:

1. Owns more than 10 percent of the voting interest in the vendor; or

2. Has a direct or indirect participating interest by shares, stock, or otherwise, regardless of whether voting rights are included,

2025 Texas Statutes

Education Code

Title 2 - Public Education

Subtitle D - Educators and School District Employees and Volunteers

Chapter 22A - Employee and Service Provider Misconduct

Subchapter A. General Provisions

Section 22A.001. Definitions (8) "Service provider" means a person who provides services to an educational entity. The term includes:

(A) a contractor or subcontractor for an educational entity;

(B) a provider of tutoring services for an educational entity;

(C) an entity that has entered into a contract to operate a school district campus under Section 11.174;

(D) a staffing provider for an educational entity; and

(E) a person employed by or under the control of a person described by Paragraph (A), (B), (C), or (D).

House Bill 210 (89th TX Leg.)

Sec. 11.067. PROHIBITION ON CERTAIN ACTIVITY BY VENDOR. (a) In this section, "vendor" means a company, individual, contractor, subcontractor, or professional services provider with whom a school district or open-enrollment charter school enters into an agreement, contract, memorandum of understanding, interlocal agreement, fee schedule, retainer, or similar instrument for goods or services.

Expansion of statute to add vendors shall comply with certain Board Policy.

in more than 10 percent of the profits, proceeds, or capital gains of the vendor.

Purchasing Authority

The Board delegates to the Superintendent or designee the authority to make budgeted purchases for goods or services from a vendor. However, any non-routine and discretionary purchases, not previously included in a Board-approved contract or memorandum of understanding, to a single vendor shall require the Superintendent to notify the Board in writing before a transaction may take place. If two or more Board members timely raise a concern with the purchase to the Superintendent, the purchase shall be timely placed on a Board agenda for Board approval or disapproval. If Board notification is not possible without delaying needed goods or services for District operations, the District may purchase the goods or services but shall notify the Board as soon as practicable thereafter.

All service providers shall comply with all Board Policies, including EMB(LOCAL), EFA(LOCAL), EFB(LOCAL), FFG(LOCAL), and FFF(LOCAL), and all other Board Policies or District procedures as appropriate.

(c) An individual has a substantial interest in a vendor if the individual:

(1) owns more than 10 percent of the voting interest in the vendor; or

(2) has a direct or indirect participating interest by shares, stock, or otherwise, regardless of whether voting rights are included, in more than 10 percent of the profits, proceeds, or capital gains of the vendor.

Non-routine and discretionary purchases, include, but are not limited to, goods or services that are:

1. Non-recurring or one-time purchases;
2. Unusual purchases;
3. Pilot programs;
4. **District-level** awards and honors in excess of \$2,500;
5. Purchases that materially differ in type, scope, purpose, or cost from prior purchases;
6. Purchases that do not align with Board Policy EMB(LOCAL), EFA(LOCAL), or EFB (LOCAL); or
7. Purchases for professional services, consulting services, technology systems or software platforms, and large equipment or infrastructure items.

The Board shall be provided annually with a report of all District vendors paid in the previous fiscal year.

All contracts shall be signed by the Superintendent or designee.

Exception For Emergency Contracts

In the event of a catastrophe, emergency, or natural disaster affecting the District, the Board delegates to the Superintendent the authority to contract for the replacement, construction, or repair of school equipment or facilities in accordance with law, if emergency replacement, construction, or repair is

necessary for the health and safety of District students and staff and so long as the total cost is no more than \$100,000. The Superintendent shall report to the Board at the next regular meeting any contract made under this authority. [See Disaster Exception, CH(LEGAL)]

The delegation regarding emergency contracts does not waive competitive purchasing requirements under Education Code Chapter 44. Only the Board is authorized to waive competitive purchasing requirements under limited circumstances in accordance with [Texas Education Code Section 44.031\(h\)](#). [See Emergency Damage or Destruction, CH(LEGAL)]

Purchasing Procedures

The Superintendent shall develop [District](#) purchasing procedures to implement the requirements of state and federal law. [~~See also CB, CBB, CH(LEGAL), and COA~~]

Purchasing Method

~~Except as provided by Board Policy CV(LOCAL),~~ The Board delegates to the Superintendent or designee the authority to determine the method of purchasing in accordance with [methods allowed by Texas law](#) ~~CH(LEGAL) or CBB(LEGAL), as appropriate.~~

Competitive Procurement Requirements

District contracts must be submitted to a competitive procurement process when the aggregate purchase costs \$100,000 or more for each 12-month

period. The Superintendent or designee shall prepare the request for bids or proposals and the bid or proposal specifications. All bids or proposals shall be submitted by the designated purchasing method, either through the District's electronic procurement system or in sealed envelopes, plainly marked with the name of the bidder or proposer and the time of opening.

All bidders or proposers and other interested persons shall be invited to attend the bid or proposal opening as allowed by policy or by best practice if policy is not applicable but shall not be required to be present.

Bid And Proposal Acceptance

The District may reject any and all proposals in accordance with state or federal law, as applicable. The Superintendent shall accept the bid or proposal deemed to be in the best interest of the District as identified in CH(LEGAL).

Bids, Quotes, And Other Proposals Under \$100,000

The director of purchasing shall establish guidelines that may require bids, quotations, or proposals to be obtained prior to approving a purchase when it appears that the District can realize the best value and substantial savings.

Conflict of Interest

A vendor that bids on or receives a contract from the District commits an offense if any individual serving on the Board:

(1) Has a substantial interest in the vendor or a subcontractor hired by a vendor;

(2) Is related in the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who has a substantial interest in the vendor; or

(3) Has received or has been promised a gift or in-kind services with a value of more than \$250.

The District shall adopt procedures to ensure neither the Board nor a vendor violates the conflict-of-interest provision in this Board Policy.

Electronic Bids Or Proposals

The District shall accept bids or proposals through electronic transmission in accordance with ~~District administrative~~ procedures. Such procedures shall safeguard the integrity of the competitive procurement process, ensure the identification, security, and confidentiality of electronic bids or proposals, and ensure that the electronic bids or proposals remain effectively unopened until the proper time.

Responsibility For Debts

The Board shall assume responsibility for debts incurred in the name of the District so long as those debts are for purchases made in accordance with adopted Board policy and current administrative procedures. The Board shall not be responsible for debts incurred by persons or organizations not directly under Board control. Persons making unauthorized purchases shall assume full responsibility for all such debts.

Electronic Purchase Commitments

House Bill 210 (89th TX Leg.)

(b) A vendor that bids on or receives a contract from a school district or an open-enrollment charter school commits an offense if any individual serving on the board of trustees or governing body of the district or school:

(1) has a substantial interest in the vendor or a subcontractor hired by a vendor;

(2) is related in the second degree by consanguinity or affinity, as determined under Chapter 573, Government Code, to an individual who has a substantial interest in the vendor; or

(3) has received or has been promised a gift or in-kind services with a value of more than \$250.

(d) An offense under this section is a Class C misdemeanor, except that a second offense under this section is a Class B misdemeanor, a third offense under this section is a Class A misdemeanor, and a fourth or subsequent offense under this section is a state jail felony.

(e) Notwithstanding Subsection (d), any offense under this section is a state jail felony if the vendor directly or indirectly through a third party compensated the individual serving on the board of trustees or governing body of a school district or open-enrollment charter school with money, gifts, or in-kind services as consideration for the district or school entering into a contract with the vendor.

4. Policy procedure requirement is broader than statute:

The Board Policy adds: “The District shall adopt procedures to ensure neither the School Board of Trustees nor a vendor violates the conflict-of-interest provision in this Board Policy.” This is a local policy addition — TEC § 11.067 does not require districts to adopt implementing procedures. This is a positive policy expansion.

<p>All purchase commitments shall be made by the Superintendent or designee on a properly drawn and issued purchase order, in accordance with administrative procedures.</p> <p>Personal Purchases</p> <p>District employees shall not be permitted to purchase supplies or equipment for personal use through the District's business office.</p> <p>The District shall adopt procedures to implement this <u>Board</u> Policy.</p>		
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Conroe ISD (conroe-isd)

Contracted Services (CJ)

Policy Type: Local Policy

Definition

Service provider means a person who provides services to the District. The term includes:

- (A) A contractor, vendor, agent, or subcontractor for the District;
- (B) A provider of tutoring services for the District;
- (C) An entity that has entered into a contract to operate a school district campus under Texas Education Code Section 11.174;
- (D) A staffing provider for the District; and
- (E) A person employed by or under the control of a person described above, including its representatives, employees, subcontractors, or any other individuals acting on its behalf.

Assistance Prohibited

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

No District ~~service provider contractor or agent~~ shall assist an employee, contractor, agent or service provider ~~contractor or agent~~ of the District or of any other school district or education entity in obtaining a new job, if the service provider knows, or has probable cause to believe, that the ~~contractor or agent~~ employee, contractor, agent, or service provider engaged in ~~sexual~~ misconduct regarding a minor or student in violation of the law, Board Policy FFG(LOCAL) or FFG(LEGAL) or violated EMB(LOCAL) or EMB(LEGAL).

Routine transmission of an administrative file does not violate this prohibition. ~~{See also DC for prohibitions relating to employees}~~

Service Provider Obligations

All service providers shall comply with all Board Policies, including EFA(LOCAL), EFB(LOCAL), EMB(LOCAL), and FFG(LOCAL). All service providers shall assist in reporting misconduct to District or law enforcement and in investigations under Board Policies, including FFG(LOCAL) and FFF(LOCAL).

Pre-Service Affidavit

A service provider must submit a form adopted by the Texas Education Agency, consent to release of employment records, and a pre-service affidavit disclosing whether the service provider has ever been:

1. Investigated by a law enforcement or child protective services agency for, or charged with, adjudicated for, or convicted of, an offense involving conduct described at Texas Education Code Section 22A.051(a)(2)(A)–(D);
2. Investigated by a licensing authority or had a license, certificate, or permit denied, suspended, revoked, or subject to another sanction in this state or another state for conduct described at Texas Education Code Section 22A.051(a)(2)(A)–(D);
3. Included in the registry;
4. Employed or is currently employed by or has acted or is currently acting as a service provider for a public or private school; or
5. Terminated or discharged or has resigned, in lieu of being terminated or discharged, from a public or private school.

A service provider who answers affirmatively concerning any of the actions listed above must disclose in the pre-service affidavit all relevant facts known to the service provider pertaining to the matter, including, if applicable to the action, whether the allegation was determined to be true or false.

A service provider is not precluded from providing services to the District based on a disclosed allegation if the District determines, based on the information disclosed in the affidavit, that the allegation was false.

A determination that a service provider failed to disclose information required to be disclosed by a person in the pre-service affidavit is grounds for the service provider’s termination, including contract termination. The District shall discharge, terminate, or refuse to hire or contract with a service provider against whom this determination has been made.

Registry

As a condition of providing services to the District, each service provider shall certify in writing that the service provider has complied with all applicable requirements of Chapter 22A, Texas Education Code, including required registry checks, reporting obligations, criminal history review requirements, and disclosure obligations for individuals assigned to provide services to the District.

Prior to the commencement of any services, and on an as needed basis, service providers shall be required to review the registry of persons who are not eligible to be service providers for the District. Any individual whose name appears on the registry shall not be permitted to perform services, directly or indirectly, for or on behalf of the District. Service providers shall be solely responsible for ensuring full compliance with this requirement and applicable law.

The District shall verify, prior to the commencement of services and at such other times as required by law or District procedure, that a service provider is not included in the registry of persons ineligible to be employed by or provide services to an educational entity.

The District shall discharge or refuse to hire, or terminate or refuse to accept services from, a service provider with a person listed on the registry providing services to the District.

Compliance Verification

The District shall maintain documentation evidencing compliance with this Board Policy.

CJ (Local Policy)

Conroe ISD

Contracted Services (CJ) — Board Policy vs. Verbatim Statute

Board Policy CJ (Local) — Exact as Written	Statute — Verbatim Text	Differences Between Statute and Policy
Section 1: Service Provider Definition (TEC § 22A.001(8))		
<p><u>Contracted Services (CJ)</u></p> <p>Policy Type: Local Policy</p> <p><u>Definition</u></p> <p><u>Service provider means a person who provides services to the District. The term includes:</u></p> <p><u>(A) A contractor, vendor, agent, or subcontractor for the District;</u></p> <p><u>(B) A provider of tutoring services for the District;</u></p> <p><u>(C) An entity that has entered into a contract to operate a school district campus under Texas Education Code Section 11.174;</u></p> <p><u>(D) A staffing provider for the District;</u> and</p> <p><u>(E) A person employed by or under the control of a person described above, including its representatives, employees, subcontractors, or any other individuals acting on its behalf.</u></p>	<p>2025 Texas Statutes Education Code Title 2 - Public Education Subtitle D - Educators and School District Employees and Volunteers Chapter 22A - Employee and Service Provider Misconduct Subchapter A. General Provisions Section 22A.001. Definitions (8) "Service provider" means a person who provides services to an educational entity. The term includes:</p> <p>(A) a contractor or subcontractor for an educational entity;</p> <p>(B) a provider of tutoring services for an educational entity;</p> <p>(C) an entity that has entered into a contract to operate a school district campus under Section 11.174;</p> <p>(D) a staffing provider for an educational entity; and</p> <p>(E) a person employed by or under the control of a person described by Paragraph (A), (B), (C), or (D).</p>	<ul style="list-style-type: none"> • Paragraph (A): The policy expands on the statute by adding "vendor" and "agent" to the list. The statute states only "a contractor or subcontractor." • Paragraph (E): The policy expands on the statute by adding "including its representatives, employees, subcontractors, or any other individuals acting on its behalf."
Section 2: Assistance Prohibited (TEC § 22A.053(a)–(b); 20 U.S.C. § 7926(a))		

<p><u>Assistance Prohibited</u> No District employee shall assist a contractor or agent of the District or of any other school district in obtaining a new job if the employee knows, or has probable cause to believe, that the contractor or agent engaged in sexual misconduct regarding a minor or student in violation of the law. Routine transmission of an administrative file does not violate this prohibition.</p> <p>No District service provider contractor or agent shall assist an <u>employee, contractor, agent or service provider</u> of the District or of any other school district <u>or education entity</u> in obtaining a new job, if the service provider knows, or has probable cause to believe, that the contractor or agent <u>employee, contractor, agent, or service provider</u> engaged in sexual misconduct regarding a minor or student in violation of the law, <u>Board Policy FFG(LOCAL) or FFG(LEGAL) or violated EMB(LOCAL) or EMB(LEGAL)</u>. Routine transmission of an administrative file does not violate this prohibition. [See also DC for prohibitions relating to employees]</p>	<p>20 United States Code § 7926. PROHIBITION ON AIDING AND ABETTING SEXUAL ABUSE.</p> <p>(a) In general A State, State educational agency, or local educational agency in the case of a local educational agency that receives Federal funds under this chapter shall have laws, regulations, or policies that prohibit any individual who is a school employee, contractor, or agent, or any State educational agency or local educational agency, from assisting a school employee, contractor, or agent in obtaining a new job, apart from the routine transmission of administrative and personnel files, if the individual or agency knows, or has probable cause to believe, that such school employee, contractor, or agent engaged in sexual misconduct regarding a minor or student in violation of the law.</p>	<p>• Trigger expanded: The statute (20 U.S.C. § 7926(a)(2)) triggers on "sexual misconduct regarding a minor or student in violation of the law." This Board policy expands on the statute by adding "abuse" as defined in Board Policy FFG(LOCAL), or FFF(LOCAL), or violated EMB(LOCAL).</p>
<p>Section 3: Service Provider Obligations (TEC § 22A.052(a)-(e))</p>		
<p><u>Service Provider Obligations</u> <u>All service providers shall comply with all Board Policies, including EFA(LOCAL), EFB(LOCAL), EMB(LOCAL),</u></p>		<p>• Service provider compliance with board policies: The policy expands on the statute by requiring service providers to comply with all Board Policies, including EMB(LOCAL), EFA(LOCAL), FFG(LOCAL), and EFB(LOCAL), and compliance obligations with investigations.</p>

<p><u>and FFG(LOCAL). All service providers shall assist in reporting misconduct to District or law enforcement and in investigations under Board Policies, including FFG(LOCAL) and FFF(LOCAL).</u></p>		<p>• Investigation participation: The policy expands on the statute by requiring service providers to participate in reporting of misconduct and participating in District or law enforcement investigations. TEC § 22A.052 does not impose this obligation on service providers.</p>
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Section 4: Pre-Service Affidavit (TEC § 22A.055(a)–(g))

<p><u>Pre-Service Affidavit</u> <u>A service provider must submit a form adopted by the Texas Education Agency, consent to release of employment records, and a pre-service affidavit disclosing whether the service provider has ever been:</u></p> <ol style="list-style-type: none"> 1. <u>Investigated by a law enforcement or child protective services agency for, or charged with, adjudicated for, or convicted of, an offense involving conduct described at Texas Education Code Section 22A.051(a)(2)(A)–(D);</u> 2. <u>Investigated by a licensing authority or had a license, certificate, or permit denied, suspended, revoked, or subject to another sanction in this state or another state for conduct described at Texas Education Code Section 22A.051(a)(2)(A)–(D);</u> 3. <u>Included in the registry;</u> 4. <u>Employed or is currently employed by or has acted or is currently acting as a service provider for a public or private school; or</u> 5. <u>Terminated or discharged or has resigned, in lieu of being terminated or discharged, from a public or private school.</u> <p><u>A service provider who answers affirmatively concerning any of the actions listed above must disclose in the pre-service affidavit all relevant facts known to the service provider pertaining to the</u></p>	<p>2025 Texas Statutes Education Code Title 2 - Public Education Subtitle D - Educators and School District Employees and Volunteers Chapter 22A - Employee and Service Provider Misconduct Subchapter B. Required Misconduct Reporting Section 22A.055. Pre-Employment or Pre-Service Affidavit Universal Citation: TX Educ Code § 22A.055 (2025) Learn more Previous Sec. 22A.055. PRE-EMPLOYMENT OR PRE-SERVICE AFFIDAVIT. (a) A person applying for employment with or who will act as a service provider for an educational entity must submit, using a form adopted by the agency, consent for release of the person's employment records and a pre-employment or pre-service affidavit disclosing whether the person has ever been:</p> <p>(1) investigated by a law enforcement or child protective services agency for, or charged with, adjudicated for, or convicted of, an offense involving</p>	<p>• Termination language: The statute states "grounds for the person's termination or dismissal from employment or cessation of services." The policy expands on the statute by adding "including contract termination" and "terminate, or refuse to hire or contract with."</p> <p>• Class B misdemeanor omitted: The policy does not address TEC § 22A.055(g), which states: "A person who fails to disclose information required under Subsection (a) commits an offense. An offense under this subsection is a Class B misdemeanor."</p> <p>• Administrator certificate revocation omitted: The policy does not address TEC § 22A.055(f), which states: "The State Board for Educator Certification may revoke the certificate of an administrator who employs a person described by Subsection (e) or allows a person described by Subsection (e) to act as a service provider for the entity in which the administrator is employed."</p>
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matter, including, if applicable to the action, whether the allegation was determined to be true or false.

A service provider is not precluded from providing services to the District based on a disclosed allegation if the District determines, based on the information disclosed in the affidavit, that the allegation was false.

A determination that a service provider failed to disclose information required to be disclosed by a person in the pre-service affidavit is grounds for the service provider's termination, including contract termination. The District shall discharge, terminate, or refuse to hire or contract with a service provider against whom this determination has been made.

conduct described by Section 22A.051(a)(2)(A), (B), (C), or (D);

(2) investigated by a licensing authority or had a license, certificate, or permit denied, suspended, revoked, or subject to another sanction in this state or another state for conduct described by Section 22A.051(a)(2)(A), (B), (C), or (D);

(3) included in the registry;

(4) employed or is currently employed by or has acted or is currently acting as a service provider for a public or private school; or

(5) terminated or discharged or has resigned, in lieu of being terminated or discharged, from a public or private school.

(b) A person who answers affirmatively concerning an action listed under Subsection (a) must disclose in the affidavit all relevant facts known to the person pertaining to the matter, including, if applicable to the action, whether the allegation was determined to be true or false.

(c) A person or service provider is not precluded from being employed by or providing services to an educational entity based on a disclosed allegation if the entity determines based on the information disclosed in the affidavit that the allegation was false.

(d) A determination that an employee or person providing services failed to disclose information required to be disclosed by a person under this section is grounds for termination of employment or service.

	<p>(e) An educational entity shall discharge or refuse to hire or allow to act as a service provider for the entity a person against whom a determination has been made under Subsection (d).</p> <p>(f) The board may revoke the certificate of an administrator if the board determines it is reasonable to believe that the administrator employed a person or accepted services from a service provider despite being aware that the person knowingly failed to disclose information required to be disclosed under Subsection (a).</p> <p>(g) A person commits an offense if the person fails to disclose information required to be disclosed under Subsection (a). An offense under this subsection is a Class B misdemeanor.</p>	
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<p>Section 5: Registry and Compliance Verification (TEC § 22A.151)</p>	<p>118</p>
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<p><u>Registry</u> <u>As a condition of providing services to the District, each service provider shall certify in writing that the service provider has complied with all applicable requirements of Chapter 22A, Texas Education Code, including required registry checks, reporting obligations, criminal history review requirements, and disclosure obligations for individuals assigned to provide services to the District.</u></p> <p><u>Prior to the commencement of any services, and on an as needed basis, service providers shall be required to review the registry of persons who are not eligible to be service providers for the District. Any individual whose name appears on the registry shall not be permitted to perform services, directly or indirectly, for or on behalf of the District. Service providers shall be solely responsible for</u></p>	<p>2025 Texas Statutes Education Code Chapter 22A - Employee and Service Provider Misconduct Subchapter D. Persons Not Eligible for Employment or Provision of Services Section 22A.151. Registry of Persons Not Eligible for Employment in or Provision of Services to Educational Entities Universal Citation: TX Educ Code § 22A.151 (2025) Learn more Next Sec. 22A.151. REGISTRY OF PERSONS NOT ELIGIBLE FOR EMPLOYMENT IN OR PROVI-</p>	<ul style="list-style-type: none"> • Written Chapter 22A certification: The policy expands on the statute by requiring service providers to certify in writing compliance with all applicable areas of Chapter 22A. TEC § 22A.151 contains only three subsections and imposes no such certification requirement. • Service provider registry check: The policy expands on the statute by requiring service providers to independently review the registry. TEC § 22A.151(b)–(c) place the registry check obligation on the educational entity only. • "Solely responsible": The policy expands on the statute by placing sole responsibility on service providers for registry compliance. TEC § 22A.151 places this obligation on the educational entity. • Documentation requirement: The policy expands on the statute by requiring the District to
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ensuring full compliance with this requirement and applicable law.

The District shall verify, prior to the commencement of services and at such other times as required by law or District procedure, that a service provider is not included in the registry of persons ineligible to be employed by or provide services to an educational entity.

The District shall discharge or refuse to hire, or terminate or refuse to accept services from, a service provider with a person listed on the registry providing services to the District.

Compliance Verification

The District shall maintain documentation evidencing compliance with this Board Policy.

CJ (Local Policy)

SION OF SERVICES TO EDUCATIONAL ENTITIES. (a) The agency shall maintain and make available through the Internet portal developed and maintained by the agency under Section 22A.155 a registry of persons who are not eligible to be employed by or act as a service provider for an educational entity.

(b) An educational entity shall discharge or refuse to hire, or terminate or refuse to accept services from, a person listed on the registry.

(c) An educational entity may not allow a person who is listed on the registry to act as a service provider for the entity.

(d) The registry must list the following persons as not eligible to be employed by or act as a service provider for an educational entity:

(1) a person determined by the agency under Section 22.0832 as a person who would not be eligible for educator certification under Subchapter B, Chapter 21;

(2) a person determined by the agency to be not eligible for employment based on the person's criminal history record information review, as provided by Section 22.0833;

(3) a person who is not eligible for employment based on criminal history record information received by the agency under Section 22A.201(b);

(4) a person whose certification or permit, or application for a certification or permit, issued under

maintain documentation of compliance. TEC § 22A.151 contains no documentation requirement.

Subchapter B, Chapter 21, is denied or revoked by the board and who has not been issued a certificate or permit under that subchapter subsequent to that denial or revocation;

(5) a person whose certification or permit issued under Subchapter B, Chapter 21, is suspended by the board for a reason other than under Section 21.105(c), 21.160(c), or 21.210(c) for the period of the suspension;

(6) a person who is determined by the commissioner under Section 22A.101 to have engaged in misconduct described by Section 22A.051(a)(2)(A), (B), (C), or (D); and

(7) a person temporarily included in the registry under Section 22A.152 or 22A.153 for the term of the placement.

(e) The registry must include information indicating whether a person's listing in the registry expires. A prohibition applicable to a person included in the registry no longer applies to a person whose listing in the registry has expired and, if applicable, whose certification or permit under Subchapter B, Chapter 21, has been reinstated.

(f) The agency shall provide equivalent access to the registry to:

(1) private schools;

(2) educational entities;

(3) nonprofit teacher organizations approved by the commissioner for the purpose of participating in the tutoring program established under Section 33.913;

(4) entities that have entered into a contract to operate a school district campus under Section 11.174; and

(5) service providers for an educational entity that are authorized by the entity to access the registry.

(g) Each school year, the superintendent or director of an educational entity shall certify to the commissioner that the entity has complied with this section. If feasible, the commissioner by rule shall consolidate the requirement under this subsection with other reporting requirements applicable to the entity.

(h) The commissioner shall adopt rules as necessary to implement this section.

Conroe ISD (conroe-isd)

Compensation and Benefits: Leaves and Absences (DEC)

Policy Type: Local Policy

Leave Administration

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

Definitions

Immediate Family

For purposes of determining eligibility for leave under this policy, the term "immediate family" means:

1. Spouse.
2. Son or daughter as defined by 29 CFR 825.122.
3. Parent as defined by 29 CFR 825.122.
4. Sibling and stepsibling.

Family Emergency

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

Leave Day

A "leave day" for purposes of earning, use, or recording of leave shall mean the number of hours per day equivalent to the employee's usual assignment.

School Year

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

Catastrophic Illness Or Injury

The term "catastrophic illness or injury" is defined as a severe medical condition or combination of conditions affecting the mental or physical health of the employee or a member of the

employee's immediate family. Conditions relating to pregnancy or childbirth shall be considered "catastrophic" if they meet the requirements of this section.

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

Availability

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

State And Local Leave Proration

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

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

Medical Certification

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

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

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

State Personal Leave

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

Nondiscretionary Use

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

Discretionary Use

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

Request For Leave

In deciding whether to approve or deny a request for discretionary use of state personal leave, the supervisor shall not seek or consider the reasons for which an employee requests to use leave. The supervisor shall, however, consider the duration of the requested absence in conjunction with the effect of the employee's absence on the educational program and District operations, as well as the availability of substitutes.

Local Leave

Each employee shall earn a maximum of five paid local leave days per school year in accordance with administrative procedures.

Local leave shall accumulate without limit.

Local leave shall be used according to the terms and conditions of state personal leave. [See State Personal Leave, above]

Note: See DED(LOCAL) for provisions addressing vacation days for eligible employees.

Off-Duty Days For Eligible Employees

Eligible exempt employees who work on a 12-month schedule may take off-duty days from July 1 of the calendar year through August 31 of the following calendar year. This constitutes a 14-month period of time for the use of off-duty days.

Eligible non-exempt employees who work on a 12-month schedule may take off-duty days from July 1 of the calendar year through June 30 of the following calendar year.

The employee and his or her supervisor shall be responsible for the scheduling of leave and recordkeeping.

The District shall not reimburse an employee for any unused off-duty days upon his or her separation from employment with the District.

Nothing in this policy or provision shall alter the at-will status of an employee.

Non-FMLA Leave

A full-time employee who has been employed with the District for less than 12 months, or who has been employed with the District for at least 12 months but has less than 1,250 hours of service during the 12 months immediately preceding the commencement of leave, and who has not exhausted FMLA leave may take up to six weeks of unpaid leave in a 12-month period for:

1. Absences related to the birth of a child and to care for the newborn child.
2. Absences related to the adoption or foster care placement of a child as defined by 29 CFR 825.122.
3. Absences related to caring for an immediate family member with a serious health condition.
4. Absences related to the employee's serious health condition as defined by 29 CFR 825.113 that makes the employee unable to perform essential job functions.

Non-FMLA leave shall run concurrently with any applicable paid leave and compensatory time.

The District shall permit non-FMLA leave days to be taken intermittently for the same condition, so long as the employee provides the District with supporting documentation from the treating physician.

For purposes of an employee's entitlement to non-FMLA leave, the 12-month period shall be July 1 through June 30.

Sick Leave Pool

Any employee who is unable to perform their essential job functions due to a serious health condition as defined by 29 CFR 825.113 or who is absent to care for an immediate family member who has a serious health condition as defined by 29 CFR 825.113, and who has exhausted all approved paid leave as well as any applicable compensatory time may request the establishment of a sick leave pool, to which District employees may donate local leave or state personal leave for use by the eligible employee.

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

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

Appeal

All decisions regarding the establishment or implementation of the District's sick leave pool may be appealed in accordance with DGBA(LOCAL).

Mental Health Leave

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

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

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

Quarantine Leave

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

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

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

Line Of Duty Illness Or Injury Leave Of Absence

Following a leave of absence with full pay as required by law, the District shall not extend the leave of absence for a police officer's line of duty illness or injury. In accordance with law, the police officer may use accumulated leave.

Family And Medical Leave

FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable, except that, in accordance with Texas Education Code Section 21.418, a classroom teacher may elect not to use the teacher's paid personal leave concurrently with unpaid leave under the Family and Medical Leave Act (29 U.S.C. Section 2601 et seq.) for an absence due to pregnancy, the birth of a child, or the adoption of a child.

Note: See DECA(LEGAL) for provisions addressing FMLA.

Twelve-Month Period

For purposes of an employee's entitlement to FMLA leave, the 12-month period shall be July 1 through June 30.

Combined Leave For Spouses

When both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks.

Intermittent Or Reduced Schedule Leave

The District shall not permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee.

Certification Of Leave

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

Fitness-For-Duty Certification

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

Leave At The End Of Semester

When a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester.

Temporary Disability Leave

Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]

An employee's notification of the need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent as a request for temporary disability leave.

~~The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.~~

The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave, except that a classroom teacher may elect, as provided by Texas Education Code Section 21.418, not to use paid personal leave concurrently with unpaid FMLA leave for an absence due to pregnancy, the birth of a child, or the adoption of a child.

Workers' Compensation

Note: Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance.

An absence due to a work-related injury or illness shall be designated as non-FMLA leave, FMLA leave, temporary disability leave, and/or assault leave, as applicable.

Paid Leave Offset

The District shall permit the option for paid leave offset in conjunction with workers' compensation income benefits. [See CRE]

Court Appearances

Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

Annual Payment For Unused Leave

Each employee may request annual payment for unused local leave to a maximum of five days per school year.

An employee who wishes to receive payment for unused local leave must submit his or her written request in accordance with administrative procedures.

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

Payment For Accumulated Leave Upon Retirement

Administrative And Professional Personnel

Administrative and professional personnel employed prior to July 1, 1988, who retire under the eligibility provisions of the Texas Teacher Retirement System (TRS) shall be paid according to the employee's last daily rate of pay, to a maximum of 60 accumulated days of state sick leave accumulated prior to May 31, 1995, and state personal leave, as evidenced by service records. This provision shall apply only to leave earned while employed in the District. Payment shall be made as compensation and shall be paid at the time of the final contract salary check immediately prior to retirement. The District may require proof of actual retirement.

If an administrative or professional employee dies while employed by the District, his or her estate shall be paid any accumulated state sick or personal leave, to a maximum of 60 days as evidenced by service records. This provision shall apply only to leave earned while employed in the District.

The District shall record on the employee's service record any state days paid upon retirement.

Paraprofessional And Auxiliary Personnel

Paraprofessional and auxiliary personnel employed prior to July 1, 1988, who retire under the eligibility provisions of TRS shall be paid according to the employee's last daily rate of pay, to a maximum of 30 accumulated days of local sick leave, state sick leave earned prior to May 31, 1995, and state personal leave, as evidenced by service records. This provision shall apply only to leave earned while employed in the District. Payment shall be made as compensation and shall be paid at the time of the final paycheck immediately prior to retirement. The District may require proof of actual retirement.

If a paraprofessional or auxiliary employee dies while employed by the District, his or her estate shall be paid for any accumulated local sick leave, to a maximum of 30 days as evidenced by service records. This provision shall apply only to leave earned while employed in the District.

The District shall record on the employee's service record any state days paid upon retirement.

Payment For Accumulated Leave Upon Separation

The following leave provisions shall apply to local leave accumulated beginning on the original effective date of this program. For purposes of this provision, the original effective date shall be the 2021–2022 school year.

An employee who has not been issued a final paycheck and who separates from employment with the District shall be eligible for payment for accumulated local leave when the employee's separation from employment is voluntary, i.e., the employee is retiring or resigning and is not being discharged or nonrenewed.

The employee shall receive payment for each day of accumulated local leave at the current standard substitute certified teacher rate for professional staff or the substitute paraprofessional

rate for paraprofessional and auxiliary staff, to a maximum of \$5,000. The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.

If the employee is reemployed with the District, local leave days accrued prior to separation shall no longer be available.

Neutral Absence Control

Prompt and regular attendance is an essential function of every District position. To assist employees, the District offers a comprehensive leave program that provides paid and unpaid leave to employees. Excessive absenteeism or abuse of any leave policy shall result in immediate disciplinary action that could include discharge. If an employee is unable to return to work after all approved leave has been exhausted, employment shall be terminated in accordance with District policy [see DF series]. The employee's eligibility for reasonable accommodations, as required by the Americans with Disabilities Act [see DAA(LEGAL)], shall be considered before termination.

An employee must return to work for at least 30 days to be considered as having returned to work.

If medical certification is required to authorize leave for an employee's personal illness or the employee's serious health condition, the employee must provide medical certification indicating that the employee is fit for duty and is able to perform the essential functions of his or her position, with reasonable accommodations if necessary.

An employee who is absent from work for three or more consecutive working days without notice or approval, and who cannot be reached by the immediate supervisor, may be separated from the District for job abandonment in accordance with District policy.

DEC (Local Policy)

Board Policy DEC (Local)	Statute — Verbatim Text	Analysis of Differences
Family and Medical Leave / Temporary Disability Leave (<i>TEC § 21.418; FMLA 29 U.S.C. § 2601 et seq.</i>)		

Leave Administration

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

Definitions

Immediate Family

For purposes of determining eligibility for leave under this policy, the term "immediate family" means:

1. Spouse.
2. Son or daughter as defined by 29 CFR 825.122.
3. Parent as defined by 29 CFR 825.122.
4. Sibling and stepsibling.

Family Emergency

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

Leave Day

A "leave day" for purposes of earning, use, or recording of leave shall mean the number of hours per day equivalent to the employee's usual assignment.

School Year

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

Education Code § 21.418. ELECTION BY TEACHER TO USE UNPAID LEAVE.

The board of trustees of a school district shall adopt a policy that provides a classroom teacher employed by the district the option to elect not to take the teacher's paid personal leave concurrently with unpaid leave the teacher is entitled to take under the Family and Medical Leave Act of 1993 (29 U.S.C. Section 2601 et seq.) for an absence due to pregnancy or the birth or adoption of a child.

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Catastrophic Illness Or Injury

The term "catastrophic illness or injury" is defined as a severe medical condition or combination of conditions affecting the mental or physical health of the employee or a member of the employee's immediate family.

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

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

Availability

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

State And Local Leave Proration

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

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

Medical Certification

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

1. The employee is absent five consecutive workdays because of personal illness or illness in the immediate family.

Board Policy DEC (Local)	Statute — Verbatim Text	Analysis of Differences
<p>2. The District requires medical certification due to a questionable pattern of absences or when deemed necessary by the supervisor or Superintendent.</p> <p>3. The employee requests FMLA leave for the employee's serious health condition; a serious health condition of the employee's spouse, parent, or child; or for military caregiver leave.</p> <p>4. The employee requests leave for the serious health condition of the employee or the employee's immediate family.</p> <p>In each case, medical certification shall be made by a health-care provider as defined by the FMLA. [See DECA(LLEGAL)]</p> <p>State Personal Leave</p> <p>The Board requires employees to differentiate the manner in which state personal leave is used.</p> <p>Nondiscretionary Use</p> <p>Nondiscretionary use of leave shall be for the same reasons and in the same manner as state sick leave accumulated before May 30, 1995. [See DEC(LLEGAL)]</p> <p>Discretionary Use</p> <p>Discretionary use of leave is at the individual employee's discretion, subject to the limitations set out below.</p> <p>Request For Leave</p> <p>In deciding whether to approve or deny a request for discretionary use of state personal leave, the supervisor shall not seek or consider the reasons for which an employee requests to use leave. The supervisor shall, however, consider the duration of the requested</p>		<p style="text-align: right;">133</p>

Board Policy DEC (Local)	Statute — Verbatim Text	Analysis of Differences
<p>absence in conjunction with the effect of the employee's absence on the educational program and District operations, as well as the availability of substitutes.</p> <p>Local Leave</p> <p>Each employee shall earn a maximum of five paid local leave days per school year in accordance with administrative procedures.</p> <p>Local leave shall accumulate without limit.</p> <p>Local leave shall be used according to the terms and conditions of state personal leave. [See State Personal Leave, above]</p> <p>Note: See DED(LOCAL) for provisions addressing vacation days for eligible employees.</p> <p>Off-Duty Days For Eligible Employees</p> <p>Eligible exempt employees who work on a 12-month schedule may take off-duty days from July 1 of the calendar year through August 31 of the following calendar year. This constitutes a 14-month period of time for the use of off-duty days.</p> <p>Eligible non-exempt employees who work on a 12-month schedule may take off-duty days from July 1 of the calendar year through June 30 of the following calendar year.</p> <p>The employee and his or her supervisor shall be responsible for the scheduling of leave and recordkeeping.</p> <p>The District shall not reimburse an employee for any unused off-duty days upon his or her separation from employment with the District.</p> <p>Nothing in this policy or provision shall alter the at-will status of an employee.</p>		<p style="text-align: right;">134</p>

Non-FMLA Leave

A full-time employee who has been employed with the District for less than 12 months, or who has been employed with the District for at least 12 months but has less than 1,250 hours of service during the 12 months immediately preceding the commencement of leave, and who has not exhausted FMLA leave may take up to six weeks of unpaid leave in a 12-month period for:

1. Absences related to the birth of a child and to care for the newborn child.
2. Absences related to the adoption or foster care placement of a child as defined by 29 CFR 825.122.
3. Absences related to caring for an immediate family member with a serious health condition.
4. Absences related to the employee's serious health condition as defined by 29 CFR 825.113 that makes the employee unable to perform essential job functions.

Non-FMLA leave shall run concurrently with any applicable paid leave and compensatory time.

The District shall permit non-FMLA leave days to be taken intermittently for the same condition, so long as the employee provides the District with supporting documentation from the treating physician.

For purposes of an employee's entitlement to non-FMLA leave, the 12-month period shall be July 1 through June 30.

Sick Leave Pool

Any employee who is unable to perform their essential job functions due to a serious health condition as defined by 29 CFR 825.113 or who is absent to care for an immediate family member who has a serious health condition as defined by 29 CFR 825.113, and who has exhausted all approved paid leave as well as any

Board Policy DEC (Local)	Statute — Verbatim Text	Analysis of Differences
<p>applicable compensatory time may request the establishment of a sick leave pool, to which District employees may donate local leave or state personal leave for use by the eligible employee.</p> <p>The Superintendent shall develop procedures for the implementation of the sick leave pool that address the following:</p> <ol style="list-style-type: none"> 1. Procedures to request the establishment of a sick leave pool. 2. The maximum number of days an employee may donate to a sick leave pool. 3. The maximum number of days per school year an eligible employee may receive from a sick leave pool. 4. The return of unused days to donors. <p>Appeal</p> <p>All decisions regarding the establishment or implementation of the District's sick leave pool may be appealed in accordance with DGBA(LOCAL).</p> <p>Mental Health Leave</p> <p>An employee who experiences a traumatic event in the scope of employment shall be granted a maximum of three days of mental health leave per traumatic event. Such leave shall be provided in accordance with administrative regulations and shall not be deducted from the employee's pay or leave balance.</p> <p>The Superintendent shall develop procedures regarding mental health leave that address the following:</p> <ol style="list-style-type: none"> 1. Circumstances or reasons under which an employee may use mental health leave. 2. Procedures for requesting mental health leave and maintaining the anonymity of the requester. 		136

Board Policy DEC (Local)	Statute — Verbatim Text	Analysis of Differences
<p>3. The administrator authorized to approve requests for mental health leave.</p> <p>4. Other procedures deemed necessary for administering this provision.</p> <p>Quarantine Leave</p> <p>A District peace officer shall be granted quarantine leave when ordered by the local health authority or the Superintendent to quarantine or isolate due to possible or known exposure to a communicable disease while on duty. Such leave shall be provided in accordance with administrative procedures and shall not be deducted from the employee's pay or leave balance. The Superintendent shall develop procedures regarding quarantine leave that address the following:</p> <ol style="list-style-type: none"> 1. Continuation of all employment benefits and compensation for the duration of the leave. 2. Reimbursement for reasonable costs related to the quarantine. 3. Other procedures deemed necessary for administering this provision. <p>Line Of Duty Illness Or Injury Leave Of Absence</p> <p>Following a leave of absence with full pay as required by law, the District shall not extend the leave of absence for a police officer's line of duty illness or injury. In accordance with law, the police officer may use accumulated leave.</p> <p>Family And Medical Leave</p> <p>FMLA leave shall run concurrently with applicable paid leave and compensatory time, as applicable.</p>		137

Board Policy DEC (Local)	Statute — Verbatim Text	Analysis of Differences
<p><u>except that, in accordance with Texas Education Code Section 21.417, a classroom teacher may elect not to use the teacher’s paid personal leave concurrently with unpaid leave under the Family and Medical Leave Act (29 U.S.C. Section 2601 et seq.) for an absence due to pregnancy, the birth of a child, or the adoption of a child.</u></p> <p>Note: See DECA(LEGAL) for provisions addressing FMLA.</p> <p>Twelve-Month Period</p> <p>For purposes of an employee's entitlement to FMLA leave, the 12-month period shall be July 1 through June 30.</p> <p>Combined Leave For Spouses</p> <p>When both spouses are employed by the District, the District shall limit FMLA leave for the birth, adoption, or placement of a child, or to care for a parent with a serious health condition, to a combined total of 12 weeks. The District shall limit military caregiver leave to a combined total of 26 weeks.</p> <p>Intermittent Or Reduced Schedule Leave</p> <p>The District shall not permit use of intermittent or reduced schedule FMLA leave for the care of a newborn child or for the adoption or placement of a child with the employee.</p> <p>Certification Of Leave</p> <p>When an employee requests leave, the employee shall provide certification, in accordance with FMLA procedures, of the need for leave.</p>		<p>138</p>

Fitness-For-Duty Certification

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

Leave At The End Of Semester

When a teacher takes leave near the end of the semester, the District may require the teacher to continue leave until the end of the semester.

Temporary Disability Leave

Any full-time employee whose position requires educator certification by the State Board for Educator Certification or by the District shall be eligible for temporary disability leave. The maximum length of temporary disability leave shall be 180 calendar days. [See DBB(LOCAL) for temporary disability leave placement and DEC(LEGAL) for return to active duty.]

An employee's notification of the need for extended absence due to the employee's own medical condition shall be forwarded to the Superintendent as a request for temporary disability leave.

~~The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave.~~

The District shall require the employee to use temporary disability leave and paid leave, including any compensatory time, concurrently with FMLA leave, except that a classroom teacher may elect, as provided by Texas Education Code Section 21.418, not to use paid personal leave concurrently with unpaid FMLA leave for an absence due to pregnancy, the birth of a child, or the adoption of a child.

Workers' Compensation

Note: Workers' compensation is not a form of leave. The workers' compensation law does not require the continuation of the District's contribution to health insurance.

An absence due to a work-related injury or illness shall be designated as non-FMLA leave, FMLA leave, temporary disability leave, and/or assault leave, as applicable.

Paid Leave Offset

The District shall permit the option for paid leave offset in conjunction with workers' compensation income benefits. [See CRE]

Court Appearances

Absences due to compliance with a valid subpoena or for jury duty shall be fully compensated by the District and shall not be deducted from the employee's pay or leave balance.

Annual Payment For Unused Leave

Each employee may request annual payment for unused local leave to a maximum of five days per school year.

An employee who wishes to receive payment for unused local leave must submit his or her written request in accordance with administrative procedures.

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

Payment For Accumulated Leave Upon Retirement

Administrative And Professional Personnel

Administrative and professional personnel employed prior to July 1, 1988, who retire under the eligibility provisions of the Texas Teacher Retirement System (TRS) shall be paid according to the employee's last daily rate of pay, to a maximum of 60 accumulated days of state sick leave accumulated prior to May 31, 1995, and state personal leave, as evidenced by service records. This provision shall apply only to leave earned while employed in the District. Payment shall be made as compensation and shall be paid at the time of the final contract salary check immediately prior to retirement. The District may require proof of actual retirement.

If an administrative or professional employee dies while employed by the District, his or her estate shall be paid any accumulated state sick or personal leave, to a maximum of 60 days as evidenced by service records. This provision shall apply only to leave earned while employed in the District.

The District shall record on the employee's service record any state days paid upon retirement.

Paraprofessional And Auxiliary Personnel

Paraprofessional and auxiliary personnel employed prior to July 1, 1988, who retire under the eligibility provisions of TRS shall be paid according to the employee's last daily rate of pay, to a maximum of 30 accumulated days of local sick leave, state sick leave earned prior to May 31, 1995, and state personal leave, as evidenced by service records. This provision shall apply only to leave earned while employed in the

Board Policy DEC (Local)	Statute — Verbatim Text	Analysis of Differences
<p>District. Payment shall be made as compensation and shall be paid at the time of the final paycheck immediately prior to retirement. The District may require proof of actual retirement.</p> <p>If a paraprofessional or auxiliary employee dies while employed by the District, his or her estate shall be paid for any accumulated local sick leave, to a maximum of 30 days as evidenced by service records. This provision shall apply only to leave earned while employed in the District.</p> <p>The District shall record on the employee's service record any state days paid upon retirement.</p> <p>Payment For Accumulated Leave Upon Separation</p> <p>The following leave provisions shall apply to local leave accumulated beginning on the original effective date of this program. For purposes of this provision, the original effective date shall be the 2021–2022 school year.</p> <p>An employee who has not been issued a final paycheck and who separates from employment with the District shall be eligible for payment for accumulated local leave when the employee's separation from employment is voluntary, i.e., the employee is retiring or resigning and is not being discharged or nonrenewed.</p> <p>The employee shall receive payment for each day of accumulated local leave at the current standard substitute certified teacher rate for professional staff or the substitute paraprofessional rate for paraprofessional and auxiliary staff, to a maximum of \$5,000. The rate established by the Board shall be in effect until the Board adopts a new rate. Any changes to the rate shall apply beginning with the school year following the adoption of the rate change.</p>		<p style="text-align: right;">142</p>

Board Policy DEC (Local)	Statute — Verbatim Text	Analysis of Differences
<p>If the employee is reemployed with the District, local leave days accrued prior to separation shall no longer be available.</p> <p>Neutral Absence Control</p> <p>Prompt and regular attendance is an essential function of every District position. To assist employees, the District offers a comprehensive leave program that provides paid and unpaid leave to employees. Excessive absenteeism or abuse of any leave policy shall result in immediate disciplinary action that could include discharge. If an employee is unable to return to work after all approved leave has been exhausted, employment shall be terminated in accordance with District policy [see DF series]. The employee's eligibility for reasonable accommodations, as required by the Americans with Disabilities Act [see DAA(LEGAL)], shall be considered before termination.</p> <p>An employee must return to work for at least 30 days to be considered as having returned to work.</p> <p>If medical certification is required to authorize leave for an employee's personal illness or the employee's serious health condition, the employee must provide medical certification indicating that the employee is fit for duty and is able to perform the essential functions of his or her position, with reasonable accommodations if necessary.</p> <p>An employee who is absent from work for three or more consecutive working days without notice or approval, and who cannot be reached by the immediate supervisor, may be separated from the District for job abandonment in accordance with District policy.</p> <p>DEC (Local Policy)</p>		<p style="text-align: right;">143</p>

Board Policy DEC (Local)	Statute — Verbatim Text	Analysis of Differences

Conroe ISD (conroe-isd)

Personnel Positions (DP)

Policy Type: Local Policy

Principal Qualifications

~~In addition to the minimal certification requirement, a principal shall have at least:~~

- ~~1. Working knowledge of curriculum and instruction;~~
- ~~2. The ability to evaluate instructional program and teaching effectiveness;~~
- ~~3. The ability to manage budgets and personnel and to coordinate campus functions;~~
- ~~4. The ability to explain policy, procedures, and data;~~
- ~~5. Strong communications, public relations, and interpersonal skills;~~
- ~~6. Prior experience in instructional leadership roles; and~~
- ~~7. Other qualifications deemed necessary by the Board and included in the job description.~~

The principal's job description shall include the following qualifications, and the District shall evaluate each candidate against these qualifications prior to employment in addition to any requirements in Texas law or regulation. A principal shall have at least:

1. The ability to implement and monitor high-quality instructional materials and curriculum delivery with a high degree of fidelity and consistency across classrooms.
2. The ability to implement and monitor high-quality instructional practices to ensure that the Texas Essential Knowledge and Skills are taught at grade level or above in every campus classroom.
3. The ability to establish and sustain a high-quality campus culture and ensure compliance with behavior and discipline standards.
4. The ability to adopt, monitor, and report annual goals and performance metrics for student achievement on standardized assessments and other measures at the campus level, including goals required by Texas Education Code §§ 11.185 and 11.186 (H.B. 3, 86th Texas Legislature).
5. The ability to guide, evaluate, and continuously improve the campus instructional program and teaching effectiveness.
6. The ability to manage campus budgets, evaluate personnel based on performance metrics, and coordinate campus operations.
7. The ability to implement and ensure compliance with state and federal law, Board Policy, and District procedures.
8. The ability to monitor and interpret student performance data and adjust instruction to improve student outcomes.

9. Strong communication, public relations, and interpersonal skills, including the ability to effectively engage students, staff, parents, and community members.
10. The ability to align campus goals with the Superintendent's evaluation criteria and the District's Strategic Plan.
11. Any other qualifications deemed necessary and consistent with the District principal evaluation instrument.

School Counselors

In accordance with law, a school counselor shall spend 80 percent of the counselor's work time on duties that are components of a Comprehensive school ecounseling Program (CSCP). ~~{See FFEA}~~

~~If the Board approves a determination by the administration that due to District or campus staffing needs or other reasons a school counselor is prevented from spending 80 percent of the counselor's work time on duties that are components of a CSCP, the~~ The Superintendent shall ~~Board shall direct the Superintendent to~~ develop a revised job description for the school counselor that includes 80% of work time on the CSCP ~~addresses the percentage of the school counselor's time that shall be spent on duties related to the components of a CSCP~~ and the duties the school counselor is expected to perform in the remaining work time.

The Superintendent shall report to the Board ~~regarding adjustments~~ any substantial changes to the school counselor's job description or to a school counselor's duties under this Board Policy provision.

Chaplains

The District may approve a chaplain to provide student support services or programs on a volunteer basis. The Superintendent shall determine an application and screening process for chaplain candidates and appropriate ~~process and~~ District procedures.

Responsibilities

A chaplain shall:

1. Be available for any student or employee who may seek such chaplain's help or care;
2. Be a visible, integral member of the assigned school or campus working to develop positive, supportive relationships based on compassion and mutual respect with any eligible students that so desire;
3. Be present and visible both in the various activities in which students participate during the school day and the areas of the school or campus at which students are found. A chaplain may refer eligible students to other resources and personnel the District provides that might assist the students in any given situation;
4. Not proselytize or disparage any religion, belief, lack of belief, or faith group. A chaplain's provision of care, help, or counsel consistent with his or her beliefs or convictions to students who seek such care, help, or counsel is not proselytization or disparagement;
5. Not have disciplinary authority over students or student groups;

6. Not take the place of a certified school counselor.

Qualifications

For purposes of this Board Policy, a chaplain shall be certified from a reputable and established organization and maintain an ecclesiastical endorsement from his or her faith group certifying that such chaplain is:

1. A minister, rabbi, priest, imam, lay leader, or similar functionary of the faith group;
2. Qualified spiritually, morally, intellectually, and emotionally to serve as a chaplain for the District;
3. Sensitive to religious pluralism and able to provide for the free exercise of religion by all students.
4. Meet the requirements for a service provider under CJ(LOCAL).

Opt-In Participation

Parental or guardian consent shall be required before a student may participate in or be deemed eligible for any support, service, or program provided by a chaplain. The District shall distribute consent forms at the beginning of each school year. Consent shall be valid only for the school year in which it is signed and may be revoked at any time by the parent or guardian. The District shall provide notice to the parent or guardian each time a student receives support or services from, or participates in a program provided by, a chaplain.

Prior to beginning service, a chaplain shall comply with all applicable requirements of Texas Education Code Chapter 22, Subchapter C.

The District shall not employ or accept as a volunteer any chaplain who has been convicted of, or received deferred adjudication community supervision for an offense requiring registration as a sex offender under Chapter 62, Texas Code of Criminal Procedure.

Campus Behavior Coordinator Duties

Each campus shall designate a single individual to serve as the Campus Behavior Coordinator. The designated individual may be the campus principal or another campus administrator selected by the principal.

The Campus Behavior Coordinator is primarily responsible for maintaining student discipline and the implementation of this Board Policy and District procedure. Other school personnel may assist the Campus Behavior Coordinator in carrying out the duties; however, the Campus Behavior Coordinator shall retain ultimate responsibility and shall personally verify the completion of all duties and responsibilities assigned to the position by Board Policy, District procedure, or Texas Education Code § 37.0012.

In addition to any other duties assigned in District procedure, the Campus Behavior Coordinator (CBC) shall:

1. Monitor all student disciplinary referrals submitted on the campus;
2. Report to the campus's Threat Assessment and Safe and Supportive School Team, consistent with Policy FFB(LOCAL), any student that may violate the health or safety of students,

employees, or other individuals, including students who engage in conduct that includes the elements of criminal offenses;

3. Ensure a parent or person standing in parental relation to a student is notified in writing of the removal of a student from a classroom for any disciplinary reason. The written notice under this provision may be delivered via email. The written notice shall provide:

1. District or campus contact information,
2. An explanation of the requirements for the Return to Class Plan under Policy FO(LOCAL) and FOA(LOCAL), if applicable;
3. Reference to the provision in the Student Code of Conduct the student is asserted to have violated,
4. Relevant timelines, and
5. Other information as determined by District procedure.

The District shall adopt District procedures regarding the notice and implementation of this Policy.

DP (Local Policy)

Conroe ISD

Personnel Positions (DP) — Board Policy vs. Statute Side-by-Side Analysis

Board Policy DP (Local)	Statute — Exact Text	Analysis of Differences
Section 1: Principal Qualifications <i>(TEC §§ 11.201, 21.003; 19 TAC § 149.2001)</i>		

Conroe ISD (conroe-isd)

Personnel Positions (DP)

Policy Type: Local Policy

Principal Qualifications

~~In addition to the minimal certification requirement, a principal shall have at least:~~

- ~~1. Working knowledge of curriculum and instruction;~~
- ~~2. The ability to evaluate instructional program and teaching effectiveness;~~
- ~~3. The ability to manage budgets and personnel and to coordinate campus functions;~~
- ~~4. The ability to explain policy, procedures, and data;~~
- ~~5. Strong communications, public relations, and interpersonal skills;~~
- ~~6. Prior experience in instructional leadership roles; and~~
- ~~7. Other qualifications deemed necessary by the Board and included in the job description.~~

The principal's job description shall include the following qualifications, and the District shall evaluate each candidate against these qualifications prior to employment in addition to any requirements in Texas law or regulation. A principal shall have at least:

1. The ability to implement and monitor high-quality instructional materials and curriculum delivery with a high degree of fidelity and consistency across classrooms.

• **Job description evaluation requirement**
— **locally created:** The requirement to evaluate candidates against the expanded job description qualifications prior to employment is not found in TEC § 11.201 or 19 TAC § 149.2001. This is a locally created evaluation requirement, which is permissible.

Board Policy DP (Local)	Statute — Exact Text	Analysis of Differences
<ol style="list-style-type: none"> 2. <u>The ability to implement and monitor high-quality instructional practices to ensure that the Texas Essential Knowledge and Skills are taught at grade level or above in every campus classroom.</u> 3. <u>The ability to establish and sustain a high-quality campus culture and ensure compliance with behavior and discipline standards.</u> 4. <u>The ability to adopt, monitor, and report annual goals and performance metrics for student achievement on standardized assessments and other measures at the campus level, including goals required by Texas Education Code §§ 11.185 and 11.186 (H.B. 3, 86th Texas Legislature).</u> 5. <u>The ability to guide, evaluate, and continuously improve the campus instructional program and teaching effectiveness.</u> 6. <u>The ability to manage campus budgets, evaluate personnel based on performance metrics, and coordinate campus operations.</u> 7. <u>The ability to implement and ensure compliance with state and federal law, Board Policy, and District procedures.</u> 8. <u>The ability to monitor and interpret student performance data and adjust instruction to improve student outcomes.</u> 9. <u>Strong communication, public relations, and interpersonal skills, including the ability to effectively engage students, staff, parents, and community members.</u> 10. <u>The ability to align campus goals with the Superintendent's evaluation criteria and the District's Strategic Plan.</u> 		151

Board Policy DP (Local)	Statute — Exact Text	Analysis of Differences
<p>11. <u>Any other qualifications deemed necessary and consistent with the District principal evaluation instrument.</u></p>		
<p>Section 2: School Counselors (TEC § 33.006)</p>		

School Counselors

In accordance with law, a school counselor shall spend 80 percent of the counselor's work time on duties that are components of a ~~C~~omprehensive ~~s~~School ~~e~~Counseling ~~P~~rogram (CSCP). ~~[See FFEA]~~

~~If the Board approves a determination by the administration that due to District or campus staffing needs or other reasons a school counselor is prevented from spending 80 percent of the counselor's work time on duties that are components of a CSCP, the Superintendent shall Board shall direct the Superintendent to~~ develop a ~~revised~~ job description for the school counselor that ~~includes 80% of work time on the CSCP addresses the percentage of the school counselor's time that shall be spent on duties related to the components of a CSCP~~ and the duties the school counselor is expected to perform in the remaining work time.

The Superintendent shall report to the Board ~~regarding adjustments any substantial changes to the school counselor's job description or to a school counselor's~~ duties under this Board ~~Policy provision~~.

2025 Texas Statutes

Education Code

Title 2 - Public Education

Subtitle F - Curriculum, Programs, and Services

Chapter 33 - Service Programs and Extracurricular Activities

Subchapter A. School Counselors and Counseling Programs

Section 33.006. School Counselors; General Duties

Universal Citation:

TX Educ Code § 33.006 (2025)

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Sec. 33.006. SCHOOL COUNSELORS; GENERAL DUTIES. (a) The primary responsibility of a school counselor is to counsel students to fully develop each student's academic, career, personal, and social abilities.

(d) Except as provided by Subsection (e), the board of trustees of each school district shall adopt a policy that requires a school counselor to spend at least 80 percent of the school counselor's total work time on duties that are components of a counseling program developed under Section 33.005. For purposes of this subsection, time spent in administering assessment instruments or providing other assistance in connection with assessment instruments, except time spent in interpreting data from assessment instruments, is not considered time spent on

• **Board reporting requirement — locally added:** The requirement that the Superintendent report substantial changes to the Board is a locally created accountability mechanism not required by TEC § 33.006. This is a permissible and appropriate local addition.

Board Policy DP (Local)	Statute — Exact Text	Analysis of Differences
	<p>counseling. Each school in the district shall implement the policy. A copy of the policy shall be maintained in the office of each school in the district and made available on request during regular school hours to district employees, parents of district students, and the public.</p> <p>(e) If the board of trustees of a school district determines that, because of staffing needs in the district or at a school in the district, a school counselor must spend less than 80 percent of the school counselor's total work time on duties that are components of a counseling program developed under Section 33.005, the policy adopted under Subsection (d) shall:</p> <p>(1) include the reasons why the counselor needs to spend less than 80 percent of the counselor's work time on duties that are components of the counseling program;</p> <p>(2) list the duties the counselor is expected to perform that are not components of the counseling program; and</p> <p>(3) set the percentage of work time that the counselor is required to spend on components of the counseling program.</p>	<p>154</p>

Chaplains

The District may approve a chaplain to provide student support services or programs on a volunteer basis. The Superintendent shall determine an application and screening process for chaplain candidates and appropriate ~~process and~~ District procedures.

Responsibilities

A chaplain shall:

1. Be available for any student or employee who may seek such chaplain's help or care;
2. Be a visible, integral member of the assigned school or campus working to develop positive, supportive relationships based on compassion and mutual respect with any eligible students that so desire;
3. Be present and visible both in the various activities in which students participate during the school day and the areas of the school or campus at which students are found. A chaplain may refer eligible students to other resources and personnel the District provides that might assist the students in any given situation;
4. Not proselytize or disparage any religion, belief, lack of belief, or faith group. A chaplain's provision of care, help, or counsel consistent with his or her beliefs or convictions to students who seek such care, help, or counsel is not proselytization or disparagement;
5. Not have disciplinary authority over students or student groups;
6. Not take the place of a certified school counselor.

Qualifications

For purposes of this Board Policy, a chaplain shall be certified from a reputable and established organization and

Board Policy DP (Local)	Statute — Exact Text	Analysis of Differences
<p>maintain an ecclesiastical endorsement from his or her faith group certifying that such chaplain is:</p> <ol style="list-style-type: none"> 1. A minister, rabbi, priest, imam, lay leader, or similar functionary of the faith group; 2. Qualified spiritually, morally, intellectually, and emotionally to serve as a chaplain for the District; 3. Sensitive to religious pluralism and able to provide for the free exercise of religion by all students. 4. <u>Meet the requirements for a service provider under CJ(LOCAL).</u> <p>Opt-In Participation</p> <p>Parental or guardian consent shall be required before a student may participate in or be deemed eligible for any support, service, or program provided by a chaplain. The District shall distribute consent forms at the beginning of each school year. Consent shall be valid only for the school year in which it is signed and may be revoked at any time by the parent or guardian. The District shall provide notice to the parent or guardian each time a student receives support or services from, or participates in a program provided by, a chaplain.</p> <p>Prior to beginning service, a chaplain shall comply with all applicable requirements of Texas Education Code Chapter 22, Subchapter C.</p> <p>The District shall not employ or accept as a volunteer any chaplain who has been convicted of, or received deferred adjudication community supervision for an offense requiring registration as a sex offender under Chapter 62, Texas Code of Criminal Procedure.</p>		156
<p>Section 4: Campus Behavior Coordinator Duties (TEC § 37.0012)</p>		

Board Policy DP (Local)	Statute — Exact Text	Analysis of Differences
<p><u>Campus Behavior Coordinator Duties</u></p> <p><u>Each campus shall designate a single individual to serve as the Campus Behavior Coordinator. The designated individual may be the campus principal or another campus administrator selected by the principal.</u></p> <p><u>The Campus Behavior Coordinator is primarily responsible for maintaining student discipline and the implementation of this Board Policy and District procedure. Other school personnel may assist the Campus Behavior Coordinator in carrying out the duties; however, the Campus Behavior Coordinator shall retain ultimate responsibility and shall personally verify the completion of all duties and responsibilities assigned to the position by Board Policy, District procedure, or Texas Education Code § 37.0012.</u></p> <p><u>In addition to any other duties assigned in District procedure, the Campus Behavior Coordinator (CBC) shall:</u></p> <ol style="list-style-type: none"> 1. <u>Monitor all student disciplinary referrals submitted on the campus;</u> 2. <u>Report to the campus’s Threat Assessment and Safe and Supportive School Team, consistent with Policy FFB(LOCAL), any student that may violate the health or safety of students, employees, or other individuals, including students who engage in conduct that includes the elements of criminal offenses;</u> 3. <u>Ensure a parent or person standing in parental relation to a student is notified in writing of the removal of a student from a classroom for any disciplinary reason. The written notice under this provision may be delivered via email. The written notice shall provide:</u> <ol style="list-style-type: none"> 1. <u>District or campus contact information,</u> 2. <u>An explanation of the requirements for the Return to Class Plan under Policy FO(LOCAL) and FOA(LOCAL), if applicable;</u> 	<p>Educ. Code Section 37.0012</p> <p>Designation of Campus Behavior Coordinator</p> <p>(a)A person at each campus must be designated to serve as the campus behavior coordinator. The person designated may be the principal of the campus or any other campus administrator selected by the principal.</p> <p>(b)The campus behavior coordinator is primarily responsible for maintaining student discipline and the implementation of this subchapter.</p> <p>(c)Except as provided by this chapter, the specific duties of the campus behavior coordinator may be established by campus or district policy. Unless otherwise provided by campus or district policy:</p> <p>(1)a duty imposed on a campus principal or other campus administrator under this subchapter shall be performed by the campus behavior coordinator; and</p> <p>(2)a power granted to a campus principal or other campus administrator under this subchapter may be exercised by the campus behavior coordinator.</p> <p>(a-1) Additional school staff members may assist the campus behavior coordinator in the performance of the campus behavior coordinator's duties, provided that the campus behavior coordinator personally verifies that all aspects of this subchapter</p>	<p>•Added Campus Coordinator Duties: For example, TEC § 37.0012 does not explicitly require the CBC to report to the Threat Assessment Team unsafe students. This is a local expansion drawing from TEC § 37.115 (Threat Assessment Teams). The cross-reference to FFB(LOCAL) is appropriate.</p> <p>• 'Personally verify' language — locally added: The requirement that the CBC “personally verify the completion of all duties” is a local accountability addition not found in TEC § 37.0012. Permissible.</p> <p>• Notice content — partially local: TEC § 37.0012(c)(2) requires only “written notice of the disciplinary action.” The policy expands the notice content to include contact information, Return to Class Plan 157 explanation, Student Code of Conduct reference, and timelines. These are local expansions — permissible and protective.</p>

Board Policy DP (Local)	Statute — Exact Text	Analysis of Differences
<p>3. <u>Reference to the provision in the Student Code of Conduct the student is asserted to have violated.</u></p> <p>4. <u>Relevant timelines, and</u></p> <p>5. <u>Other information as determined by District procedure.</u></p> <p><u>The District shall adopt District procedures regarding the notice and implementation of this Policy.</u></p>	<p>are appropriately implemented.</p> <p>(b-1) The campus behavior coordinator shall:</p> <p>(1) monitor disciplinary referrals;</p> <p>(2) report to the campus's threat assessment and safe and supportive school team established under Section 37.115 any student who engages in conduct that contains the elements of:</p> <p>(A) the offense of terroristic threat under Section 22.07, Penal Code;</p> <p>(B) the offense of unlawfully carrying weapons under Section 46.02, Penal Code;</p> <p>(C) an offense relating to prohibited weapons under Section 46.05, Penal Code; or</p> <p>(D) the offense of exhibiting, using, or threatening to exhibit or use a firearm under Section 37.125 of this code; and</p> <p>(3) report to the campus's threat assessment and safe and supportive school team established under Section 37.115 any concerning student behaviors or behavioral trends that may pose a serious risk of violence to the student or others.</p>	<p>158</p>

Board Policy DP (Local)	Statute — Exact Text	Analysis of Differences
	<p>(d)The campus behavior coordinator shall promptly notify a student’s parent or guardian as provided by this subsection if under this subchapter the student is placed into in-school or out-of-school suspension, placed in a disciplinary alternative education program, expelled, or placed in a juvenile justice alternative education program or is taken into custody by a law enforcement officer. A campus behavior coordinator must comply with this subsection by:</p> <p>(1)promptly contacting the parent or guardian by telephone or in person; and</p> <p>(2)making a good faith effort to provide written notice of the disciplinary action to the student, on the day the action is taken, for delivery to the student’s parent or guardian.</p> <p>(e)If a parent or guardian entitled to notice under Subsection (d) has not been reached by telephone or in person by 5 p.m. of the first business day after the day the disciplinary action is taken, a campus behavior coordinator shall mail written notice of the action to the parent or guardian at the parent’s or guardian’s last known address.</p> <p>(f)If a campus behavior coordinator is unable or not available to promptly provide notice under Subsection (d), the principal or other designee shall provide the notice.</p>	<p style="text-align: right;">159</p>

Conroe ISD (conroe-isd)

Special Education: ARD Committee and Individualized Education Program (EHBAB)

Policy Type: Local Policy

Supplemental Special Education Services

Students who satisfy the eligibility criteria set forth in Subchapter A of Chapter 29 of the Texas Education Code and who are determined to derive an educational benefit shall be entitled to receive Supplemental Special Education Services. The available Supplemental Special Education Services shall include:

1. Occupational therapy, physical therapy, and speech therapy;
2. Private tutoring and other supplemental private instruction or programs; and
3. Crisis prevention and intervention training for the student's parent or person standing in parental relation to the student.

Resources

At each individualized education program committee meeting during which a student's individualized education program is discussed, the District shall provide the parent or legal guardian of a student who has an intellectual disability or a developmental delay with information about services and public benefits provided by the local intellectual and developmental disability authority that serves the county in which the student resides, including services under waiver programs established under Section 1915(c), Social Security Act (42 U.S.C. Section 1396n(c)) or other materials provided by the Texas Education Agency.

EHBAB (Local Policy)

Board Policy EHBAB (Local)	Statute — Verbatim Text	Analysis of Differences
Section 1: Supplemental Special Education Services (TEC § 29.041; TEC § 29.048)		
<p><u>EHBAB</u></p> <p><u>Supplemental Special Education Services</u></p> <p><u>Students who satisfy the eligibility criteria set forth in Subchapter A of Chapter 29 of the Texas Education Code and who are determined to derive an educational benefit shall be entitled to receive Supplemental Special Education Services.</u></p> <p><u>The available Supplemental Special Education Services shall include:</u></p> <ul style="list-style-type: none"> <u>• Occupational therapy, physical therapy, and speech therapy;</u> <u>• Private tutoring and other supplemental private instruction or programs; and</u> <u>• Crisis prevention and intervention training for the student’s parent or person standing in parental relation to the student</u> 	<p>Texas Education Code § 29.041. DEFINITIONS.</p> <p>In this subchapter:</p> <p>(3) “Supplemental services” means an additive service that provides an educational benefit to a student receiving special education services under Subchapter A, including:</p> <p>(A) occupational therapy, physical therapy, and speech therapy;</p> <p>(B) private tutoring and other supplemental private instruction or programs; and</p> <p>(C) crisis prevention and intervention training for the student’s parent or person standing in parental relation to the student.</p> <p>Texas Education Code § 29.048. ADMISSION, REVIEW, AND DISMISSAL COMMITTEE DUTIES.</p> <p>(a) A student’s admission, review, and dismissal committee shall develop a student’s individualized education program under Section 29.005, in compliance with the Individuals with Disabilities Education Act (20 U.S.C. Section 1400 et seq.), without consideration of any supplemental services or supplemental instructional materials that may be provided under the program under this subchapter.</p> <p>(b) Unless the district first verifies that an account has been assigned to the student under Section 29.045, the admission, review, and dismissal committee of a student approved for participation in the program shall provide to the student’s parent at an admission, review, and dismissal committee meeting for the student:</p> <p>(1) information regarding the types of supplemental services or supplemental instructional materials available under the program and provided by agency-approved providers for which an account maintained under Section 29.042(b) for the student may be used; and</p> <p>(2) instructions regarding accessing an account described by Subdivision (1).</p>	<p style="text-align: right;">161</p>
<u>Section 2: Resources — Local Intellectual and Developmental Disability Authority</u> (TEC § 29.005 et seq.)		

Board Policy EHBAB (Local)	Statute — Verbatim Text	Analysis of Differences
<p><u>Resources</u></p> <p><u>At each individualized education program committee meeting during which a student’s individualized education program is discussed, the District shall provide the parent or legal guardian of a student who has an intellectual disability or a developmental delay with information about services and public benefits provided by the local intellectual and developmental disability authority that serves the county in which the student resides, including services under waiver programs established under Section 1915(c), Social Security Act (42 U.S.C. Section 1396n(c)) or other materials provided by the Texas Education Agency.</u></p>	<p>Texas Education Code § PROVISION OF INFORMATION REGARDING LOCAL INTELLECTUAL AND DEVELOPMENTAL DISABILITY AUTHORITY.</p> <p>(a) At the first individualized education program committee meeting during which a student’s individualized education program is developed under Section 29.005, a school district shall provide the parent or legal guardian of a student who has an intellectual disability or a developmental delay with information about services and public benefits provided by the local intellectual and developmental disability authority that serves the county in which the student resides, including services under waiver programs established under Section 1915(c), Social Security Act (42 U.S.C. Section 1396n(c)).</p>	<ul style="list-style-type: none"> • “Each” meeting vs. “first” meeting: The statute requires notice at “the first” IEP committee meeting at which the student’s IEP is developed. The policy requires notice at “each” IEP committee meeting during which the IEP is discussed. The policy is broader — requiring repeated disclosure at every IEP meeting, not just the first.

Conroe ISD (conroe-isd)

Student Discipline (FO)

Policy Type: Local Policy

Student Code Of Conduct

The District's rules of discipline are maintained in the Board-adopted Student Code of Conduct and are established to support an environment conducive to teaching and learning.

Rules of conduct and discipline shall not have the effect of discriminating on the basis of gender, race, color, disability, religion, ethnicity, or national origin.

At the beginning of the school year and throughout the school year as necessary, the Student Code of Conduct shall be:

1. Posted and prominently displayed at each campus or made available for review in the principal's office, as required by law; and
2. Made available on the District's website and/or as a hard copy to students, parents, teachers, administrators, and others on request.

Revisions

Revisions to the Student Code of Conduct approved by the Board during the year shall be made available promptly to students and parents, teachers, administrators, and others.

Requirements

The District shall include Board Policy FO(LOCAL) and FOA(LOCAL), as appropriate, in the Student Code of Conduct.

The Superintendent, with Board approval, may provide a virtual expulsion program authorized under Texas Education Code § 37.0083.

Physical Activity

An employee shall not restrict participation in recess or other physical activity offered as part of the District's or school's physical education curriculum for a student enrolled in pre-kindergarten, kindergarten or in a grade level below grade eight as a penalty for the student's academic performance or behavior.

Extracurricular Standards Of Behavior

With the approval of the principal ~~and Superintendent~~, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the

activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property.

A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.

Standards of behavior for an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions.

A student may be removed from participation in extracurricular activities or may be excluded from school honors for violation of extracurricular standards of behavior for an activity or for violation of the Student Code of Conduct.

"Parent" Defined

Throughout the Student Code of Conduct and discipline policies, the term "parent" includes a parent, legal guardian, or other person having lawful control of the child.

General Discipline Guidelines

A District employee shall adhere to the following general guidelines when imposing discipline:

1. A student shall be disciplined when necessary to improve the student's behavior, to maintain order, or to protect other students, school employees, or property.
2. A student shall be treated fairly and equitably. Discipline shall be based on an assessment of the circumstances of each case. Factors to consider shall include:
 1. The seriousness of the offense;
 2. The student's age;
 3. The frequency of misconduct;
 4. The student's attitude;
 5. The potential effect of the misconduct on the school environment;
 6. Requirements of Chapter 37 of the Education Code; and
 7. The Student Code of Conduct adopted by the Board.
3. Before a student under 18 is assigned to detention outside regular school hours, notice shall be given to the student's parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation.

Corporal Punishment

The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline for violations of the Student Code of Conduct.

Physical Restraint

Note: A District employee may restrain a student with a disability who receives special education services only in accordance with law. [See FOF(LEGAL)]

Within the scope of an employee's duties, an employee may physically restrain a student if the employee reasonably believes restraint is necessary in order to:

1. Protect a person, including the person using physical restraint, from physical injury.
2. Obtain possession of a weapon or other dangerous object.
3. Protect property from serious damage.
4. Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures.

FO (Local Policy)

Board Policy FO (Local)	Statute — Text	Analysis of New Additions
Section 1: Student Code of Conduct (TEC §§ 37.001, 37.018)		
<p>Student Code Of Conduct</p> <p>The District’s rules of discipline are maintained in the Board-adopted Student Code of Conduct and are established to support an environment conducive to teaching and learning.</p> <p>Rules of conduct and discipline shall not have the effect of discriminating on the basis of gender, race, color, disability, religion, ethnicity, or national origin.</p> <p>At the beginning of the school year and throughout the school year as necessary, the Student Code of Conduct shall be:</p> <ul style="list-style-type: none"> • Posted and prominently displayed at each campus or made available for review in the principal’s office, as required by law; and • Made available on the District’s website and/or as a hard copy to students, parents, teachers, administrators, and others on request. <p>Revisions</p> <p>Revisions to the Student Code of Conduct approved by the Board during the year shall be made available promptly to students and parents, teachers, administrators, and others.</p> <p>Requirements</p>	<p>TEC § 37.001(a)</p> <p>The board of trustees of an independent school district shall, with the advice of its district-level committee established under Subchapter F, Chapter 11, adopt a student code of conduct for the district. The student code of conduct must be posted and prominently displayed at each school campus or made available for review at the office of the campus principal. In addition to establishing standards for student conduct, the student code of conduct must:</p>	<p>Add that Student Code of Conduct must include <u>FO(LOCAL)</u> and <u>FOA(LOCAL)</u>.</p> <p style="text-align: right;">166</p>

Board Policy FO (Local)	Statute — Text	Analysis of New Additions
<p><u>The District shall include Board Policy FO(LOCAL) and FOA(LOCAL), as appropriate, in the Student Code of Conduct.</u></p> <p><u>The Superintendent, with Board approval, may provide a virtual expulsion program authorized under Texas Education Code § 37.0083.</u></p>		
<p>Section 2: Physical Activity <i>(TEC § 28.002(l) — not provided)</i></p>		
<p><u>Physical Activity</u></p> <p><u>An employee shall not restrict participation in recess or other physical activity offered as part of the District’s or school’s physical education curriculum for a student enrolled in pre-kindergarten, kindergarten or in a grade level below grade eight as a penalty for the student’s academic performance or behavior.</u></p>	<p>S.B. No. 25</p> <p>(1-4) In providing a physical education curriculum under Subsection (l), a school employee may not restrict participation in:</p> <p style="padding-left: 40px;">(1) recess or other physical activity offered as part of the district's or school's physical education curriculum for a student enrolled in kindergarten or in a grade level below grade six as a penalty for the student's academic performance or behavior; or</p> <p style="padding-left: 40px;">(2) physical activity offered as part of the district's or school's physical education curriculum for a student enrolled in grade level six, seven, or eight as a penalty for the student's academic performance or behavior.</p> <p style="padding-left: 40px;">(u) In adopting the essential knowledge and skills for the health curriculum under Subsection (a)(2)(B) for a grade level from kindergarten through grade eight, the State Board of Education shall adopt essential knowledge and skills that include nutrition instruction based on nutritional guidelines recommended by the Texas Nutrition Advisory Committee established under Chapter 119B, Health and Safety Code.</p>	<p>Expansion of Statute</p> <p>Board Policy does not allow recess to be removed for discipline reasons.</p> <p style="text-align: right;">167</p>

Board Policy FO (Local)	Statute — Text	Analysis of New Additions
Section 3: Extracurricular Standards of Behavior <i>(Local policy — deletion only)</i>		
<p>Extracurricular Standards Of Behavior</p> <p>With the approval of the principal and Superintendent, sponsors and coaches of extracurricular activities may develop and enforce standards of behavior that are higher than the District-developed Student Code of Conduct and may condition membership or participation in the activity on adherence to those standards. Extracurricular standards of behavior may take into consideration conduct that occurs at any time, on or off school property.</p> <p>A student shall be informed of any extracurricular behavior standards at the beginning of each school year or when the student first begins participation in the activity. A student and his or her parent shall sign and return to the sponsor or coach a statement that they have read the extracurricular behavior standards and consent to them as a condition of participation in the activity.</p> <p>Standards of behavior for an extracurricular activity are independent of the Student Code of Conduct. Violations of these standards of behavior that are also violations of the Student Code of Conduct may result in independent disciplinary actions.</p> <p>A student may be removed from participation in extracurricular activities</p>	<p>Note</p> <p>No verbatim statutory text was provided for this section. Extracurricular standards of behavior authority derives from TEC § 33.081 and general Board authority under TEC § 11.151, neither of which was included in the provided statutes.</p>	168

Board Policy FO (Local)	Statute — Text	Analysis of New Additions
<p>or may be excluded from school honors for violation of extracurricular standards of behavior for an activity or for violation of the Student Code of Conduct.</p>		
<p>Section 4: Parent Definition and General Discipline Guidelines <i>(TEC § 37.001(a)(4) — unchanged)</i></p>		
<p>“Parent” Defined</p> <p>Throughout the Student Code of Conduct and discipline policies, the term “parent” includes a parent, legal guardian, or other person having lawful control of the child.</p> <p>General Discipline Guidelines</p> <p>A District employee shall adhere to the following general guidelines when imposing discipline:</p> <ul style="list-style-type: none"> • A student shall be disciplined when necessary to improve the student’s behavior, to maintain order, or to protect other students, school employees, or property. • A student shall be treated fairly and equitably. Discipline shall be based on an assessment of the circumstances of each case. Factors to consider shall include: <ul style="list-style-type: none"> – The seriousness of the offense; – The student’s age; – The frequency of misconduct; – The student’s attitude; – The potential effect of the misconduct on the school environment; 	<p>TEC § 37.001(a)(4) — Verbatim</p> <p>The student code of conduct must specify that consideration will be given, as a factor in each decision concerning suspension, removal to a disciplinary alternative education program, expulsion, or placement in a juvenile justice alternative education program, regardless of whether the decision concerns a mandatory or discretionary action, to: (A) self-defense; (B) intent or lack of intent at the time the student engaged in the conduct; (C) a student’s disciplinary history; (D) a disability that substantially impairs the student’s capacity to appreciate the wrongfulness of the student’s conduct; (E) a student’s status in the conservatorship of the Department of Family and Protective Services; or (F) a student’s status as a student who is homeless.</p>	<p style="text-align: right;">169</p>

Board Policy FO (Local)	Statute — Text	Analysis of New Additions
<ul style="list-style-type: none"> – Requirements of Chapter 37 of the Education Code; and – The Student Code of Conduct adopted by the Board. • Before a student under 18 is assigned to detention outside regular school hours, notice shall be given to the student’s parent to inform him or her of the reason for the detention and permit arrangements for necessary transportation. 		
<p>Section 5: Corporal Punishment <i>(TEC § 37.0011; Penal Code § 9.62 — unchanged)</i></p>		
<p>Corporal Punishment</p> <p>The Board prohibits the use of corporal punishment in the District. Students shall not be spanked, paddled, or subjected to other physical force as a means of discipline for violations of the Student Code of Conduct.</p>	<p>TEC § 37.0011(b)</p> <p>If the board of trustees of an independent school district adopts a policy under Section 37.001(a)(8) under which corporal punishment is permitted as a method of student discipline, a district educator may use corporal punishment to discipline a student unless the student’s parent or guardian or other person having lawful control over the student has previously provided a written, signed statement prohibiting the use of corporal punishment as a method of student discipline.</p> <p>Penal Code § 9.62</p> <p>The use of force, but not deadly force, against a person is justified: (1) if the actor is entrusted with the care, supervision, or administration of the person for a special purpose; and (2) when and to the degree the actor reasonably believes the force is necessary to further the special purpose or to maintain discipline in a group.</p>	170
<p>Section 6: Physical Restraint <i>(TEC § 37.0023; Penal Code § 9.62 — unchanged)</i></p>		

Board Policy FO (Local)	Statute — Text	Analysis of New Additions
<p>Physical Restraint</p> <p>Note: A District employee may restrain a student with a disability who receives special education services only in accordance with law. [See FOF(LLEGAL)]</p> <p>Within the scope of an employee’s duties, an employee may physically restrain a student if the employee reasonably believes restraint is necessary in order to:</p> <ul style="list-style-type: none"> • Protect a person, including the person using physical restraint, from physical injury. • Obtain possession of a weapon or other dangerous object. • Protect property from serious damage. • Remove a student refusing a lawful command of a school employee from a specific location, including a classroom or other school property, in order to restore order or to impose disciplinary measures. 	<p>TEC § 37.0023(b) — Verbatim</p> <p>A school district or school district employee or volunteer or an independent contractor of a school district may not apply an aversive technique, or by authorization, order, or consent, cause an aversive technique to be applied, to a student.</p> <p>Penal Code § 9.62 — Verbatim</p> <p>The use of force, but not deadly force, against a person is justified: (1) if the actor is entrusted with the care, supervision, or administration of the person for a special purpose; and (2) when and to the degree the actor reasonably believes the force is necessary to further the special purpose or to maintain discipline in a group.</p>	<p style="text-align: right;">171</p>

Conroe ISD (conroe-isd)

Student Discipline (FOA)

Policy Type: Local Policy

Definitions

A Return to Class Plan means a written plan that must be in place before the student may be returned to class after an employee's removal for any significant disciplinary reason. The Return to Class Plan may be provided to the parent or guardian. The principal may only designate an employee of the school whose primary duties do not include classroom instruction to create a Return to Class Plan, such as the Campus Behavior Coordinator.

Required Content of Every Return to Class Plan

Each Return to Class Plan shall include:

1. Identifying information, including student name, campus, grade level, teacher, and date of removal;
2. Basis for removal, including the specific conduct that led to removal, with reference to the Student Code of Conduct provision the student is asserted to have violated;
3. Behavioral expectations, including specific, observable behavioral expectations the student must demonstrate before returning to the classroom — expectations must be concrete and measurable, not general or aspirational;
4. Support services, including any support services to be provided during the removal period, including counseling, behavioral intervention, tutoring, or other academic support;
5. Timeline, including the anticipated return date;
6. Signatures, including signature lines for: (1) the non-instructional administrator who created the plan; (2) the removing teacher indicating written consent to return, or documentation of the placement review committee determination if consent was not provided; and (3) the parent or guardian.

If the parent or guardian refuses to sign, the return to class plan shall be implemented. The return to class plan may be provided electronically.

Teacher Removal of a Student for a Single Incident

A teacher may remove a student from class who has a single incident of:

1. Repeatedly interfering with the teacher's ability to communicate effectively with the students in the class or with the ability of the other students in the class to learn;
2. Demonstrating behavior that is unruly, disruptive, or abusive toward the teacher, another adult, or another student; or
3. Engaging in conduct that constitutes bullying.

4. Other incidents as designated by the Board Policy, District procedure, or the Student Code of Conduct.

Requirements for Support During Suspension

The District shall provide to a student during the period of the student's suspension, regardless of whether the student is placed in in-school or out-of-school suspension, an alternative means of receiving all coursework that the student misses as a result of the suspension.

The District must provide at least one option for receiving the coursework that does not require the use of the Internet.

Return to Class Plan Required

If an employee removes a student from class for any significant disciplinary reason, there must be a Return to Class Plan in place for the student to return to any class.

Training

The Superintendent shall ensure that all campus principals, Campus Behavior Coordinators, classroom teachers, and other staff with disciplinary responsibilities receive training on this Board Policy and the applicable District procedures prior to the start of each school year and upon any material amendment to this Board Policy or related law.

Implementation

The Board has not adopted a policy for disciplinary placement under Texas Education Code Section 37.0014. The District shall adopt procedures to implement this Board Policy by December 31, 2026.

FOA (Local Policy)

Conroe ISD

Student Discipline (FOA) — Board Policy Side by Side

✓ = Compliant X = Gap or Error • = Note/Local Addition

Board Policy FOA (Local)	Statute — Verbatim Text	Analysis of Differences
Section 1: Definitions (TEC §§ 37.002(c-1), (c-2); 22.0512(b))		
<p><u>Definitions</u></p> <p><u>A Return to Class Plan means a written plan that must be in place before the student may be returned to class after an employee’s removal for any discipline reason. The Return to Class Plan may be provided to the parent or guardian. The principal may only designate an employee of the school whose primary duties do not include classroom instruction to create a Return to Class Plan, such as the Campus Behavior Coordinator.</u></p> <p><u>Required Content of Every Return to Class Plan</u></p> <p><u>Each Return to Class Plan shall include:</u></p> <ul style="list-style-type: none"> <u>• Identifying information, including student name, campus, grade level, teacher, and date of removal;</u> <u>• Basis for removal, including the specific conduct that led to removal, with reference to the Student Code of Conduct provision the student is asserted to have violated;</u> <u>• Behavioral expectations, including specific, observable behavioral expectations the student must demonstrate before returning to the classroom — expectations</u> 	<p>TEC § 37.002(c)</p> <p>If a teacher removes a student from class under Subsection (b), the principal may place the student into another appropriate classroom, into in-school suspension, or into a disciplinary alternative education program as provided by Section 37.008. The principal may not return the student to that teacher’s class without the teacher’s written consent unless the committee established under Section 37.003 determines that such placement is the best or only alternative available and, not later than the third class day after the day on which the student was removed from class, a conference in which the teacher has been provided an opportunity to participate has been held in accordance with Section 37.009(a). The principal may not return the student to that teacher’s class unless the teacher provides written consent for the student’s return or a return to class plan has been prepared for that student. The principal may only designate an employee of the school whose primary duties do not include classroom instruction to create a return to class plan. The terms of the removal may prohibit the student from attending or participating in school-sponsored or school-related activity.</p> <p>TEC § 37.002(c-1)</p> <p>A return to class plan required under Subsection (c) must be created before or at the conference described by that subsection. A plan created before the conference must be discussed at the conference.</p> <p>TEC § 37.002(c-2)</p> <p>The commissioner shall adopt a model return to class plan for use by a school district in creating a return to class plan for a student under Subsection (c).</p>	<p>Return to Class Plan is a significant expansion of the statute because under this Policy. a Return to Class Plan is required whenever a student is removed from the classroom under the Policy.</p> <ul style="list-style-type: none"> • Plan content — locally expanded: TEC §§ 37.002(c-1) and (c-2) require a Return to Class plan but do not specify its content. The seven content elements (identifying information, basis for removal, behavioral expectations, support services, timeline, signatures) are locally created. The commissioner’s model plan under § 37.002(c-2) sets a minimum baseline; the policy’s detailed content is a permissible local expansion. • Electronic delivery — locally added: Neither § 37.002(c-1) nor (c-2) address electronic delivery. This is a local addition. • Parent refusal provision — locally added: The provision that the plan shall be implemented if the parent refuses to sign is not in the statute.

Board Policy FOA (Local)	Statute — Verbatim Text	Analysis of Differences
<p><u>must be concrete and measurable, not general or aspirational;</u></p> <ul style="list-style-type: none"> <u>• Support services, including any support services to be provided during the removal period, including counseling, behavioral intervention, tutoring, or other academic support;</u> <u>• Timeline, including the anticipated return date;</u> <u>• Signatures, including signature lines for: (1) the non-instructional administrator who created the plan; (2) the removing teacher indicating written consent to return, or documentation of the placement review committee determination if consent was not provided; and (3) the parent or guardian. If the parent or guardian refuses to sign, the return to class plan shall be implemented. The return to class plan may be provided electronically.</u> 		175
Section 2: Teacher Removal to Campus Behavior Coordinator (TEC §§ 37.002(a), (b), (b-2), (b-3); 37.003)		
<p>Teacher Removal of a Student for a Single Incident</p> <p><u>A teacher may remove a student from class who has a single incident of:</u></p> <ul style="list-style-type: none"> <u>• Repeatedly interfering with the teacher’s ability to communicate effectively with the students in the class or with the ability of the other students in the class to learn;</u> <u>• Demonstrating behavior that is unruly, disruptive, or abusive toward the teacher, another adult, or another student; or</u> 	<p>Texas Education Code - EDUC § 37.002. Removal by Teacher Current as of January 01, 2024</p> <p>TEC § 37.002(b)</p> <p>(b) A teacher may remove from class a student who:</p> <p style="padding-left: 40px;">(1) repeatedly interferes [who has been documented by the teacher to repeatedly interfere] with the teacher's ability to communicate effectively with the students in the class or with the ability of the student's classmates to learn; [or]</p> <p style="padding-left: 40px;">(2) demonstrates [whose] behavior that is unruly, disruptive, or abusive toward the teacher, another adult, or another student; or</p>	<ul style="list-style-type: none"> • Item [38] catch-all — locally added: "Other incidents as designated by Board Policy, District procedure, or the Student Code of Conduct" is not in TEC § 37.002(b). This is a local addition permissible if grounded in the Student Code of Conduct.

Board Policy FOA (Local)	Statute — Verbatim Text	Analysis of Differences
<ul style="list-style-type: none"> • <u>Engaging in conduct that constitutes bullying.</u> • <u>Other incidents as designated by Board Policy, District procedure, or the Student Code of Conduct.</u> 	<p>(3) engages in conduct that constitutes bullying, as defined by Section 37.0832</p> <p>(b-3) Subject to Sections 28.0022(a)(2) and (d), a teacher may remove a student from class under Subsection (b) of this section based on a single incident of behavior described by Subsection (b)(1), (2), or (3).</p>	
<p>Section 3: Placement Review Committee and Student Support Requirements (TEC §§ 37.003; 37.005(b-2), (e))</p>		
<p><u>Requirements for Support During Suspension</u></p> <p><u>The District shall provide to a student during the period of the student’s suspension, regardless of whether the student is placed in in-school or out-of-school suspension, an alternative means of receiving all coursework that the student misses as a result of the suspension. The District must provide at least one option for receiving the coursework that does not require the use of the Internet.</u></p>	<p>(e) A school district shall provide to a student during the period of the student's suspension under this section, regardless of whether the student is placed in in-school or out-of-school suspension, an alternative means of receiving all course work provided in the classes in the foundation curriculum under Section 28.002(a)(1) that the student misses as a result of the suspension. The district must provide at least one option for receiving the course work that does not require the use of the Internet.</p>	<p>The Board Policy expands the statute to say students suspended shall receive support in all courses, and not just foundational.</p> <p style="text-align: right;">176</p>
<p>Section 4: Procedures — Consent, Conference, and Placement (TEC §§ 37.002(d); 37.009(a); 37.006; 37.007; 37.004)</p>		
<p><u>Return to Class Plan Required</u></p> <p><u>If an employee removes a student from class for any significant disciplinary reason, there must be a Return to Class Plan in place for the student to return to any class.</u></p>		<p>Add return to class plan requirements.</p>

Board Policy FOA (Local)	Statute — Verbatim Text	Analysis of Differences
Section 6: Training (TEC §§ 21.451; 37.001(b))		
<p>Training <u>The Superintendent shall ensure that all campus principals, Campus Behavior Coordinators, classroom teachers, and other staff with disciplinary responsibilities receive training on this Board Policy and the applicable District procedures prior to the start of each school year and upon any material amendment to this Board Policy or related law.</u></p> <p>Implementation <u>The Board has not adopted a policy for disciplinary placement under Texas Education Code Section 37.0014. The District shall adopt procedures to implement this Board Policy by December 31, 2026.</u></p>	<p>include a statement regarding whether the board has adopted a policy for parental involvement in school disciplinary placements under Section 37.0014 and, if so, the provisions of the policy</p>	<ul style="list-style-type: none"> • Training requirement — locally created with statutory basis: TEC does not explicitly require annual training on the FOA policy specifically. This draws from TEC §§ 21.451 (staff development) and § 37.001(b) (Student Code of Conduct training). The requirement is permissible and appropriate as a local policy. • Personnel scope broader than statute: TEC § 37.001(b) requires training for employees with responsibility for overseeing students' compliance with the 177 Student Code of Conduct. The policy extends training to all principals, CBCs, classroom teachers, and other disciplinary staff — a broader scope but appropriate. • Material amendment trigger — local best practice: Retraining upon material amendment to the policy or related law is not in the statute. It is a locally added best practice.

Conroe ISD (conroe-isd)

Community Relations: Nonschool Use of School Facilities (GKD)

Policy Type: Local Policy

Definitions

District Facility: Any District or campus facility, building, land, property, parking lot, parking space, or other District resource, or any portion thereof, designated by the Superintendent or designee as available for use by Facility Users under this Board Policy.

Facility User: Any non-District individual or entity approved to use a District Facility that is not part of an official District or campus-sponsored event, including Campus-Affiliated Facility Users, Employee Facility Users, and Student Activity Users.

Campus-Affiliated Facility User: An organization composed of parents, teachers, employees, and/or community members formed to support District or campus programs or activities, including PTA/PTO organizations, booster clubs, Board committees, employee organizations, and any other organization designated by the Board.

Employee Facility User: A full-time exempt District employee, or an entity owned or operated by one or more full-time exempt employees using District Facilities during non-employment hours, and after completing all required District employee commitments and obligations for any activities consistent with a Student Activity User. This term does not include daycare providers, childcare programs, or similar custodial care services.

Student Activity User: A person or entity providing programs, opportunities, or experiences for students residing in the District for purposes of engagement, development, enrichment, or participation. This includes, but is not limited to, extracurricular, co-curricular, and enrichment activities; tutoring; private lessons; academic, fine arts, athletic, and career and technical programs; and related clubs, organizations, camps, teams, performances, and events.

Scheduling Priorities

Subject to District and campus needs, the District shall give scheduling priority to Campus-Affiliated Facility Users, Employee Facility Users, and Student Activity Users over other Facility Users.

The District will make facilities available for reservation as far in advance as reasonably practicable, consistent with District and campus schedules and operational needs. Reasonable efforts will be made by the District to ensure an event occurs as scheduled or at an appropriate alternate location.

Facility Use

The District shall permit Facility Users to use District Facilities only for appropriate educational, recreational, civic, social, or religious activities that do not conflict with state or federal law, or Board Policies, including Board Policy EMB (Local), and District procedures.

The District reserves the right to deny or cancel any use in accordance with this Board Policy for any lawful reason.

The District may, at its sole discretion, decline to designate any District Facility as available for use under this Board Policy for any period of time.

The District shall maintain a publicly accessible website or comparable electronic platform that includes all relevant Board Policies and District procedures, all Board-approved fee schedules, and the applications for District Facility use.

The District shall provide an electronic system through which District full-time exempt employees may offer to serve as staff to monitor and support Facility Users. The District may require such District full-time exempt employees to complete training and meet additional qualifications.

The District shall not approve any use that is likely to result in damage beyond ordinary wear and tear, or by any Facility User with a documented history of damaging District Facilities or violating state or federal law or procedure, Board Policy, or District procedure.

Damages to District Facilities, Failure to Pay, Refusal of Facility Use

Except for Campus-Affiliated Facility Users and other entities designated by the Board, Superintendent or designee, Facility Users are responsible for all damages incurred during use, excluding ordinary wear and tear. The District will determine the extent of any damage and the associated repair costs in its sole discretion, and Facility Users must pay such costs promptly.

Additionally, the District will also refuse District Facility use to any Facility User that refuses to pay for damages or any prior unauthorized use under Facility Use Requirements.

Release of Liability

Except for Campus-Affiliated Facility Users and other entities designated by the Board, Superintendent or designee, all Facility Users must release and hold the District harmless from any liability for injury, damage to persons or property, or any other claims arising from District Facility use.

Except for Campus-Affiliated Facility Users and other entities designated by the Board, Superintendent or designee, the District will establish required liability insurance coverage amounts, which may vary depending on the nature of the facility use and other relevant factors.

Except for Campus-Affiliated Facility Users and other entities designated by the Board, all Facility Users must provide proof of the required insurance coverage before receiving approval to use District Facilities, if allowed by law.

Facility Use Requirements

Unless waived by the Superintendent or designee, or otherwise provided in this Board Policy, the following provisions shall apply to all Facility Users and shall be incorporated into District procedures governing the use of District Facilities:

1. Facility Users must complete the District's application process, satisfy all applicable requirements, and obtain explicit District approval before using any District Facility.
2. The District may cancel any District Facility use at any time without any liability for any lawful reason.
3. The District may refuse facility use on any day at its discretion.
4. Facility Users must execute a Release of Liability in a manner consistent with this Board Policy.
5. Facility Users shall be required to pay all required fees for District Facility use in advance of the scheduled use.
6. Notwithstanding any Board adopted and published fee schedule, the District may assess additional charges for staff, security, District Facility restoration or health and safety needs, as determined in its sole discretion, and such costs shall be borne by the Facility User. The District may assess additional fees for large-scale, special, unusual, or exclusive-use events to reflect the District's costs and ensure cost recovery.
7. The District may conduct background checks of Facility Users and may deny use based on the results.
8. Facility Users must conduct all activities in an orderly manner and comply with all applicable laws, regulations, Board Policies, District procedures, and the Student Code of Conduct provisions related to health and safety, including prohibitions on alcohol, illegal drugs, weapons, and tobacco on District property.
9. Facility Users shall not use District resources or equipment without prior written approval. The District may assess additional fees for unauthorized use, and the Facility User shall promptly pay.
10. Facility Users shall not make any alterations, temporary or permanent, without prior written approval. The District may assess additional fees for unauthorized alterations, and the Facility User shall promptly pay them.
11. Facility Users must review and agree to comply with this Board Policy, Board Policy EMB (Local), and all applicable Board Policies, District procedures, guidelines, and rental terms as a condition of approval.
12. The District may require Facility Users to complete training prior to using the facility.
13. Facility Users must ensure that participants remain within designated and authorized areas at all times. The District may assess additional fees for unauthorized use, and the Facility User shall promptly pay.
14. Facility Users shall not exceed approved occupancy limits or authorized time periods. The District may assess additional fees for unauthorized use, including overcapacity or extended use beyond the time allotted, and the Facility User shall promptly pay.

15. Facility Users shall not assign, sublease, or otherwise permit use of District facilities by any unapproved third party without District permission.
16. Facility Users shall promptly pay for any damages or unauthorized use determined by the District.
17. All Facility Users shall comply with the relevant provisions of the School Board Policy FFG (Legal) and FFG (Local) and take measures to protect individuals from abuse or misconduct, including maintaining appropriate supervision and avoiding, where appropriate, one-on-one contact between adults and minors in inappropriately concealed or locked areas. Facility Users shall help with investigations of abuse or misconduct and comply with all mandatory reporting requirements.
18. The District may at any time and for any reason permanently or temporarily revoke a Facility User's District Facility use without liability for violating this Board Policy or District procedure.

Facility Use Fees

The District will not approve any District Facility for use unless the Board has adopted a fee schedule for that District Facility.

Facility Users may be charged fees sufficient to recover the District's direct and indirect costs associated with facility use, including, but not limited to, minimum rental periods, operations, supervision, opening and closing, cleaning, staffing, overhead, ordinary wear and tear, equipment and room restoration, rubbish removal, and other related costs.

The District may develop, and the Board may adopt and publish, one or more fee schedules consistent with this Board Policy. Fee schedules may vary based on relevant, nondiscriminatory factors, including the type of Facility User, the nature, timing, and duration of use, the facility involved, whether use occurs during or outside regular business hours, nonprofit status, and similar considerations. Similarly situated Facility Users shall be charged the same or comparable fees.

Except as otherwise provided in this Board Policy, Facility Users shall be charged in accordance with the applicable Board-approved fee schedule.

Except as expressly authorized by this Board Policy, only the Board may waive or modify published fees by formal Board action.

Complimentary or Reduced Fees

Subject to provisions in this Board Policy, Campus-Affiliated Facility Users shall be granted complimentary use of District Facilities, subject to District and campus availability, reasonableness and practicality of the request, and scheduling priorities. The District may refuse use by any Campus-Affiliated Facility Users for any reason.

The District may develop, and the Board may adopt and publish, complimentary or reduced fee schedules for Employee Facility Users or Student Activity Users. Any such discounts must be

consistent with the District's cost-recovery objectives and may not result in an excessive loss of District funds.

Fees shall not be charged for use of District Facilities for public meetings sponsored by state or local governmental agencies or as otherwise required by law.

The District may designate any District Facilities, times, or uses as ineligible for complimentary or reduced fees.

The District shall estimate annually the cost to the District of complimentary or reduced fees.

Emergencies Or Disasters

The Superintendent or designee may authorize use of District Facilities by civil defense officials or other organizations in response to emergencies or disasters and may waive provisions of this Board Policy as appropriate. The Superintendent shall inform the Board of any such use and waiver as soon as practicable.

Appeals

Appeals of decisions under this Board Policy may be made in accordance with the District's grievance processes.

Implementation

The District shall adopt District Procedures to enact this Board Policy. The District shall fully transition and comply with this Board Policy by December 31, 2026, including presenting fee schedules for Board approval.

~~The District shall permit nonschool use of designated District facilities for educational, recreational, civic, or social activities when these activities do not conflict with school use or this policy.~~

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Scheduling Priorities

~~The campus principal and/or the District facilities manager shall have authority to cancel a scheduled nonschool use if conflict arises with a District activity.~~

Approval Of Use

~~An individual or organization desiring use of a District building or facility shall obtain and complete a written building use application and submit it to the campus principal.~~

~~The campus principal or other appropriate administrator shall review the application and determine whether the requested building or facility is available for use. If the building or facility is available, the principal or administrator shall note the availability on the application and shall~~

~~forward the application to the District facilities manager, who shall determine if the proposed use is consistent with District policy. Upon approval by the District facilities manager, arrangements for the collection of fees, scheduling of personnel, verification of insurance, and compliance with all other administrative requirements shall be made.~~

~~Building use applications may be obtained from the District facilities manager or online through the District's website.~~

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~~Release Of Liability~~

~~In applying for use of a District building or facility, an organization or individual shall agree to release the District from liability for personal injury and/or damages to personal property. Any group using a District building or facility shall be responsible for the cost of damages incurred during use. Damages and the cost associated with repairs shall be determined solely by the District and borne by the user.~~

~~Approval shall not be granted for any purpose that would damage school property or to groups that are known to have damaged other rented property.~~

~~[See CNB regarding nonschool use of District vehicles and FNAB regarding student group use of school facilities]~~

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~~Private Lessons, Clinics, And Summer Athletic Leagues~~

~~Private lessons, clinics, and summer athletic leagues serve an important school purpose because they enable students to be more proficient; therefore, a separate fee schedule for these activities shall be established by the Board. Criminal history checks shall be required of all persons providing individualized instruction. The fine arts department or the athletic department shall be responsible for obtaining and monitoring these criminal history checks.~~

~~Special Provisions~~

~~The following shall apply:~~

- ~~1.—All rental agreements shall be reviewed annually.~~
- ~~2.—The District reserves the right to cancel a rental agreement at any time use would interfere with school activities or when the wear and tear to the building or facility becomes too great. Determinations regarding interference with school activities or regarding excessive wear shall be within the sole discretion of the District.~~
- ~~3.—District buildings and facilities shall not be rented on Christmas Day, Thanksgiving Day, New Year's Day, Independence Day, or Labor Day, unless a waiver is granted by the Superintendent or designee.~~
- ~~4.—Any use of District kitchen facilities shall require the presence of a District cafeteria manager.~~
- ~~5.—The District athletic director shall approve all sports related activities, and the District fine arts coordinator shall approve all fine arts related activities.~~

- ~~6. An organization using a District building or facility shall be required to show liability coverage unless a waiver is granted by the Superintendent or designee. [See Release Of Liability, above]~~
- ~~7. The District reserves the right to charge any appropriate fee that is deemed necessary for use of a District building or facility. The District, when it deems necessary, reserves the right to require an administrator or police presence for any building or facility rental at the sole cost of the user.~~

Usage Fees

~~Users shall be charged a fee to pay for operation, supervision, or cleanup costs at District buildings and facilities. The Board shall publish a schedule of fees for the use of District buildings and facilities.~~

~~All users shall be charged a usage fee except as set out below.~~

Complimentary, Reduced, Or Waived Fees

~~Parent/teacher/employee organizations and other adult groups organized for the express purpose of supporting District activities and/or programs, such as PTA/PTO, booster clubs, and employee organizations, shall be permitted to use District buildings and facilities for meeting purposes without charge during normal business hours. [See DGA and GE]~~

~~Complimentary use shall not include the use of Districtwide facilities such as stadiums and the natatorium.~~

~~Building use fees shall not apply when District buildings and facilities are used as polling places for public elections, for precinct and county conventions, or for public meetings sponsored by state or local governmental agencies.~~

~~Each organization that qualifies for complimentary use of a District building or facility shall be allowed two free functions per year during nonschool hours. These functions may be activities such as fund-raisers, meetings, or special events.~~

~~All individuals or groups that qualify for complimentary use of a District building or facility that request use beyond the two nonschool hour functions provided by this policy shall be required to pay usage fees. However, the Board delegates to the Superintendent or designee the authority to approve additional complimentary use of District buildings or facilities to such groups when the Superintendent or designee determines such complimentary use is in the best interests of and benefits the students who attend school at the requested building.~~

~~School employees who conduct nonschool camps, clinics, workshops, or lessons for District students shall pay reduced building or facility use fees in accordance with the District's fee schedule.~~

~~Except as noted above, only the Board can waive all fees associated with the use of District buildings and facilities.~~

~~Fee waiver requests shall be handled in accordance with administrative procedure GKD.~~

~~Emergencies Or Disasters~~

~~The Superintendent or designee may authorize the use of District buildings or facilities by civil defense officials in case of emergencies or disasters.~~

~~Public Meetings Of State Or Local Governments~~

~~Fees shall not be charged when District buildings or facilities are used for public meetings sponsored by state or local governmental agencies.~~

~~Required Conduct~~

~~Organizations using District buildings or facilities shall:~~

- ~~1. Conduct their business in an orderly manner.~~
- ~~2. Abide by all laws and policies, including but not limited to those prohibiting the use, sale, or possession of alcoholic beverages, illegal drugs, and firearms and the use of tobacco products on school property.~~
- ~~3. Make no alteration, temporary or permanent, to school property without prior written consent from the Superintendent.~~

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~~Applicability Of Policy~~

~~This policy shall apply to the use of all District buildings and facilities unless this policy is specifically superseded by another policy, rule, or contract.~~

GKD (Local Policy)

***DRAFT FINAL FOR SECOND READ AND BOARD
ADOPTION***

***VERSION RELEASED TO BOARD JUNE 4, 2026, IN THE
BOARD BRIEF FOR POSSIBLE ADOPTION JUNE 16,
2026***

***CHANGES FROM VERSION RELEASED IN THE MAY
22 & 29, 2026 BOARD BRIEF ARE IN BLUE WITH
EXPLANATION FOR CHANGE***

***DRAFT FINAL FOR SECOND READ AND ADOPTION
JUNE 4, 2026***

**Conroe Independent School District Board of
Trustees'**

~~Code of Conduct and~~ Operating Procedures Manual

WELCOME & INTRODUCTION

Message from the Conroe ISD Board of Trustees

It is an honor to serve on the Conroe ISD Board of Trustees and to serve the Conroe ISD students, parents, staff, and community members. The Conroe ISD Board of Trustees is proud to share with you our Conroe ISD Board of Trustees' ~~Code of Conduct and~~ Operating Procedures Manual.

Introduction

This Conroe ISD Board of Trustees' ~~Code of Conduct and~~ Operating Procedures Manual is adopted by the Conroe ISD Board of Trustees to achieve the Trustees' Goals, Superintendent's Strategic Plan, and to govern and oversee management of Conroe ISD with accountability, ethics, and integrity.

Conroe ISD Board of Trustees Pledge

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The Conroe ISD Board of Trustees agrees to abide by the Conroe ISD Board of Trustees' ~~Code of Conduct and~~ Operating Procedures Manual, which is a Board Policy, and can only be changed by majority vote of the Conroe ISD Board of Trustees at a duly called meeting in compliance with the Texas Open Meetings Act.

Consistency with Law and Policy

This Conroe ISD Board of Trustees' ~~Code of Conduct and~~ Operating Procedures Manual (Manual) shall be interpreted in a manner consistent with applicable state and federal laws, administrative rules, and Conroe ISD Board of Trustees Policy (Board Policy). This Manual does not replace or override any state or federal laws, administrative regulation, or Board Policy. If any provision of this Manual conflicts with law, regulation, or Board Policy, the law, regulation, or Board Policy shall control.

Interpretation Authority

The Conroe ISD Board of Trustees has final authority to determine and interpret the Conroe ISD Board of Trustees' ~~Code of Conduct and~~ Operating Procedures Manual.

Who serves on the Conroe ISD Board of Trustees?

The Conroe ISD Board of Trustees is a seven-member governing body composed of elected Conroe ISD community members. In the event of a vacancy, a Trustee may be appointed in accordance with applicable law for the vacant seat.

Are Conroe ISD Board of Trustees volunteers?

The Conroe ISD Board of Trustees is an unpaid volunteer board that provides significant dedication and service.

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What does the Conroe ISD Board of Trustees do?

The Texas Education Code provides that the Trustees have the exclusive power and duty to govern and oversee the management of Conroe ISD and establishes specific Conroe ISD Board of Trustees statutory duties, including:

1. Establishing relationships with other public entities to support students;
2. Adopting a vision and Conroe ISD Board of Trustees' Goals and monitoring Trustees' Goal progress;
3. Holding the superintendent accountable for Trustees' Goals progress;
4. Adopting required planning and decision-making policies Board policies;
5. Publishing required performance and financial reports;
6. Adopting the District's budget and tax rate;
7. Monitoring finances and ensuring annual audits;
8. Conducting elections; and
9. Exercising additional powers such as issuing bonds, levying taxes, and entering into contracts as authorized by law.

Further, the Conroe ISD Board of Trustees and the Superintendent work together to:

1. Advocate for the high achievement of all Conroe ISD students;
2. Create and support connections with community organizations to provide community-wide support for the high achievement of all Conroe ISD students;
3. Provide educational leadership for Conroe ISD, including leadership in developing the Conroe ISD vision statement and Superintendent's Strategic Plan;
4. Establish Board Policies and Conroe ISD Board of Trustees' Goals tied directly to the Conroe ISD's vision statement and aligned with the Superintendent's Strategic Plan;
5. Support the professional development of principals, teachers, and other staff; and
6. Periodically evaluate Conroe ISD Board of Trustees' and Superintendent's leadership, governance, and teamwork.

What does the Conroe ISD Superintendent do?

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The Superintendent is the chief executive of Conroe ISD and faithfully performs the duties of the Superintendent as prescribed in the Texas Education Code, the Superintendent's job description and contract, Board Policy, and achieves the Board of Trustees' goal and the Superintendent's Strategic Plan, and complies with all lawful Board directives, state and federal law, District procedures, rules, and regulations. The Superintendent performs the duties of the Superintendent with reasonable care, diligence, skill, and expertise.

The Superintendent and Staff are responsible for developing and enforcing procedures for the operation of Conroe ISD. These procedures constitute the administrative regulations of Conroe ISD and consist of guidelines, handbooks, manuals, forms, and any other documents that define District standard operating procedures. While operating procedures are subject to Conroe ISD Board of Trustees review, they generally are not adopted by the Board.

How are Conroe ISD Board Trustees elected?

~~Unless a vacancy is filled by appointment as permitted by Texas law, the Conroe ISD Board of Trustees is elected by position on the uniform November election date in even-numbered years. Trustees serve four-year terms, with elections held biennially in a staggered manner so that three or four seats are on the ballot each election cycle.~~

~~All seven members of the Board of Trustees are elected at large by registered voters in Conroe ISD. The candidate with the highest number of votes wins the election for the position.~~

How does the Conroe ISD Board of Trustees make decisions?

A Trustee has authority to exercise power or bind the Board or Conroe ISD only when acting as a member of the Board of Trustees at a properly posted meeting at which a quorum is present, or when exercising authority that has been lawfully delegated by the

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Board to the Trustee. Individual Trustees have no authority to act on behalf of the Board absent such delegation.

The Board deliberates and takes official action in meetings that comply with the Texas Open Meetings Act, which is intended to ensure transparency, accountability, and public access to the deliberations and decisions of governmental bodies, including the Conroe ISD Board of Trustees.

~~CONROE ISD BOARD OF TRUSTEES~~

~~[Board of Trustees' pictures and bios are entered here.]~~

STRATEGIC FRAMEWORK

Vision

The District is a learning community united in its commitment to ensuring that all students graduate with confidence and competence. The schools and communities work together to provide performance standards that can be applied to the real world. This is achieved through the implementation of quality in instruction, operations, and leadership.

Goal 1: Student Achievement

Conroe ISD shall ensure all students are prepared for post-graduation success by mastering rigorous academic standards, developing critical thinking skills, closing achievement gaps, and preventing dropouts through a research-based, age-appropriate, TEKS-aligned curriculum that fosters student growth.

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Goal 2: Recruitment, Development, and Retention of Staff

Conroe ISD shall recruit, develop, retain, and support a highly qualified staff to become dynamic and satisfied leaders who deliver meaningful instruction, manage teams and resources effectively, and maintain a positive organizational culture.

Goal 3: Safe & Collaborative Culture

Conroe ISD shall provide a safe, positive, and disciplined environment conducive to student learning by fostering mutual respect and collaboration between all students, staff, and parents and by creating specific behavioral expectations and management systems.

Goal 4: Fiscal Stewardship

Conroe ISD shall exercise fiscal responsibility to maintain financial strength and a balanced budget while prioritizing a classroom-centered approach that adequately and appropriately supports education programs, salaries, benefits, and facility operations.

Goal 5: Communication & Community Relations

Conroe ISD shall build partnerships and foster a culture of trust with parents, community stakeholders, and within feeder zones by providing meaningful and timely two-way communication, transparency, and opportunities for more involvement.

Goal 6: Operations

Conroe ISD shall ensure efficient, safe, and effective management of all facilities, resources, and services to support a high-quality educational environment.

~~CONROE ISD BOARD OF TRUSTEES' CODE OF CONDUCT~~

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~~The establishment, adoption, and adherence to the Conroe ISD Board of Trustees' Code of Conduct is a mechanism for governing with integrity and ethics and serving Conroe ISD students, staff, and community members. The Superintendent will present a copy of the Conroe ISD Board of Trustees' Code of Conduct to each Trustee when elected.~~

~~As a member of the Conroe ISD Board of Trustees, I shall promote the best interests of Conroe ISD and its community as a whole and, to that end, shall adhere to the following ethical standards:~~

~~Commitment to Equity In Attitude~~

- ~~1. I will be fair, just, and impartial in all my decisions and actions.~~
- ~~2. I will accord others the respect I wish for myself.~~
- ~~3. I will listen with an open mind to others' ideas.~~

~~Commitment to Trustworthiness In Stewardship~~

- ~~1. I will be accountable to the public by representing Conroe ISD policies, programs, priorities, and progress accurately.~~
- ~~2. I will be responsive to the community by seeking its involvement in Conroe ISD affairs and by communicating its priorities and concerns.~~
- ~~3. I will work to ensure prudent and accountable use of Conroe ISD resources.~~
- ~~4. I will make no personal promise or take private action that may compromise my performance or my responsibilities.~~

~~Commitment to Honor In Conduct~~

- ~~1. I will tell the truth.~~
- ~~2. I will share my views while working toward alignment.~~
- ~~3. I will respect and not disparage the majority decision of the Board.~~
- ~~4. I will base my decisions on fact.~~

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- ~~5. I agree to not use coercive means or promise special treatment in order to influence Conroe ISD Board of Trustees, Superintendent, or Staff decisions.~~
- ~~6. I agree to avoid using my position to seek personal advantage, including refraining from requesting or accepting any special consideration for my students, relatives, or similar individuals.~~

~~Commitment to Integrity Of Character~~

- ~~1. I will consistently uphold all applicable laws, rules, policies, and governance procedures.~~
- ~~2. I agree to follow all security procedures when visiting any Conroe ISD campus or facility.~~
- ~~3. I agree to preserve the confidentiality of confidential or privileged information, including attorney-client privileged communications and communications in closed session of the Conroe ISD Board of Trustees, and to refrain from disclosing or using such information for any purpose outside the lawful interests of Conroe ISD or that will needlessly harm Conroe ISD if disclosed.~~
- ~~4. I agree to preserve Conroe ISD resources rather than use them to promote my personal causes or interests without first obtaining the Conroe ISD Board of Trustees' consent.~~
- ~~5. I agree to refrain from recording conversations with the Conroe ISD Board of Trustees or the Superintendent, using any electronic device or means, unless the Conroe ISD Board of Trustees voted to permit such recordings.~~

~~Commitment To Service~~

- ~~1. I will focus my attention on fulfilling the Board's responsibilities of goal setting, policymaking, and evaluation.~~
- ~~2. I agree to attend Conroe ISD Trustee Board Meetings fully prepared to participate, having read all materials and having asked necessary questions.~~
- ~~3. I will avoid involvement in responsibilities the Conroe ISD Board of Trustees has delegated to the Superintendent.~~

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- ~~4. I will seek continuing education that will enhance my ability to fulfill my duties effectively.~~

~~Commitment to Achieving Trustees' Goals~~

- ~~1. I will be continuously guided by what is best for all Conroe ISD students.~~
- ~~2. I agree to work cooperatively with fellow Trustees to adopt and publicly monitor comprehensive, appropriate, and clearly defined Conroe ISD Board of Trustees' Goals and desired results (Trustees' Goals), including the academic and financial performance measures required by Texas, along with additional performance measures, including third-grade reading and math goals, and college, career, and military readiness graduation goals, as necessary to comply with HB 3 (86th Texas Legislature).~~
- ~~3. I agree to ensure that the Superintendent: (1) implements and monitors a Superintendent's Strategic Plan, procedures, programs, and systems that achieve Conroe ISD Board of Trustees' Goals; and (2) is held accountable for achieving Trustees' Goals.~~
- ~~4. I agree to require the Superintendent to measure and then consistently and publicly report to the Conroe ISD Board of Trustees whether Conroe ISD Board of Trustees' Goals are accomplished.~~
- ~~5. I agree to evaluate the Superintendent, in part, based on the achievement of Conroe ISD Board of Trustees' Goals and the Superintendent's Strategic Plan.~~

~~Commitment to Maintain Roles and Responsibilities~~

- ~~1. I recognize I do not have the authority to act on behalf of the Conroe ISD Board of Trustees or Conroe ISD, unless delegated specific authority by the Conroe ISD Board of Trustees.~~
- ~~2. I agree to observe the appropriate chain of command by directing my questions or concerns to the Superintendent rather than directly to Conroe ISD Staff.~~

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- ~~3. I agree to refrain from exercising authority over Conroe ISD, its property, or its Staff, including giving directions or directives to Staff, recognizing that supervision and direction of Staff are the responsibility of the Superintendent.~~
- ~~4. I agree to request Conroe ISD records in my capacity as a Trustee in compliance with state or federal laws, Board Policy, and local procedures for records requests.~~

~~Commitment to Trust and Transparency~~

- ~~1. I agree to refrain from engaging in private deliberations or communications with other Trustees that would violate the Texas Open Meetings Act.~~
- ~~2. I agree to disclose to the Conroe ISD Board of Trustees any personal financial interest, business interest, or obligation or relationship that in any way creates a potential conflict of interest with a vote on a pending matter.~~
- ~~3. I agree to accept full accountability for my actions.~~
- ~~4. I agree to recuse myself from any decision in which I cannot be fair in my decision-making.~~
- ~~5. When acting as a parent or guardian, I agree to make that clear to Staff.~~

~~Commitment to Cooperation, Collaboration, and Professionalism~~

- ~~1. I agree to work cooperatively and collaboratively with all the Conroe ISD Board of Trustees, the Superintendent, and Staff.~~
- ~~2. I agree to assume the best intentions of other Trustees, the Superintendent, and Staff.~~
- ~~3. I agree to initially bring concerns or potential violations to the relevant Trustee.~~

TRUSTEE GOALS & STRATEGIC PLAN

How will the Conroe ISD Board of Trustees achieve Trustees' Goals?

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The Conroe ISD Board of Trustees will adopt appropriate and clearly defined Conroe ISD Board of Trustees' Goals and desired results (Trustees' Goals), including the academic and financial performance measures required by the Texas Education Code, along with additional performance measures as necessary to meet third-grade reading and math goals, and college, career, and military readiness graduation goals, consistent with HB 3 (86th Texas Legislature). Each Conroe ISD Board of Trustees' Goal shall include a baseline, deadline, and applicable measurement tool(s).

Conroe ISD Board of Trustees' Goals related to student achievement will align with grade-level or above achievement on standardized student assessments, the achievement of very high levels of college, career, or military readiness, graduation rates consistent with the Texas A-F Accountability System, and Conroe ISD or campus ratings or data from the public Texas A-F Accountability System.

The Conroe ISD Board of Trustees' Goals and Superintendent's Strategic Plan will be intentionally utilized for:

1. Board Policy BQ Planning and Decision-Making Process;
2. Board Policy BQA Planning and Decision-Making Process: District-Level;
3. Board Policy BQB Planning and Decision-Making Process: Campus-Level;
4. To partially or wholly evaluate the Superintendent, administrative staff, and campus principals; and
5. In all other Conroe ISD or campus improvement plans and planning tools.

After public adoption of the Trustees' Goals, the Conroe ISD Board of Trustees will ensure that the Superintendent implements and monitors plans, procedures, programs, and systems to achieve the Trustees' Goals, is held accountable for achieving the Trustees' Goals, and recognizes performance accomplishments.

To ensure achievement of Trustees' Goals, the Superintendent will develop and implement a five-year Superintendent's Strategic Plan that aligns with Trustees' Goals and includes priorities, strategies, timelines, and milestones. The Superintendent's Strategic Plan will not be altered or adjusted without Board approval.

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The Superintendent will be held accountable for implementation and achievement of the Trustees' Goals and Superintendent's Strategic Plan through regular monitoring updates to the Conroe ISD Board of Trustees during duly called public meetings in accordance with the Texas Open Meetings Act.

The Superintendent must ensure District and campus internalization and implementation of Trustees' Goals and HB 3 (86th Texas Legislature) plans, the Superintendent's Strategic Plan, and the reporting of progress and monitoring by the Conroe ISD Board of Trustees. The Superintendent will align time, talent, and resources from the Board room to the classroom to achieve Trustees' Goals and the Superintendent's Strategic Plan.

SUPERINTENDENT EVALUATION

How will the Conroe ISD Board of Trustees evaluate the Superintendent?

A critical function of the Conroe ISD Board of Trustees is to employ and evaluate the Superintendent.

Superintendent Evaluation Template Adoption

1. Starting for the 2026-2027 school year, by no later than July 1 of each year, the Superintendent must prepare and submit to the Conroe ISD Board of Trustees a proposed Superintendent Evaluation Template for that school year.
2. The Superintendent Evaluation Template shall be adopted by the Board no later than the September Board meeting.
3. The Superintendent Evaluation Template must:
 - A. Include no more than five objective criteria, based largely on measuring achievement of the Trustees' Goals, the Superintendent's Strategic Plan, and Superintendent's priorities for the school year;

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- B. Include an objective evaluation rubric for each criterion and evidence to support achievement;
 - C. Ensure each criterion is achievable in one year or less; and
 - D. Be reasonably related to the Superintendent's job description.
4. The Conroe ISD Board of Trustees will adopt and utilize the Superintendent Evaluation Template for that school year, using the following guidelines:
- A. The Conroe ISD Board of Trustees will review and may revise the Superintendent Evaluation Template or criterion prior to Trustee adoption;
 - B. Once adopted, the Superintendent Evaluation Template may be modified only by a majority vote of the Conroe ISD Board of Trustees at a duly called meeting in compliance with the Texas Open Meetings Act;
 - C. The Conroe ISD Board of Trustees will not evaluate the Superintendent on any criterion that are not expressly included in the adopted Superintendent Evaluation Template;
 - D. The adopted Superintendent Evaluation Template will remain in effect for the school year in which it is adopted.
 - E. In the event the Board deems that the Superintendent Evaluation Template format, and/or procedure is to be modified by the Board after adoption, and such modifications would require new or different criterion, such criterion must be adopted with input from the Superintendent and the Superintendent shall be provided a reasonable period of time to demonstrate the criterion before being evaluated.
 - F. The Superintendent will provide the Conroe ISD Board of Trustees with periodic updates on the Superintendent's progress on the Superintendent Evaluation Template criterion, along with anticipated rubric ratings throughout the school year at duly called Conroe ISD Board of Trustees meetings.

Superintendent Evaluation Procedure

1. Prior to July 1 each year, the Superintendent must submit to the Conroe ISD Board of Trustees a self-evaluation using the adopted Superintendent Evaluation

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Template for the school year. As necessary, the self-evaluation shall include documented evidence of performance for each criterion as reported to the Conroe ISD Board of Trustees throughout the school year.

2. During a fall regular meeting, or at a properly called Special Meeting, the Conroe ISD Board of Trustees will conduct the annual evaluation of the Superintendent using only the Superintendent Evaluation Template.
3. Trustees may meet, with or without the Superintendent present, to discuss and adopt the Superintendent Evaluation for that school year.
4. In completing the Superintendent Evaluation, the Conroe ISD Board of Trustees will:
 - A. Consider the Superintendent's self-evaluation;
 - B. Rely only on the agreed objective rubric ratings for each criterion;
 - C. If a criterion is not objective, and the Conroe ISD Board of Trustees cannot agree on the rubric rating for that criterion, the Conroe ISD Board of Trustees will discuss the reasons for their differing ratings and attempt to reach a consensus. If consensus cannot be reached using objective data, the criterion will be determined by a majority vote of the Conroe ISD Board of Trustees.
 - D. In the event that the Board determines that the performance of the Superintendent is unsatisfactory in any respect, it shall describe in writing, in reasonable detail, specific instances of unsatisfactory performance. The evaluation shall include recommendations for areas of improvement in all instances where the Board deems performance to be unsatisfactory.
5. The Conroe ISD Board of Trustees will provide the Superintendent with the Trustee adopted Superintendent Evaluation using the following specific guidelines:
 - A. A copy of the written Superintendent Evaluation adopted by the Board shall be delivered to the Superintendent;
 - B. Within thirty (30) days of the delivery of the written evaluation to the Superintendent, the Board shall meet with the Superintendent to discuss the evaluation;

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- C. The evaluation of the Superintendent shall at all times be conducted in closed session and shall be considered confidential to the extent permitted by law;
- D. The Trustees shall devote a portion of, or all of, one executive session annually to a discussion of the working relationship between the Superintendent and the Board of Trustees;
- E. A Trustee may verbally share information or concerns with the Superintendent regarding the Superintendent Evaluation and rubric ratings or working relationship;
- F. The Superintendent is not required to take any action based on individual Trustee verbal information or concerns;
- G. The Conroe ISD Board of Trustees will allow the Superintendent to respond and ask questions about the evaluation;
- H. The Superintendent shall have the right to make a written response to the evaluation. That response shall become a permanent attachment to and form part of the evaluation in the Superintendent's personnel file.

Alignment of the Superintendent Evaluation

1. The Superintendent will ensure that administrative staff and campus principals are evaluated annually using evaluation instruments that are, where appropriate, aligned with the Trustees' adopted Superintendent Evaluation Template, Trustees' Goals, and the Superintendent's Strategic Plan.
2. To the extent practicable, the Superintendent shall align administrative Staff and campus principals' evaluations to the Superintendent Evaluation Template, Trustees' Goals, and Superintendent's Strategic Plan by no later than the 2027-2028 school year, consistent with any employment contracts.

OFFICER DUTIES

What are the duties of Conroe ISD Board of Trustee Officers?

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The Trustees shall elect as Board Officers from the Board a President, a Vice President, and a Secretary. The Trustees may assign a District employee to provide clerical assistance to the Board. ~~Officers shall be elected by majority vote of the Trustees present and voting.~~

Each Officer shall perform any legal duties of the office and other duties as required by action of the Conroe ISD Board of Trustees.

President

- ~~1. Newly elected trustees must file their official oath of office with the Board President. (Texas Education Code, Section 11.061)~~
- ~~2. The Board President must publicly announce each Board member's training compliance status at the last regular Board meeting before a trustee election and ensure the minutes reflect the announcement. (Title 19 of the Texas Administrative Code, Section 61.1(j))~~
- ~~3. The Board President shall complete continuing education related to leadership duties of a board president as some portion of the annual requirement. (Title 19 of the Texas Administrative Code, Section 61.1(b)(5)(E))~~
- ~~4. The Board President must annually distribute the State Board of Education's framework for school board development to all current Board members and the superintendent. (Title 19 of the Texas Administrative Code, Section 61.1(a))~~
- ~~5. When the Board authorizes a sale of Conroe ISD property, the Board President must execute the deed to the purchaser. (Texas Education Code, Section 11.154)~~
- ~~6. When the budget has been prepared, the Board President must call a meeting of the Board for the purpose of adopting a budget for the succeeding fiscal year and must provide for the publication of notice of the budget and proposed tax rate meeting in a newspaper of the required type and within the required timeframe. (Texas Education Code, Section 44.004).~~
- ~~7. After the Board adopts a resolution authorizing the sale of minerals, the Board President may execute an oil or gas lease or sell, exchange, and convey the minerals, and the mineral deed or lease must recite the Board's authorizing resolution. (Texas Education Code, Section 11.153).~~

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1. Presides at all Board meetings unless unable to attend;
2. Has the right to discuss, make motions and resolutions, and vote on all matters coming before the Board;
3. Approves all Conroe ISD Board of Trustees Agendas for all meetings;
4. Appoints Conroe ISD Board of Trustees to committees created by the Conroe ISD Board of Trustees;
5. ~~Approves all Trustee reimbursements subject to the Trustee Event Reporting Form;~~
6. Signs all legal documents required by law and signs District checks;
7. Speaks on behalf of the Conroe ISD Board of Trustees;
8. Announces Trustee Training Compliance ~~at each October Board meeting;~~
9. ~~Facilitates the offering of Trustee training opportunities;~~
10. Help communicate Board meeting times and dates to Trustees;
11. Adjust Citizen Participation procedures in Board meetings, if necessary, and maintains orderly meetings;
12. Considers suggestions, concerns or complaints against other Trustees; and
13. Advises the Superintendent on decisions on District business.

Vice President

1. Acts in the capacity and performs the duties of the Board President in the event of the absence or incapacity of the Board President;
2. ~~Approves Board President reimbursements subject to the Trustee Event Reporting Form; and~~
3. Automatically becomes Board President if a vacancy in that office occurs; and
4. Hears suggestions, concerns or complaints against the Board President.

Secretary

1. Write-in candidates for Trustee elections must file their declaration of write-in candidacy with the Secretary of the Board of Trustees. (Texas Education Code, Section 11.056).

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2. The Board must select a Secretary at its organizational meeting after each election — the Secretary may or may not be a Board member. (Texas Education Code, Section 11.061).

1. Ensures that an accurate record is kept of the proceedings of each Board meeting, including the certified agenda for any closed session;
2. Ensures that notices of Board meetings are posted and sent as required by law;
3. In the absence of the Board President and Board Vice President, calls the meeting to order and acts as presiding officer; and
4. Signs or countersigns documents as directed by action of the Board and signs District checks.

OFFICER ELECTIONS

How are Conroe ISD Board of Trustee Officers elected?

~~The Conroe ISD Board of Trustees will conduct Trustee Officer elections in accordance with the following guidelines:~~

- ~~1. A vacancy among Officers of the Conroe ISD Board of Trustees shall be filled by majority action of the Conroe ISD Board of Trustees.~~
- ~~2. Officers will serve for a term of two years.~~
- ~~3. Officers may succeed themselves in office.~~
- ~~4. The President will annually announce the compliance status of each Trustee's training at the October Board meeting, before the uniform election date, whether or not an election is held. The announcement will be reflected in the meeting minutes and, when necessary, posted on the Conroe ISD's website in accordance with law.~~
- ~~5. Existing Conroe ISD Board of Trustees who are deficient in required Conroe ISD Board of Trustees training hours as of the October Board Meeting announcement are not eligible for nomination or election to serve as a Conroe ISD Board of Trustees Officer. This provision does not apply to newly elected or appointed~~

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~~Conroe ISD Trustees. Newly elected or appointed Trustees may run for Officer regardless of whether they have met the training requirements.~~

- ~~6. The election of eligible Trustee Officers will be held at the first regularly scheduled meeting following an election.~~
- ~~7. Unless there is an extraordinary circumstance, such as a death or resignation, the Conroe ISD Board of Trustees' Officers will not be changed between terms.~~
- ~~8. The Board may deliberate the selection of Trustee Officers in closed session as allowed by Texas law.~~
- ~~9. The election process will be conducted as follows:
 - ~~A. The Conroe ISD Board of Trustees Board President will appoint the Superintendent as the presiding officer for the purpose of conducting the election of the Board President.~~
 - ~~B. The Superintendent, as presiding officer, will open the floor for nominations, call for nominations, close the nominations, and call for the vote.~~
 - ~~C. The Superintendent returns the meeting to the existing or newly elected Conroe ISD Board of Trustees President.~~
 - ~~D. The newly elected President will assume the seat at the dais and conduct the remainder of the elections.~~~~

ANNUAL TRUSTEE CALENDAR

What are the topics at Conroe ISD Board of Trustee meetings?

No later than September 1, the Superintendent will provide an Annual Conroe ISD Board of Trustees Calendar for the Conroe ISD School Board of Trustees to revise, edit, and adopt. The Annual Conroe ISD School Board of Trustees Calendar must:

1. Identify the anticipated or scheduled Conroe ISD School Board of Trustees meeting dates and anticipated workshops, hearings, or actions for the school year;
2. Include legally required or planned reports and presentations regarding the monitoring of Trustees' Goals, Superintendent's Strategic Plan, Superintendent

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Evaluation Template, Superintendent Evaluation, Board Self-Evaluation, along with any Conroe ISD Board of Trustees' committee meetings;

3. Include all statutory hearings, reports, or presentations required by state or federal law, Board Policy, or District procedure that are required to be discussed or adopted by the Conroe ISD Board of Trustees, including but not limited to School Safety Meetings, District or Campus improvement plans, the budget, TAPR, FIRST, District calendar, and similar reports and hearings; and
4. Anticipated Conroe ISD Board training dates.

The Superintendent, without the Conroe ISD Board of Trustees, may modify the Annual Conroe ISD Board of Trustees Calendar to accommodate Conroe ISD needs, but will notify the Trustees of the changes as soon as practical.

TRUSTEE TRAINING

How do the Conroe ISD Board of Trustees learn to perform their role?

All Conroe ISD Board of Trustees must receive all required training in a timely manner. The Superintendent will help facilitate Conroe ISD Board of Trustees training and track training records using a log that is visible by †Trustees.

In accordance with Title 19 of the Texas Administrative Code, Section 61.1(j), at the last regular meeting of the Board of Trustees before an election of Trustees, the current president shall announce the name of each Board member who has completed the required training, who has exceeded the required hours of training, and who is deficient in meeting the required training as of the anniversary of the date of each Board member's election or appointment to the Board or two-year anniversary of his or her previous training, as applicable. The announcement shall state that completing the required continuing education is a basic obligation and expectation of any sitting board member under State Board of Education rule. The minutes of the last regular Board meeting before an election of Trustees must reflect whether each Trustee has met or is deficient in meeting the training required for the trustee as of the first anniversary of the

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~~date of the trustee's election or appointment or two-year anniversary of his or her previous training, as applicable. The President shall cause the minutes of the local Board to reflect the announcement and, if the minutes reflect that a Trustee is deficient in training as of the anniversary of his or her joining the Board, Conroe ISD shall post the minutes on the Internet website within ten business days of the meeting and maintain the posting until the Trustee meets the requirements. The President will announce the compliance status of each Trustee's training annually at the October Board meeting before the uniform election date, whether or not an election is held. The announcement will be reflected in the meeting minutes and, when necessary, posted on the Conroe ISD's website in accordance with law.~~

The following guidelines will apply to Trustee training:

1. The Superintendent will maintain an annual Board of Trustees Texas mandated training list and individual Trustee attendance log to ensure that training offered aligns with the mandated training for Texas School Board of Trustees and supports Trustee training compliance.
2. To the extent practicable, the Board President and Superintendent will collaborate to ensure Trustee training aligns with Board values, is locally offered, and is tailored to support the Conroe ISD Board of Trustees in adopting, monitoring, communicating, and evaluating Trustees' Goals, the budget, the Superintendent's Strategic Plan, and the Superintendent's Evaluation.

For individually desired training, the Trustee shall submit the Conroe ISD Board of Trustees ~~Event~~ Training Reporting Form. See Trustee Training ~~Event~~ Reporting.

TRUSTEE TRAINING ~~EVENT~~ REPORTING

How does the Conroe ISD Board of Trustees receive individual training or conference approval ~~report their Conroe ISD Events and Activities~~?

To ensure transparency, appropriate use of District resources, and alignment with Board governance responsibilities, Trustees shall report upcoming trainings and

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~~conferences, events, and activities~~ using the Conroe ISD Board of Trustees Training Event Reporting Form.

The following guidelines shall apply:

1. The Superintendent shall develop and maintain the Conroe ISD Board of Trustees Training Event Reporting Form, which shall require Trustees to enter include estimated cost information, if they are seeking reimbursement applicable.
2. ~~Trustees shall use the form to report significant school-related activities attended in an official Board capacity, including, but not limited to, trainings, conferences, meetings, and events.~~
3. ~~Trustees are strongly encouraged to submit the form in advance of attendance. If a Trustee submits the form after attending an event, any associated costs that are more than de minimis shall not be eligible for reimbursement.~~
4. ~~Activities Training or conference attendance involving more than de minimis costs must be approved in advance by the Board in order to be eligible for reimbursement and~~ must reflect a reasonable use of District resources aligned with Board priorities.
5. To be eligible for reimbursement, the Trustees Training Event Reporting Form must be completed ~~30~~ 60 days in advance and include cost estimates. The Superintendent will provide the Form to the Board in the Board Brief, or other communication, as soon as practicable. Two or more Trustees may request that the training or conference be placed on the Board Agenda for a Board vote. If two or more Board members do not request the training to be placed on the Board Agenda for a Board vote, the training is approved. Requests submitted by the Board President shall be approved by the Board Vice President. The Superintendent shall provide budgetary information, ~~upon request,~~ to assist in the Board's ~~President's~~ approval process. For the purposes of this provision:
 - A. De minimis costs, not requiring approval, generally would include mileage to nearby events.
 - B. Costs exceeding a de minimis amount include, but are not limited to, significant registration fees, lodging, and airfare.
6. Trustees attending significant trainings, conferences, or events shall share key takeaways with the Board through the Board Brief or similar communication.

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Trustees shall submit key takeaways to the Superintendent within ten days of the event for inclusion.

TRUSTEE POLICY DEVELOPMENT

How does a Conroe ISD Board of Trustee request a Board Policy change?

Board Policy development, amendment, or repeal may result from legislative or administrative action, or may be initiated by individual Trustees or Staff.

If Board Policy is changed due to legislative or administrative action, it will generally be provided to the District by its external policy-writing organization.

If Board Policy is changed due to Trustee or Staff action, the Trustee or Staff member must submit the Conroe ISD Board Policy Request Form.

Because policy development, amendment, and repeal often require legal review, Staff input, drafting, revision, and two Board readings at separate Board meetings, the adoption process will generally take 90 days. Additional time may be required depending on the complexity of the Board Policy change request, Trustee and Staff scheduling and availability, the need for revision or iteration, and Board Agenda posting deadlines.

The following guidelines apply:

1. The Superintendent shall develop and maintain a Conroe ISD Board Policy Request Form.
2. Trustees and Staff seeking the development of a new Board Policy, the amendment of an existing Board Policy, or the repeal of a Board Policy shall submit the request through the Conroe ISD Board Policy Request Form.
3. On the Conroe ISD Board Policy Request Form, the requesting Trustee or Staff member shall identify, to the extent practicable, the Board Policy code, the reason for the request, the proposed change, and the purpose or desired outcome of the request.

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4. Policy requests shall not be considered unless the form is fully completed.
5. The sponsoring Trustee or Staff member shall remain actively involved in the process and should be prepared to participate in meetings, assist with revisions, and present the Board Policy at both the First Read and Second Read Board meetings.
6. Submission of a Policy Request Form does not guarantee placement on a Board agenda by a particular date. Board Policy requests shall be scheduled based on readiness, legal review, Staff input, and applicable Board Agenda deadlines.
7. To the extent practicable, the Superintendent shall seek to ensure the Conroe ISD Board of Trustees is advised of all policy changes included for First Read on an upcoming Agenda in the Board Brief at least 30 days before the Agenda is posted, or similar communication.
8. Emergency Board Policy revisions may be considered on an expedited basis when required by law, court order, agency action, accreditation requirements, or urgent Board or District operational necessity.

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Board Policy Change Timeline and Events		
	Trustee or Staff Policy Board Policy Change Request	Legislative or Administrative Board Policy Change Request
Day 1	Submission of the required Conroe ISD Board Policy Request Form by Sponsoring Trustee or Staff	Preliminary Board Policy Draft received from Board Policy drafting organization, including (1) Redline version of any existing Board Policy, and (2) Statutory Side-by-Side Board Policy Change analysis
Day 2	General Counsel reviews submitted Conroe ISD Board Policy Request Form and timing requests; advises Board President and Superintendent on Form submission; consults with the Sponsoring Trustee or Staff to develop Preliminary Board Policy Draft language	General Counsel reviews Preliminary Board Policy Draft and consults with Board President and Superintendent on adoption

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Day 10	General Counsel drafts Preliminary Board Policy Draft after consultation with Superintendent and Staff and legal analysis; reviews Preliminary Board Policy Draft draft with the Sponsoring Trustee or Staff; Draft iteration as necessary	General Counsel consults with relevant Staff on Preliminary Board Policy Draft; incorporates Staff feedback into draft
Day 25	Sponsoring Trustee or Staff approve Preliminary Board Policy Draft; General Counsel submission of First Read Preliminary Board Policy Draft to Board Policy drafting organization for preparation of redline version; General Counsel submission of Near Final First Read Policy Draft to Superintendent	General Counsel submission of suggested changes to Preliminary Board Policy Draft to policy drafting organization for edit (if necessary); Policy drafting organization revision of (1) Redline version of existing Board Policy, and (2) Statutory Side-by-Side Board Policy Change analysis
Day 30	Superintendent communication of Near Final First Read Policy Draft to the Board of Trustees via Board Brief and small group Board meetings for informational purposes	Same
Day 55 Board Policy Placement on Consent Agenda	Board President placement of Final First Read Board Policy draft on the Consent Agenda (unless request by Trustee for discussion) for First Read; Agenda released to public	Same
Day 60 Board Meeting, Board Policy Draft First Read	Sponsoring Trustee, Staff, Superintendent, or General Counsel discuss at Board meeting, if necessary; Iteration and modification of Final First Read Board Policy draft based on Board or public feedback at Board meeting (if necessary); Policy drafting organization preparation of updated Redline Final Second Read Board Policy Draft (if necessary)	Same
Day 70	Superintendent communication of Final Second Read Board Policy Draft to Board of Trustees via Board Brief and small group Board meetings for informational purposes	Same
Day 90 Board Meeting, Board Policy Draft	Board President placement of Final Second Read Board Policy on the Consent Agenda (unless request by Board member for discussion); Board final Adoption of Board Policy on Second Read	Same

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Second Read, and Board Adoption		
Day 91	Staff implementation	

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BOARD MEETINGS

~~How do Conroe ISD Board of Trustee Meetings Work?~~

~~Regular meetings of the Board shall typically be held monthly based on an annually adopted meeting schedule developed by the Superintendent and adopted by the Board of Trustees by September 1 each year and shall be included on the Annual Conroe ISD Board of Trustees Calendar. When determined necessary and for the convenience of Trustees, the Board President may change the date, time, or location of a regular meeting with proper notice. The Board President shall call special meetings at the Board President's discretion or on request by two members of the Board.~~

~~Conroe ISD Board of Trustees shall be given notice of regular and special meetings by the Board President or Superintendent as soon as practicable, but no later than the time the meeting agenda is posted to comply with the Texas Open Meetings Act, and at least one hour prior to the time of an emergency meeting.~~

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

~~For Conroe ISD Board Meeting dates, times, locations, agendas, and information packets, please visit Conroe ISD's Board Meeting Information webpage.~~

~~Notice and Timing of Conroe ISD Board of Trustee Meetings~~

~~The notice for a Conroe ISD Board of Trustees meeting shall reflect the date, time, and location of the meeting in accordance with the Texas Open Meetings Act. The order of business for regular Board meetings shall be as set out in the Agenda accompanying~~

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~~the notice of the meeting. At the meeting, the order in which posted agenda items are taken may be changed by consensus of Conroe ISD Board of Trustees.~~

~~Conroe ISD regular meetings shall generally start at 5:00 pm and proceed directly to closed session, if necessary, and in accordance with Texas law. In all cases, the Trustees shall seek to begin open session on or after 6:00 pm.~~

~~Public meeting notices must be posted on the Conroe ISD district website and at the Conroe ISD district administration building in accordance with the Texas Open Meetings Act.~~

Conroe ISD Board of Trustee Meeting Agendas

~~Where practicable, the Superintendent will ensure an electronic copy of the Agenda and all supporting materials are distributed to the Conroe ISD Board of Trustees on or before the same day the Agenda is made public pursuant to the Texas Open Meetings Act.~~

~~To the extent practicable, the Superintendent shall seek to ensure the Conroe ISD Board of Trustees is advised at regular intervals of all potential Agenda items through the Board Brief, small group meetings, or face-to-face meetings before the Agenda is posted.~~

~~The Conroe ISD Board of Trustees will prepare for each Board meeting by reviewing the full agenda and supporting materials in a timely manner, preparing questions (and submitting to the Superintendent or Board President prior to the Board meeting when feasible), and prepare for full engagement and participation.~~

Conroe ISD Board of Trustees Minutes

~~Conroe ISD Board of Trustees action shall be carefully recorded by the Board Secretary. The Secretary may delegate duties to the Board clerk. When adopted by the~~

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~~Conroe ISD Board of Trustees, these minutes shall serve as the legal record of official Conroe ISD Board of Trustees actions. The written minutes of all meetings shall be approved by vote of the Conroe ISD Board of Trustees and signed by the Board President and the Board Secretary. The Board Secretary will keep a certified agenda, as required by Texas law, during a closed session. The closed session certified Agenda shall be signed by the Board President and Secretary and stored in a sealed envelope by the Superintendent at the time of the closed session.~~

~~The official minutes of the Conroe ISD Board of Trustees shall be retained on file in the office of the Superintendent and shall be available for examination during regular office hours.~~

~~Conroe ISD Board of Trustees Conduct During Meetings~~

~~The Conroe ISD Board of Trustees shall observe the parliamentary procedures as found in Robert's Rules of Order, except as otherwise provided in this Manual or by law. Procedural rules may be suspended by majority vote of the Trustees present.~~

~~The Conroe ISD Board of Trustees agree to conduct Board meetings via the following procedures:~~

- ~~1. When an agenda item is presented to the Conroe ISD Board of Trustees, the Trustees will hold a discussion and reach a decision, as necessary.~~
- ~~2. Discussions shall be addressed to the Board President and then the entire membership.~~
- ~~3. Discussion shall be directed solely to the business currently under deliberation, and the Board President shall halt discussion that does not apply to the business before the Board.~~
- ~~4. The Board President shall also halt discussion if the Board has agreed to a time limitation for discussion of an item, and that time limit has expired.~~
- ~~5. Aside from these limitations, the Board President shall not interfere with debate so long as members wish to address themselves to an item under consideration.~~

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- ~~6. Voting shall be by voice vote or show of hands, as directed by the Board President.~~
- ~~7. Any Trustee may abstain from voting, and a Trustee's vote or failure to vote shall be recorded upon that Trustee's request.~~
- ~~8. Trustees will ensure that their behavior contributes to the effective and constructive operation of the meeting.~~
- ~~9. Trustees will engage in professional discourse at all times and refrain from using derogatory remarks, including treating each other, the Superintendent, Staff, and community members, respectfully.~~
- ~~10. Individual Trustees will refrain from dominating Board discussions.~~
- ~~11. Trustees will focus on the meeting at hand, avoid distractions, refrain from conducting private or side discussions, and minimize use of cell phones except for significant personal needs and emergencies.~~

Board Meeting Reports and Presentations

~~The Board shall provide the Superintendent with an opportunity to provide verbal or written recommendation(s) and/or information as to each of the items of business considered by the Board at each Board meeting.~~

~~All presentations made to the Conroe ISD Board of Trustees, will be standardized, clear, avoid acronyms, and will generally include a one-page cover document with the following information, if applicable:~~

- ~~1. The purpose of providing the presentation to the Conroe ISD Board of Trustees;~~
- ~~2. A brief summary of the presentation and key items or takeaways;~~
- ~~3. Any action the Conroe ISD Board of Trustees is requested to take;~~
- ~~4. How the presentation aligns with the Conroe ISD Board of Trustees' Goals or the Superintendent's Strategic Plan;~~
- ~~5. How success will be measured and any related metrics for measuring success; and~~
- ~~6. Information from relevant District or campus Staff.~~

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~~The Superintendent will require campus principals, on a periodic or rotating basis, to present on the Trustees' Goals or Board-required plans under Texas Education Code sections 11.185 and 11.186 regarding third-grade reading and math and college, career, and military readiness.~~

~~Board Meeting Closed Session and Superintendent Attendance~~

~~In accordance with the Texas Open Meetings Act, the Conroe ISD Board of Trustees may meet in closed session to discuss matters allowed under Texas law. The agenda shall provide for the possibility of a closed meeting during an open meeting, in accordance with law, and the nature of closed meeting topics.~~

~~The Conroe ISD Board of Trustees may conduct a closed meeting when the agenda subject is one that may properly be discussed in closed meeting under Texas law.~~

~~The Superintendent shall attend, and shall be permitted to attend, all public meetings of the Board. The Superintendent may also be permitted to attend all closed meetings of the Board of Trustees to the extent necessary to present his recommendations on any matter that is to be voted upon by the Board, as required by the Texas Education Code. The Superintendent may be excluded from closed meetings of the Board devoted to the consideration of any action or lack of action on the Superintendent's Contract or the Superintendent's Evaluation, for purposes of resolving conflicts between individual Trustees, when the Board is acting in its capacity as a tribunal, or involving Board discussions on matters not requiring Superintendent recommendations or after such recommendations have been made.~~

~~Public Attendance at Conroe ISD Meetings~~

~~The Conroe ISD Board of Trustees encourages and invites the public to attend all meetings and address the Conroe ISD Board during citizen participation. Conroe ISD Board of Trustees Meetings are open to the public in accordance with the Texas Open Meetings Act. To learn more about citizen participation, please review the following~~

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~~section of this document and visit the Board Meeting Information webpage of the Conroe ISD website.~~

How are the Conroe ISD Board of Trustees Agendas created?

The Superintendent shall develop and maintain a Conroe ISD Board of Trustees Agenda Item Request Form. For an item to be placed on the Agenda, it must be requested by at least two Trustees using the Conroe ISD Board of Trustees Agenda Item Request form. Two or more tTrustees may request placement of items on a meeting Agenda only by submitting the Conroe ISD Board of Trustees Agenda Item Request Form to the Superintendent. Except in cases of an emergency, only items submitted through a fully completed Conroe ISD Board of Trustees Agenda Item Request Form, at least ten business days in advance of the agenda posting date, will be considered for inclusion on the Agenda.

In accordance with Board Policy BE(LOCAL), in consultation with the Conroe ISD Board of Trustees President, the Superintendent shall prepare a preliminary Agenda for all Conroe ISD Board of Trustees meetings. The Superintendent shall include on the preliminary Agenda all items, timely and fully submitted through the Conroe ISD Board of Trustees Agenda Item Request Form.

In accordance with Board Policy BE(LOCAL), Before the official Agenda is posted for any meeting, the Superintendent shall consult the Board President to ensure that the preliminary Agenda and the topics included are approved by the Board President. In reviewing the preliminary Agenda, the Board President shall ensure that any topics timely submitted through the Conroe ISD Board of Trustees' Agenda Item Request Form are either on that Agenda or scheduled for deliberation at an appropriate time in the near future, usually within two regular Board meetings after the request, if possible, based on Board meeting scheduling and request date.

How are Consent Agenda Items created?

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When the preliminary Agenda is prepared, the Superintendent shall determine items, if any, for the consent agenda. The Superintendent shall seek to ensure the Conroe ISD Board of Trustees is advised of all potential consent agenda items with the same procedure as for all other Agenda items. All consent agenda items shall be acted upon by one vote without separate discussion, unless a Trustee requests that an item be withdrawn for individual consideration. The remaining items shall be adopted under a single ~~motion and vote~~.

How do Trustees communicate with the Superintendent regarding Agenda items?

The Conroe ISD Board of Trustees are encouraged to review and submit questions or concerns to the Superintendent about upcoming agenda items as needed to make informed decisions. The Conroe ISD Board of Trustees agree to the following procedures with regard to communication with the Superintendent:

1. Trustees agree to submit Agenda questions or concerns to the Superintendent as soon as possible, ideally, at least ~~72~~ 48-hours before the scheduled Board meeting. The Superintendent shall make reasonable efforts to respond before the Board meeting. The Superintendent may provide answers at a later date, but the Superintendent will communicate the estimated timeline for providing the response.
2. If relevant to other Trustees, the Superintendent will provide the Trustee's question or concern, and the Superintendent's response in writing, to all Trustees at the same time before the meeting or during the meeting, as appropriate.
3. If questions or concerns arise at the Conroe ISD Board of Trustees meeting, the Superintendent will answer them if possible.
4. If questions or concerns arise at the meeting that the Superintendent or Staff presenter cannot immediately answer, the Superintendent will respond to all Trustees at a future date.
5. The Superintendent will ensure Staff are prepared to respond to questions or concerns anticipated to arise during Board Meetings.

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~~Where do I find past and upcoming Board Meeting Agendas?~~

~~The Conroe ISD website links past and upcoming Conroe ISD Board of Trustees Board Meeting Agendas on the Board Meeting Information webpage.~~

~~TRUSTEE COMMUNICATION~~

~~How does the Conroe ISD Board of Trustees communicate?~~

~~Any person may have access to the Conroe ISD Board of Trustees at any time by submitting their written comments or inquiries by email. Conroe ISD Board of Trustees emails are posted within each bio link on the Board of Trustees webpage.~~

~~General Communication Procedures~~

~~The Conroe ISD Board of Trustees agree to adhere to the following communication procedures:~~

- ~~1. Communication by Board President as Spokesperson. The Conroe ISD Board President, not individual Trustees, is the authorized spokesperson for the Conroe ISD Board of Trustees.
 - ~~A. The Board President will clearly indicate when speaking in an official capacity on behalf of the Conroe ISD Board of Trustees or as an individual Trustee.~~
 - ~~B. All Trustees will refrain from speaking for the Conroe ISD Board of Trustees or Conroe ISD and will explain they are speaking in their individual capacity as a Trustee, as appropriate.~~
 - ~~C. If the Board President responds to any inquiry in writing on behalf of the Conroe ISD Board of Trustees, all Trustees will receive a copy of the response from the Board President or Superintendent.~~
 - ~~D. The Superintendent will ensure that the President approves any Conroe ISD Board of Trustees communication before it is distributed.~~~~

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- ~~2. Communication Regarding Majority Decisions. Once the Conroe ISD Board of Trustees reaches a majority decision, all Trustees are encouraged to publicly support the decision in the media, on social media, and through other communication channels. Conroe ISD Board of Trustees are also encouraged to refrain from speaking negatively or criticizing the decision publicly after the vote.~~
- ~~3. Communication from Citizens. If a Trustee receives an email, text, or other communication related to Conroe ISD, they should courteously acknowledge receipt, refer the individual to the Superintendent, and follow the procedures outlined in this Manual under "SUGGESTIONS, CONCERNS, OR GRIEVANCES MADE TO TRUSTEES." Conroe ISD Board of Trustees agree not to respond to anonymous public calls or letters, and instead forward such communications to the Superintendent.~~
- ~~4. Communication via Electronic Communication and Social Media. Trustees are encouraged to exercise caution when using electronic communication and posting on social media regarding Conroe ISD business.
 - ~~A. Trustees will clarify when they are using electronic communication or social media in their individual capacity, and that they are not communicating on behalf of Conroe ISD or the Conroe ISD Board of Trustees.~~
 - ~~B. Trustees will avoid deliberating via online, social media, text, email, or similar communication methods about Conroe ISD business in a manner that may violate the Texas Open Meetings Act outside of a duly called public meeting.~~~~
- ~~5. Communication During District Events. If Trustees (or a quorum of the Conroe ISD Board of Trustees) are attending the same event, Trustees will refrain from deliberating in violation of the Texas Open Meetings Act.~~
- ~~6. Communication of Information to Other Trustees. Trustees who wish to share information relevant to Conroe ISD business are encouraged to provide the information to the Board President or Superintendent for distribution to all Trustees. Trustees shall refrain from deliberating on Conroe ISD business in violation of the Texas Open Meetings Act regarding shared information.~~
- ~~7. Communication Regarding Confidential Information. Certain information disclosed to Trustees is confidential by law and may not be disclosed to third~~

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~~parties (e.g., employee evaluations or personally identifying student information). Other information is confidential by nature. Trustees will not disclose confidential information that is not public, if, to do so, would violate the law or compromise the Board or Staff in the conduct of their affairs (e.g., closed session discussions are confidential).~~

- ~~8. Trustee Record Creation. In the event a Conroe ISD Board of Trustees creates a Conroe ISD record under the Texas Public Information Act, the Conroe ISD Board of Trustees will disclose the record in accordance with all applicable Texas law, including the Texas Open Meetings Act.~~
- ~~9. Professional Communication. Trustees agree to conduct all communication, including written communication, in a professional manner befitting Trustee work product.~~

~~No Restriction on Conroe ISD Board of Trustees Free Speech~~

~~Nothing restricts a Trustee from speaking at Board meetings, public hearings, or any public function or event in their individual capacity. At such functions, Trustees shall clarify they are not speaking on behalf of the Conroe ISD Board of Trustees or Conroe ISD, but rather within their individual capacity as a Trustee.~~

~~CITIZEN PARTICIPATION AT BOARD MEETINGS~~

~~The Conroe ISD Board of Trustees welcomes Citizenship Participation from students, parents or guardians, Staff, and the public via Citizen Participation during its meetings. The Conroe ISD Board of Trustees will conduct all Citizen Participation in a safe and orderly fashion with respect and professionalism.~~

~~How do citizens participate in Conroe ISD Board of Trustee Meetings?~~

~~The Superintendent shall develop and make available a Citizen Participation Enrollment Form. Individuals who wish to participate during the portion of the meeting designated~~

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~~for Citizen Participation shall sign up using the Citizen Participation Enrollment Form. The Form shall request the Agenda topic, if any, and whether the citizen is a parent or guardian of a student.~~

~~Citizens are encouraged to complete their Citizen Participation Enrollment Forms and submit them online by 3:00 p.m. on the day of the Board meeting. Any form not submitted online by 3:00 p.m. the day of the Board meeting must be completed in person and submitted to the Board's designated clerk prior to the meeting start time.~~

~~Each Citizen Participant will have two minutes to address the Conroe ISD Board of Trustees, except when the timelines are altered by the Trustees in accordance with Board Policy or the procedures herein. During regular Board meetings, citizen participation will normally occur after the closed session on or after 6:00 pm.~~

Procedures for Citizen Participation

~~The following Citizen Participation procedures and decorum are expected:~~

- ~~1. Citizenship Participation at a Conroe ISD Board of Trustees meeting is limited to the portion(s) of the meeting designated to receive Citizen Participation. At all other times during a Conroe ISD Board of Trustees meeting, the audience shall not enter into discussion or debate on matters being considered by the Conroe ISD Board of Trustees, unless requested by the Board President.~~
- ~~2. Meeting attendees who disrupt Board discussion, or otherwise hinder furtherance of the meeting's Agenda items, are subject to removal from the meeting.~~
- ~~3. Citizen Participation shall occur at the beginning of the open session of the meeting. For regular Board meetings, this will generally be on or after 6:00 pm.~~
- ~~4. When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Conroe ISD Board of Trustees, the Board President may make adjustments to Citizen Participation procedures, including adjusting when Citizen Participation will occur during the meeting, reordering Agenda items, providing expanded opportunity for Citizen Participation, or establishing an overall time limit for Citizen Participation and~~

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- ~~adjusting the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.~~
- ~~5. Parents and guardians of students currently enrolled in Conroe ISD shall be allowed to speak first during the Citizenship Participation portion of the meeting.~~
 - ~~6. At regular Board meetings, the Trustees shall permit Citizenship Participation, regardless of whether the topic is an item on the Agenda posted with notice of the meeting. At all other Board meetings, public comment shall be limited to items on the Agenda posted with notice of the meeting.~~
 - ~~7. In accordance with the Texas Open Meetings Act, the Board may respond to citizen comments by providing factual information or reciting existing Board Policy. The Board shall not deliberate or take action on any subject not included on the posted Agenda. The Board may direct Staff to place a subject on a future agenda or to provide additional information.~~
 - ~~8. The Conroe ISD Board of Trustees requests that Citizen Participants verbally indicate the Agenda item about which they are speaking, if any.~~
 - ~~9. The Conroe ISD Board of Trustees expects that each Citizen Participant be courteous, respectful, and set an example for students by conducting themselves in a professional manner.~~
 - ~~10. Citizen Participants shall not approach the Board of Trustees unless authorized by the Board President to do so. A Citizen Participant providing documents during a Conroe ISD Board of Trustees meeting shall submit them only to the designated Board clerk for receipt.~~
 - ~~11. The Conroe ISD Board of Trustees has an obligation to protect the confidentiality of information that personally identifies a student. Participants are welcome to discuss their own student or themselves, if they are a student. Otherwise, the Conroe ISD Board of Trustees will not permit comments that might identify any other student.~~
 - ~~12. The Conroe ISD Board of Trustees has an obligation to comply with personnel privacy rights. Citizen Participants will refrain from identifying specific employees negatively. The Conroe ISD Board of Trustees will not permit comments that could identify any employee in a negative way.~~
 - ~~13. The Board President will provide one warning after the device has sounded to signal the end of the allotted time for Citizenship Participation for that speaker.~~

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~~The speaker shall discontinue speaking or may be removed for disruptive behavior.~~

~~**SUGGESTIONS, CONCERNS, OR GRIEVANCES MADE TO TRUSTEES**~~

~~**How must the Conroe ISD Board of Trustees Treat Suggestions, Concerns, or Grievances?**~~

~~The Board appreciates hearing suggestions, concerns, or grievances from the public. The following are guidelines regarding response to various suggestions, concerns, or grievances.~~

~~**Suggestions or Concerns Made to Individual or Collective Trustees**~~

~~If a student, parent or guardian, Staff, or other members of the public bring suggestions, concerns, or grievances to an individual Trustee, the Trustee will:~~

- ~~1. Seek to remain impartial and refer them to the Superintendent, if appropriate;~~
- ~~2. Avoid resolving the suggestion, concern or grievance;~~
- ~~3. Refrain from speaking for the Conroe ISD Board of Trustees or Conroe ISD; or~~
- ~~4. Act without Conroe ISD Board of Trustees approval.~~

~~The Conroe ISD Board of Trustees, individually and collectively, shall refer in a timely manner all substantive criticisms, complaints, and suggestions to:~~

- ~~1. The Superintendent for study and/or appropriate action, and the Superintendent shall refer such matter(s) to the appropriate District employee or shall investigate such matter(s) and shall within a reasonable time inform the Board of the results of such efforts; or~~
- ~~2. To the appropriate complaint resolution procedure as established by Board Policy or District procedure.~~

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~~Substantive complaints include, but are not limited to, allegations of possible wrongdoing by staff and/or students, complaints of possible criminal behavior by staff and/or students, and complaints about personnel which, if true, would require action by the superintendent and/or administration.~~

~~Conroe ISD Board of Trustees Responses to Suggestions, Concerns, or Grievances Made to All Trustees~~

~~If suggestions, concerns, or grievances are simultaneously addressed to all Trustees or a quorum of the Board via text, email, or similar means, the Board President or the Superintendent shall respond on behalf of the Trustees. The response shall acknowledge receipt, advise that the Trustees cannot discuss or take action outside a duly called meeting, and direct the party to the Superintendent.~~

~~Trustee Response to a Formal Grievance~~

~~Conroe ISD Board of Trustees may be required to hear and take action regarding a student, Staff, or public grievance in accordance with Conroe ISD Board of Trustees' Policies regarding Staff grievances (DGBA (LOCAL)), student or parent grievance (FNG (LOCAL)), or public grievances (GF (LOCAL)). Each grievance type contains its own process and procedures in Board Policy.~~

~~Because grievances may result in Conroe ISD Board of Trustees hearing a grievance, Conroe ISD Board of Trustees shall seek to refrain from hearing about the grievance to remain impartial and shall direct the grievant to the Superintendent.~~

~~Superintendent Resolution of Suggestions, Concerns or Grievances~~

~~The Superintendent, rather than the Conroe ISD Board of Trustees, determines the appropriate resolution for any suggestions, concerns or grievances, unless there is action at a Conroe ISD Board of Trustee meeting in accordance with Board Policy.~~

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~~The Conroe ISD Board of Trustees must refrain from attempting to resolve any suggestion, concern or grievance, or direct the Superintendent or any Conroe ISD Staff on how to resolve any suggestion, concern or grievance.~~

~~Concerns with the Superintendent or Trustees~~

~~The Trustees retain the right to investigate complaints about the Superintendent.~~

~~The Superintendent shall refer all substantive complaints from staff and/or third parties regarding a Trustee to the Board President for review and action. If the complaint is about the Board President, the Superintendent shall refer the complaint to the Vice-President.~~

~~Concerns with the Conroe ISD Board of Trustees~~

~~When the concern or complaint directly pertains to the Board's own actions or policy, for which there is no administrative remedy, the Trustee may request that the issue be placed on the agenda.~~

~~Board Member Disclosures and Potential Recusal~~

~~A Trustee shall disclose to the Board any personal financial interest, business interest, or obligation or relationship that in any way creates a potential conflict of interest with a vote on a pending matter.~~

~~This disclosure requirement includes votes regarding any formal grievance before the Conroe ISD Board of Trustees.~~

~~If a Trustee cannot be impartial regarding the grievance before the Conroe ISD Board of Trustees, the Trustee should consider recusal from that vote.~~

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~~MEDIA INQUIRIES TO TRUSTEES~~

~~How should the Conroe ISD Board of Trustees respond to media inquiries?~~

~~The Board President, through the Conroe ISD Communications Office or other method, is the official spokesperson for the Conroe ISD Board of Trustees on all media inquiries.~~

~~The Conroe ISD Communications Office will support the Board President by assisting with draft communications and responses to media requests, preparing the Board President for media interviews, and other ways as needed.~~

~~Generally, Trustees who receive media inquiries are encouraged to direct them to the Board President or the Superintendent; however, Trustees who choose to respond may do so provided they clearly state they are speaking in their individual capacity and not on behalf of the Conroe ISD Board of Trustees or Conroe ISD.~~

~~TRUSTEE VISITS TO CAMPUS~~

~~How should the Conroe ISD Board of Trustees conduct themselves on campus when acting as a Trustee on campus?~~

~~Trustees agree that campus visits are intended to provide support and build positive rapport with students, Staff, and parents/guardians. As such, all Trustees are highly encouraged to attend scheduled Conroe ISD or campus functions or activities.~~

~~The Conroe ISD Board of Trustees will follow this procedure when visiting school campuses:~~

- ~~1. A Trustee shall adhere to any posted requirements for visitors, and first report to the main office of a Conroe ISD facility, including a school campus, and follow all required safety procedures for all other campus visitors.~~
- ~~2. Visits during the school or business day shall not be permitted if their duration or frequency interferes with the delivery of instruction or Conroe ISD operations.~~

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- ~~3. Except when attending a scheduled Conroe ISD or campus function or activity, before visiting a campus, the Conroe ISD Board of Trustees will provide sufficient notice to the Superintendent so that the campus principal may be made aware of the planned visit.~~
- ~~4. Except when attending a scheduled Conroe ISD or campus function or activity, Trustees should avoid entering staff areas or classrooms without an administrator present.~~
- ~~5. Conroe ISD Board of Trustees will refrain from visiting any campus for the purpose of investigation or evaluation.~~

~~TRUSTEES AS PARENTS OR GUARDIANS~~

~~How should Trustees conduct themselves as parents or guardians?~~

~~The Conroe ISD Board of Trustees knows it is important to be clear about whether they are acting as a Trustee or as a parent or guardian when visiting Conroe ISD facilities, meeting Conroe ISD Staff, or attending school-related events. Trustees who are parents or guardians will:~~

- ~~1. Adhere to any posted requirements for visitors;~~
- ~~2. Ensure Conroe ISD staff understand when the Trustee is acting as a parent or guardian;~~
- ~~3. Refrain from using coercive means, promise special treatment, or use their position to seek personal advantage for their student; and~~
- ~~4. Refrain from requesting impromptu meetings with Conroe ISD Staff. Conroe ISD Board of Trustees shall request meetings regarding their students in the same manner as all other parents or guardians.~~

~~TRUSTEE & SUPERINTENDENT COMMUNICATION~~

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~~How should the Conroe ISD Board of Trustees and the Superintendent communicate?~~

~~When communicating with the Conroe ISD Board of Trustees, the Superintendent will:~~

- ~~1. When important or appropriate, seek to provide the same information at the same time to all Trustees.~~
- ~~2. Keep the Trustees informed of significant issues as they arise.~~
- ~~3. Provide feedback on when a Trustee can expect an answer to a question or concern.~~
- ~~4. Communicate with and provide recommendations and appropriate supporting materials to the Trustees through Board Briefs, small-group meetings, and face-to-face meetings to support Board decision-making.~~
- ~~5. Present information to the Trustees that is objective, honest, and fair, even if the information is not optimal.~~
- ~~6. Articulate and support Board decisions to Staff and community.~~
- ~~7. Help ensure Trustee action is taken only in meetings that comply with the Open Meetings Act.~~

~~When communicating with the Superintendent, the Conroe ISD Board of Trustees will:~~

- ~~1. Ensure compliance with the Texas Open Meetings Act and shall not facilitate deliberation or take action outside a duly posted meeting;~~
- ~~2. Maintain positive Conroe ISD Board of Trustees relations;~~
- ~~3. Keep the Superintendent informed of concerns in a timely manner;~~
- ~~4. Limit communication with Staff;~~
- ~~5. Copy the Superintendent on all electronic communication with members of the Staff; and~~
- ~~6. Remember that all communications (including text messaging and all other forms of electronic or written communications) are subject to open records, must be retained according to law, and agree to send professional correspondence accordingly.~~

Conroe ISD Board of Trustee Requests for Records

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1. An individual Trustee, in their capacity as Trustee, shall access Conroe ISD records or request copies of records from the General Counsel using only the Conroe ISD Trustee Records Request Form. Trustees shall keep all records confidential, unless approval is provided by the General Counsel's Office.
2. When the General Counsel provides access to records, the General Counsel shall inform the Superintendent of the records provided.
3. No individual Trustee shall direct or require Staff to prepare reports derived from an analysis of information in existing District records or to create a new record compiled from information in existing District records. Directives to the Superintendent regarding the preparation of reports shall be by Board action only.
4. ~~Trustees shall keep all records confidential.~~
5. If a Trustee is not acting in his or her official capacity, the Trustee has no greater right to District records than a member of the public and must comply with the Texas Public Information Act.

CONROE ISD BOARD OF TRUSTEES SELF-EVALUATION

How does the Conroe ISD Board of Trustees evaluate its progress?

The Board of Trustees may engage in a voluntary, self-evaluation process. The Trustees may adopt an objective self-evaluation tool and/or instrument up to one year in advance of conducting the self-evaluation. The evaluation may include:

1. Compliance with the adopted Conroe ISD Trustees' Code of Conduct and Operating Procedures Manual;
2. Progress toward holding the Superintendent accountable for achieving Trustees' Goals and the Superintendent's Strategic Plan; and
3. Timely completion of the annual evaluation of the Superintendent.

Discussion and Possible Action Regarding Nomination for TASB Board of Directors Region 6 and Delegate to TASB 2026 Assembly

Conroe ISD has been invited to nominate a trustee from our board for the Region 6, Position B seat on the TASB Board. The position term is for two years beginning at the close of the 2026 TASA/TASB Convention and expiring after the 2028 Convention.

The districts nomination also allows the TASB Board to fill the position and seat you nominee as a TASB Director at the TASB Summer Board Meeting, Thursday-Saturday, July 16-18, 2026, at the Marriott Marquis, in Houston, Texas. At that meeting, the nominated individual will be introduced to the Nominations Committee, and the TASB Board will elect your candidate as a TASB Director. Prior to the meeting, our nominee will be notified of the schedule. In deciding whether to nominate a trustee, here's some additional information about the role of TASB Directors and the timeline for nominations:

The Role of TASB Directors

TASB Directors actively promote TASB's mission and purposes. Directors also supervise and direct the affairs of the Association on behalf of you, our members. The TASB Board is composed of members from all 20 TASB regions, which follow the boundaries of the education service centers. Local boards in each region, who are Active Members, are eligible to nominate trustees for vacancies in their regions.

Nominations must be received by TASB no later than Tuesday, June 23, 2026.

Submitted and Recommended by:

Trustee Melissa Semmler

Please let Trustee Semmler know if you have any questions.



ACTIVE MEMBER DIRECTOR NOMINATION FORM

This is to serve as the nomination of a member of our local board to fill a position on the TASB Board of Directors.

CANDIDATE INFORMATION

NAME: _____

SCHOOL DISTRICT: _____

Our school district's board of trustees understands:

1. *The candidate must have served at least 18 months, in the aggregate, on the local board by December 31, 2026.*
2. *Expenses incurred for the candidate to attend the Nominations Committee interview will be the responsibility of the candidate's local school district.*
3. *The local board's nomination shall also serve as its candidate endorsement for that TASB Director position.*
4. *A TASB Director's attendance at TASB Board meetings is important.*
5. *Lodging and transportation expenses incurred by TASB Directors attending regular spring, summer and December Board meetings are reimbursed by the Association and transportation expenses and three nights' lodging incurred attending the Convention Board meeting are reimbursed by the Association.*

This nomination was approved by our board of trustees at a duly called meeting on _____.
(Date)

Signature of board president or officer *(If candidate is the board president or officer, must be signed by another officer)*

PRINTED NAME (of officer): _____

TITLE (of officer): _____

WILLINGNESS TO SERVE (to be completed by the candidate)

I, _____, confirm my willingness to serve, if elected, as a member of the TASB Board of Directors for Region 6, Position B.

Signature of candidate

This form is to be used to nominate a member of your Local Board as a candidate to fill a position on the TASB Board of Directors.

Form A, B, & C, must be received by TASB on or before June 23, 2026.

RETURN TO: E-mail: ²³²boardcommunications@tasb.org



TASB BOARD CANDIDATE BIOGRAPHICAL SKETCH

DATE: _____

NAME: _____

MAILING ADDRESS: _____

CITY: _____ ZIP: _____

BUSINESS PHONE: _____ RESIDENCE PHONE: _____

CELL PHONE: _____ FAX NUMBER (if applicable): _____

We communicate with our Board members primarily via e-mail. Please list your preferred email address.

E-MAIL: _____

SCHOOL DISTRICT: _____

LOCAL TERM EXPIRES: _____ YEARS ON BOARD: _____
(Month/year)

Upon expiration of current term on your local board, will you seek reelection?

YES ___ NO ___

BOARD POSITIONS HELD (including dates): _____

OCCUPATION: _____

CURRENT EMPLOYER: _____ DATES: _____

EDUCATION-HIGH SCHOOL: _____ COLLEGE: _____

OTHER EDUCATION: _____ DEGREES: _____

HOBBIES/SPECIAL INTERESTS: _____

BUSINESS/PROFESSIONAL/CIVIC GROUP MEMBERS (offices held including dates): _____

ADDITIONAL COMMENTS: _____

Please attach a short bio and include a current picture in jpeg format.

8. Describe a critical or serious challenge that your board has faced and tell us about your contributions to the resolution.

9. Excluding public school finance, what do you think are top issues facing public education today? Elaborate on why you think they are critical issues.

10. Describe your involvement at TASB grassroots meetings and/or regional school board association meetings.

11. Additional information: What else would you like for the Committee to know about you?

(Signature of candidate)

(Date)

This form is to be used to nominate a member of your Local Board as a candidate to fill a position on the TASB Board of Directors.

Form A, B, & C, must be received by TASB on or before June 23, 2026.

RETURN TO: E-mail: boardcommunications@tasb.org

INSTRUCTIONS FOR TASB BOARD NOMINATIONS

About the TASB Board of Directors

The TASB Board of Directors is charged with carrying out directives established by the Delegates at the Delegate Assembly. The individual Director is expected to attend four Board meetings a year, with one of the meetings being at the same time as the annual TASA/TASB Convention. In addition, the Director will be asked to serve on a standing committee that will meet, as needed, in conjunction with Board meetings. The Director should be a capable, experienced school board member who can assist in providing the Association with outstanding leadership.

How to Nominate a Candidate to the TASB Board

To nominate an individual from your local school board, please complete the following attached forms:

- A. Active member's nomination and candidate's willingness to serve
- B. Candidate biographical sketch
- C. Candidate questionnaire

The completed materials must be received by TASB no later than Tuesday, June 23, 2026. Nominations that do not meet the deadline cannot be accepted.

TASB will e-mail the nominated individual and the superintendent a confirmation that the forms have been received. If an acknowledgment is not received or if you have questions, contact Lysa Hoelscher at **800.580.8272, extension 2976, or boardcommunications@tasb.org**.

We appreciate your participation in this nomination process.

**Texas Association of School Boards
Board of Directors Nominations—Frequently Asked Questions**

1. *Who elects the TASB Board of Directors?*

The general governing body of TASB is the Delegate Assembly, which meets each fall on the Saturday of the TASA | TASB Convention. One of the responsibilities of the Assembly is to elect the TASB Board of Directors (TASB Board).

2. *Who makes up the Delegate Assembly?*

Each Active Member is eligible to designate a Delegate and Alternate from the local board to represent the board's interests at the Delegate Assembly. Either the Delegate or the Alternate, whichever is present on the floor, is the Active Member's voting representative. Members of the TASB Board and the four Grassroots Representative Advisors on the TASB Legislative Committee also are voting representatives on the Assembly floor by virtue of their positions.

3. *Who is an Active Member of TASB?*

Active Members are local public school boards and education service center boards that have paid current annual dues.

4. *What is the composition of the TASB Board?*

The 43-member TASB Board is composed of the President, the President-Elect, the Immediate Past President, and members from the 20 TASB Regions, which follow the boundaries of the education service centers. These Directors are elected to staggered three-year terms, with the exception of the President-Elect, President, and Immediate Past President who serve one-year terms in each position. An education service center representative also is a member of the TASB Board, serving as a voting *ex officio* member.

5. *What are the responsibilities of the TASB Board?*

The TASB Board actively promotes the purposes of the Association, oversees its fiscal affairs, and establishes Board policies.

6. *How are TASB Board positions determined, and why do some TASB Regions have more than one representative?*

Representation on the TASB Board is determined by state average daily attendance (ADA). Calculations to determine Board positions are completed each April with ADA data furnished by the Texas Education Agency. The TASB Board has two types of positions: large district and regional.

- a. **Large District Members**—An Active Member with at least 1.25 percent of the total state ADA is entitled to a large district position on the TASB Board). No more than 14 Active Members shall be entitled to a large district Director position. Currently, 10 districts qualify as large district members: Austin ISD, Conroe ISD, Cypress-Fairbanks ISD, Dallas ISD, Fort Bend ISD, Fort Worth ISD, Frisco ISD, Houston ISD, Katy ISD, and Northside ISD-Bexar County.
- b. **Regional Members**—Each of the 20 TASB Regions have a regional member on the TASB Board. However, a TASB Region will gain another position for each 4.25 percent, or fraction thereof, of the total state ADA after subtracting the ADA of each large district member. An Association Region shall be entitled to no more than three Regional Director positions.

7. *Does a TASB Director have to be a member of a local school board?*

Yes, Directors of the TASB Board must be a member of a local school board that is an Active Member of TASB. Except in the case of the President and the Immediate Past President, a Director of the TASB Board who ceases to be a local school board member automatically vacates his or her position on the TASB Board. The TASB President must be a member of a local board at the time of succession to the office.

8. *How do local boards know when to nominate an individual for a position on the TASB Board?*

On or before April 23, each Active Member will be notified that a vacancy or expiring term exists for a position in the Active Member's TASB Region. This information also will be posted on the TASB website.

9. *How does an Active Member nominate an individual?*

Active Members have until June 23 to place the name of a local board member in nomination for a position. A nomination is accepted when the following completed nominations forms, provided by the Association, are received by TASB:

- (1) Form A, Active Member's Nomination and Willingness to Serve form
The candidate must have served at least 18 months, in the aggregate, on the local board by December 31, 2026.
- (2) Form B, Candidate's Biographical Sketch
- (3) Form C, Candidate's Questionnaire

The nomination requires local board action, and Form A must be signed by the board president or other board officer and include the date of board action and the candidate.

Once these materials are received, the board president, candidate, and superintendent will receive an email acknowledging the candidacy.

10. Can an Active Member nominate more than one individual for a position?

No.

11. Can an individual be a candidate for more than one position?

No.

12. What is the endorsement period, and how does an Active Member endorse a nominated individual?

The endorsement period is open June 26–August 21 and is an opportunity for local boards in a region to support, or even elect, a candidate nominated to the TASB Board.

During the endorsement period, an Active Member may endorse the candidacy of a nominated individual from another board within their TASB Region. Active Members must use Form D, Endorsement Form, provided by the Association.

It is important to note that TASB Bylaws require local board action for endorsements. Also, the **Nominations Committee cannot accept endorsements acted on before June 26** or those not on the form provided by the Association (Form D, Endorsement Form). Completed endorsement forms must be received by TASB on or before August 21.

If a majority of Active Members in an Association Region endorse the same candidate, that candidate is elected to the TASB Board and will take office at the completion of the final official session of the TASA | TASB Convention. If more than 25 percent of Active Members in a Region endorses the same candidate, that candidate will be placed on the slate of nominees presented to the Delegate Assembly.

13. How can candidates contact Active Members in their TASB Regions for endorsements?

Upon request, TASB will provide a mailing list to candidates.

14. How are vacancies on the TASB Board filled throughout the year?

The TASB Board can fill vacancies that occur during the year. Each Active Member within the affected Region will be notified about the vacancy and the process for nominations. The Nominations Committee will interview all candidates and make a recommendation to the TASB Board. The TASB Board will elect an individual to fill the vacancy until the next Delegate Assembly.

15. *What is the TASB Nominations Committee, and what is the committee's role in the Delegate Assembly election process?*

The TASB Nominations Committee is composed of Directors on the TASB Board. Eleven committee members and nine alternates are elected by the Board annually. In the election of the committee, the Board considers school district size, geographic location, wealth per student.

The Nominations Committee meets prior to the Delegate Assembly to interview nominated individuals in Director races that have not been elected by endorsement by the Regions. The Committee prepares a slate of Director nominees by selecting a candidate for each open position.

If a Director candidate has received endorsements from a majority of the Active Members in the TASB Region, that individual is automatically elected to the position and will take office after the final Convention session in the year elected.

If no Director candidate has received a majority of the endorsements, the slate of nominees will include the committee's nominees and also will list any nominated individuals who have received endorsements from at least 25 percent, but less than a majority, of the Active Members within their TASB Region.

16. *Who pays the nominated individual's expenses incurred in attending the interview with the Nominations Committee?*

The candidate's local board typically pays. This is not a TASB expense.

17. *Can someone still run for TASB Director if he or she is not chosen by the Nominations Committee and has not received endorsements from at least 25 percent of the Active Members?*

Yes. Even if a candidate was not selected as a nominee by the Nominations Committee or did not receive at least 25 percent of the endorsements from their region, they may still run for a Director position on the TASB Board through the delegate nomination process.

A delegate nomination may be made by the candidate's Delegate, provided the following conditions are met: (a) the candidate's completed nomination materials had been submitted to TASB Headquarters by June 23, (b) the candidate interviewed with the Nominations Committee, and (c) the candidate's intent and consent to run for the position by this alternate means is received in TASB Headquarters at least five days before the annual Delegate Assembly.

18. *When are Active Members notified of the official slate of Director and Officer nominees?*

The nominations slate of nominees is sent to all Active Members as soon as feasible after the August 28-29, 2026, Director candidate interviews and prior to Delegate Assembly.

Officer nominees are selected by the TASB Board at the Summer Board Meeting.

19. *What happens if a nominee is unable to serve?*

The Nominations Committee, at the call of its chair, will select an alternate Director nominee; and the TASB Board, at the call of its President, will select an alternate Officer nominee. Active Members and their Delegates will be notified of the amended report of the Nominations Committee as soon as feasible, but no later than the opening of the Delegate Assembly.

20. *Can candidates in contested races campaign for Delegate votes?*

Yes, within certain limits, candidates in contested races can campaign for Delegate votes.

- a. *Distribution of Materials***—A candidate can distribute a biographical document on a single sheet of paper no larger than 8-1/2 inches by 14 inches by placing the document on the tables in the caucus meeting rooms organized by the Board before the start of the meeting and/or the tables in the Delegate Assembly hall before the start of the Assembly. No buttons or other forms of campaign paraphernalia will be distributed or worn by individuals in these caucus meetings or in the Assembly hall.
- b. *Solicitation of Votes***—No campaigning or solicitation for votes from Delegates will be allowed in the caucus meetings organized by the Board or in the Delegate Assembly hall.
- c. *Campaigning at the Delegate Assembly itself***—Aside from distributing a one-page biographical flier, candidates are prohibited from soliciting votes from Delegates outside of the Assembly hall, at the entrance to the hall, or on the floor of the Assembly.

21. *Will nominees be allowed to speak at the Delegate Assembly?*

Yes, speeches are allowed in contested races, and each nominee is given three minutes, in accordance with the standing rules adopted by the Assembly. Contested nominees speak in alphabetical order for each position; however, the recommended nominee speaks last.

22. *At the Delegate Assembly, do Delegates cast their vote for all positions or just those within their TASB Region?*

All Delegates of the Assembly may cast a vote in each contested position.

23. *How are votes cast, tallied, and reported?*

Voting is done by electronic keypads. The Teller Committee supervises the voting and certifies the accuracy of the counts. The Teller Committee Chair reports the results to the Assembly.

24. *How is the Teller Committee selected?*

The TASB President appoints Delegates to serve on the Delegate Assembly Teller Committee. A Delegate from an Active Member that has a nominee on the slate is ineligible to serve on the Teller Committee.

25. *How are the winners determined?*

The nominee receiving the majority of the votes of the Delegates present and voting shall be elected. If no nominee receives a majority, a run-off election shall be conducted between the two nominees receiving the greater number of votes, and the election shall be repeated for that position as many times as necessary to obtain a majority.

26. *When do the terms of newly elected Directors and Officers begin?*

The newly elected Directors and Officers (including those Directors elected by endorsement within their regions) begin serving their terms at the end of the final official session of the Convention.

27. *When does the TASB Board meet?*

The TASB Board meets four times a year (December, spring, summer, and Convention).

28. *Who pays the Director's expenses to attend meetings?*

In accordance with TASB Board policy, TASB will reimburse Directors for the following expenses:

1. Expenses incurred while attending the regular December, Spring, and Summer TASB Board Meetings.
2. Transportation expenses and three nights' lodging expenses incurred by Directors attending the regular Convention Board Meeting held in conjunction with the TASA | TASB Convention.
3. Expenses incurred while attending any other meetings of the TASB Board or standing committees.

29. *Whom do I contact for more information?*

Contact Lysa Hoelscher at 800-580-8272, extension 2976 or boardcommunications@tasb.org.

ARTICLE VI. BOARD OF DIRECTORS

SECTION 1. ASSOCIATION REGIONS.

The Association Regions shall correspond to the ESC region boundaries.

SECTION 2. QUALIFICATIONS, NOMINATION, ENDORSEMENT, AND ELECTION OF DIRECTORS.

A. Each voting Director shall be a trustee currently serving on an Active Member school board, except as provided below:

(1) The President and the Immediate Past President, holding office in accordance with Article VII, Section 2A.

(2) The ESC *ex officio* Director, selected in accordance with Article VI, Section 4F.

B. A trustee seeking nomination for a Director position must have served at least 18 months, in the aggregate, on the trustee's school board as of December 31 of the TASB election year. No Active Member shall have more than one candidate running for a Director position before the Delegate Assembly, even if more than one Director position is subject to an expiring term or vacancy within the Active Member's Region. No person shall be a candidate for more than one Director position in an election before the Delegate Assembly.

C. For purposes of this section, an Active Member whose school district's average daily attendance (ADA) meets the requirements of Article VI, Section 4C(1), shall be treated as an Association Region and referred to in these Bylaws as a Large District. Except as provided in Article VI, Section 9, if a Large District Active Member has no trustee who satisfies the minimum school board service requirement or no trustee interested in serving on the Board, the Large District Director position will remain vacant until an eligible candidate is presented to TASB for nomination.

D. Nominations and endorsements shall be accepted in accordance with the following requirements, in chronological order within the time frames and deadlines set out in Board policy:

(1) Active Members in any Association Region in which there are expiring terms or vacancies in Director positions shall be notified by the date established through Board policy that the Active Member may nominate one of its trustees as a candidate for a Director position in which the term is expiring or a vacancy exists within the Active Member's Region.

(2) The Nominations Committee's chair, or designee, shall have received the following in writing in the Austin office of the Association by the deadline established through Board policy:

(a) The Active Member's nomination, in such form as required by the Association, which shall include a verification by the Active Member's board president or other board officer as to the date of board action.

(b) Candidate information required by the Association, which shall include (i) the

candidate's written confirmation of his or her intent to be nominated as a candidate and willingness to serve if elected, (ii) biographical information, and (iii) responses to the questionnaire(s) developed by the Association.

(3) A listing of all candidates running for Director positions shall be sent to the superintendent and board president of each Active Member in each Association Region in which there are any expiring terms or vacancies in Director positions by the date established through Board policy. The candidate listing also shall be posted on the Association's website. Candidates, Directors, Delegates, and Active Members shall be subject to any campaign protocols or regulations established through Board policy.

(4) Active Member endorsements of candidates shall be received in the Austin office of the Association by the deadline established through Board policy in order for such endorsements to be considered. An Active Member may endorse only one candidate for each open Director position within its Association Region. Only candidates who have complied with the requirements of Article VI, Section 2D(2), may be endorsed. Endorsements adopted by an Active Member before the Association sends the list of candidates pursuant to Article VI, Section 2D(3), or endorsements that are not on the endorsement form provided by the Association in a given year shall not be accepted. An Active Member's nomination of one of its trustees [Article VI, Section 2D(2)] shall be considered the Active Member's endorsement for that Director position.

(5) If a majority of the Active Members in an Association Region endorses the same candidate, that candidate shall be elected to the Director position and shall take office at the completion of the final official session of the annual convention during the year in which the Director was elected.

(6) If no candidate receives endorsements from a majority of the Active Members in the candidate's Association Region [Article VI, Section 2D(4)], the official annual Delegate Assembly list of nominees shall include the following:

(a) Candidates nominated by the Nominations Committee [Article VIII, Section 2H].

(b) Candidates receiving endorsements from at least 25 percent but less than a majority of the Active Members in an Association Region.

(7) Thereafter nominations may be made by the candidate's Delegate, provided the following conditions are met:

(a) The candidate's nomination was submitted in compliance with Article VI, Section 2D(2).

(b) The candidate interviewed with the Nominations Committee, unless the Committee waived the need for an interview based on criteria set out in Board policy.

(c) The candidate's intent and consent to run for the position by this alternate means is received in the Austin office of the Association five days prior to the annual Delegate Assembly.

E. Except for a Director position filled in accordance with Article VI, Section 2D(5), the official

annual Delegate Assembly list of nominees shall be prepared by the Nominations Committee as provided in these Bylaws [Article VIII, Section 2I]. The election shall comply with these Bylaws and any rules and procedures adopted for the Delegate Assembly at the start of the meeting. Such rules and procedures may allow uncontested nominees to be deemed elected without a vote.

F. If there is more than one nominee for a Director position, the nominee receiving the majority of the votes of the Delegates shall be elected. If no nominee receives a majority vote of the Delegates, a runoff election shall be conducted between the two nominees receiving the greater numbers of votes, and the election shall be repeated for that position as many times as necessary to obtain a majority.

SECTION 3. DUTIES. The Board shall supervise, control, and direct affairs of the Association in accordance with the Articles of Incorporation, Bylaws, Cornerstone Principles, and Advocacy Agenda approved by the Delegate Assembly. The Board shall:

A. Actively promote the mission, purposes, and Cornerstone Principles of the Association.

B. Adopt the Association's budget and have discretion in the disbursement of the Association's funds.

C. Receive any devise, bequest, donation, or gift — either for real or personal property — and hold the same in absolute title or in trust; and invest, reinvest, and manage such property consistently with the mission and purposes of the Association.

D. Establish such Board policies as it deems appropriate in fulfilling its responsibilities under these Bylaws.

E. Appoint such agents as it may consider necessary.

SECTION 4. COMPOSITION.

A. The Association's governing body shall be composed of Directors from Large Districts or Association Regions. No Active Member shall have more than one individual serving on the Board.

B. All Directors shall represent their respective Association Regions, except the President, President-Elect, and Immediate Past President.

C. By virtue of student enrollment, individual Active Members or Association Regions may be eligible for a Director position as follows:

(1) (a) Not more than 14 Active Members shall be entitled to Large District Director positions. To qualify for a Large District Director position, the Active Member shall have had at least 1.25 percent of the total state ADA for two consecutive school years. If more than 14 Active Members qualify for Large District Director positions under this provision, the 14 Active Members with the largest ADA shall qualify.

(b) If the Active Member's ADA falls below 1.25 percent of the total state ADA for two consecutive school years or if an Active Member has qualified for a Large District Director

position and that Active Member is no longer one of the 14 school districts with the ADA required under Article VI, Section 4C(1)(a), the Active Member's entitlement to a Large District Director position shall end with the expiration of the current representative's term.

(2) (a) An Association Region shall be entitled to Regional Director positions for each 4.25 percent or fraction thereof of the total state ADA contained within the Association Region for two consecutive school years and after the ADA of each Active Member qualifying for a position by virtue of Article VI, Section 4 C(1), has been subtracted. Notwithstanding the foregoing, an Association Region shall be entitled to no more than three Regional Director positions.

(b) If an Association Region becomes entitled to multiple positions by this provision and then fails to sustain sufficient ADA for the entitlement over two consecutive school years, a Regional Director position shall be eliminated as follows:

- i. If a vacancy exists in the Regional Director position, that position shall be eliminated.
- ii. If there is more than one vacancy in the Regional Director positions, the vacant position with the first expiring term shall be eliminated.
- iii. If there is no vacancy in the Regional Director positions, the existing position with the first expiring term within the Region shall be eliminated at the end of that term.
- iv. If there is no vacancy and more than one Regional Director position having the first expiring term in the same year, the position being held by the individual with the least tenure as a Regional Director shall be eliminated at the end of that term.
- v. If there is no vacancy and more than one Regional Director position having the first expiring term in the same year and being held by individuals with the same tenure, there shall be a drawing of lots to determine which Regional Director position shall be eliminated at the end of the term.

D. All calculations under this section shall be based on ADA data furnished by the Texas Education Agency available as of April 1 preceding the annual Delegate Assembly.

E. The Executive Director shall be a nonvoting *ex officio* Director and shall not be counted in the quorum of the Board.

F. The ESC boards shall be represented by one voting *ex officio* Director selected by a process and for a term prescribed by guidelines established by the ESC boards, but shall not be counted in the quorum of the Board.

SECTION 5. DURATION OF OFFICE.

A. Unless stated in these Bylaws otherwise, a Board year or annual period relating to a Director or the business of the Board commences at the official close of the annual convention and ends after the same event in the next year.

B. The term of office of each Director shall be three years and shall begin at the completion of the final official session of the annual convention during which the Director was elected by the annual Delegate Assembly.

C. Terms of Directors shall be staggered to allow, to the extent possible, for the election of one-third of the Directors each year. New Director positions shall be assigned to terms to retain this balance; however, if this is not possible, the assignment of terms shall be decided by drawing of lots.

D. Upon election to a three-year term, a Director may be reelected to no more than three additional terms. For purposes of determining a Director term limit, service time attaches to the individual and not the Association Region with which the Director is associated.

E. Upon election or succession to the office of President-Elect, the Director position previously held shall be declared vacant and a successor elected, except as provided in Article VI, Section 4A. Once elected President-Elect, the term limit that applies to a Director position shall no longer apply and shall not prevent the individual from completing the term of one year as President-Elect, one year as President, and one year as Immediate Past President.

SECTION 6. RESIGNATION AND REMOVAL.

A. A Director may resign by submitting a letter of resignation to the President. The resignation shall become effective upon receipt by the President.

B. A Director who is absent from three consecutive regularly scheduled Board meetings or from three consecutive regularly scheduled Standing Committee meetings may be removed from the Director position by a majority vote of all Directors. A Large District Director removed pursuant to this section shall be ineligible to serve for the remainder of the term to which the Director was elected.

C. Any Director may be removed by a two-thirds vote of the Board when, in the Board's judgment, the best interests of the Association would be served by removal.

SECTION 7. MEETINGS.

A. The Board shall hold at least four regular meetings that shall be spread throughout the year, with one taking place during the summer and the last meeting taking place during the week of the annual Delegate Assembly. The Executive Committee of the Board shall determine the dates and locations of the meetings for the upcoming Board year and report the meeting schedule to the Board before the Board year commences. The Board also shall be given 30 days' notice before each regular meeting by electronic means or by any other means accessible to the Directors.

B. Additional meetings of the Board may be called by the President or by the written request of a majority of the Board, provided that a written notice is sent to each Director at least 10 days before the meeting.

C. A meeting of the Board or a committee may be conducted in person or by alternate means, such as teleconference, videoconference, virtual, ~~250~~ any other means by which each participant can

communicate with all other participants.

SECTION 8. QUORUM AND VOTING.

A. A quorum shall consist of a majority of the Board.

B. Unless required otherwise by law, the Articles of Incorporation, or these Bylaws, a vote required or permitted to be taken shall be based on the “present and voting” parliamentary standard. No proxy voting shall be permitted.

C. Any action required to be taken at a meeting of Directors, or any action which may be taken at a meeting of the Directors or any committee, may be taken without a meeting if a consent in writing, setting forth the action to be taken, shall have been signed or executed by the number of Directors or committee members as would be necessary to take that action at a meeting at which Directors or members of the committee were present and voted. The Board, by policy or resolution, may increase the number of votes required for an action taken by written consent. A written consent shall be signed or executed and dated by each Director or committee member, and consent may be provided in multiple counterparts. Directors or committee members may provide written consent by facsimile, email (from the email address of record), or any other form of written action from the Director or committee member.

SECTION 9. VACANCIES.

A. The Board may fill vacancies that occur in Director positions by electing an individual, by majority vote, to fill the vacancy until the next annual Delegate Assembly, in accordance with Board policy. At that time, a candidate shall be elected by the annual Delegate Assembly to fill the unexpired term in accordance with Article VI, Section 2.

B. Notwithstanding the foregoing and the eligibility requirements of Article VI, Section 2, if the powers and duties of a Large District’s conventional school board have been suspended temporarily by the State of Texas, the Board may fill the Large District Director position with an individual from the Large District’s temporary governing body on an interim basis, but such individual shall not be presented to the Delegate Assembly for election as otherwise provided in this section. Further, the term for such Large District Director position shall remain intact, even if the Board refills the position with the same person for a new term. In contrast, if a Regional (non-Large District) Director’s conventional school board has been suspended in a similar manner by the State of Texas, the Regional Director’s position on the Board is deemed vacated, and the Board may fill the position from the Association Region as set out in this section.

Discussion and Possible Action Regarding Updates to Cell Phone Policy Implementation

During the 2025–2026 school year, Conroe ISD tracked a total of 12,880 cell phone policy discipline referrals across all secondary campuses. The year-end data demonstrates that phone-related infractions are heavily concentrated at the high school level, while remaining a relatively minor component of junior high discipline.

- **Total Referrals:** 12,880 districtwide infractions were recorded, consisting of 12,107 high school referrals and 773 junior high referrals.
- **Students Disciplined:** A total of 6,587 unique students received at least one referral across the district, comprising 6,048 high school students and 539 junior high students.

2. High School Performance & Trends

Cell phone infractions represent a primary driver of high school disciplinary actions, constituting nearly half of all high school referrals districtwide.

- **Disciplinary Volume:** The 12,107 cell phone referrals made up 46.6% of the 25,994 total disciplinary referrals issued across the district's high schools.
- **Student Body Impact:** Approximately 27.5% of total high school students (6,048 out of 21,993 enrolled) received at least one phone referral during the year.
- **Campus Variations:** Disciplinary volumes and student citation rates varied significantly by campus:
 - **Conroe High School (CHS):** Led the district in absolute numbers with 3,161 phone referrals, affecting 32.5% of its enrolled student body.
 - **Caney Creek High School (CCHS):** Followed closely with 2,979 referrals, which impacted 42.6% of its student body. Together, Conroe HS and Caney Creek HS generated half of the entire high school phone referral total.
 - **The Woodlands High School (TWHS):** Recorded 2,008 referrals, impacting 24.5% of enrolled students.
 - **Oak Ridge High School (ORHS):** Recorded 1,505 referrals, impacting 27.2% of enrolled students.
 - **Grand Oaks High School (GOHS):** Recorded 1,136 referrals, impacting 17.8% of enrolled students.
 - **College Park High School (CPHS):** Recorded 1,102 referrals, impacting 21.0% of enrolled students.
 - **Washington High School (WHS):** Recorded the fewest absolute phone referrals at 216, though due to its small size, this represented 47.9% of its student body and 60.5% of its total campus discipline.
- **Intra-Year Trends:** Districtwide high school referrals climbed steadily through the first half of the year, peaking at 3,316 infractions during the third marking period. However, the fourth marking period saw a sharp 22% decline, dropping by 746 referrals to an annual low of 2,570.

3. Junior High Performance & Trends

In contrast to the high schools, cell phones represent a minimal fraction of junior high disciplinary interventions.

- **Disciplinary Volume:** The 773 phone referrals accounted for just 8.3% of the 9,367 total junior high referrals.
- **Student Body Impact:** Only 4.5% of the junior high student population (539 out of 11,913 enrolled) was cited for a phone violation.
- **Campus Variations:** Peet (169 referrals), Knox (154 referrals), and York (151 referrals) accounted for the largest shares of junior high infractions. Other campus totals included McC (133), Moorhead (66), Irons (60), and Stockton (40).
- **Intra-Year Trends:** Moving in the opposite direction of high schools, junior high cell phone referrals rose consistently every marking period, nearly tripling from 97 referrals in the first marking period to 302 referrals by the fourth marking period.

This presentation will convey this information and more.

Recommended by:

Dr. David Vinson
Superintendent of Schools

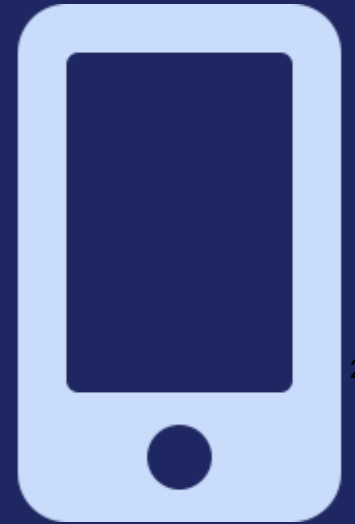
Submitted by:

Dr. Mark Murrell
Assistant Superintendent for High Schools

CONROE INDEPENDENT SCHOOL DISTRICT

Cell Phone Policy Report

End-of-Year Summary · 2025–2026 School Year

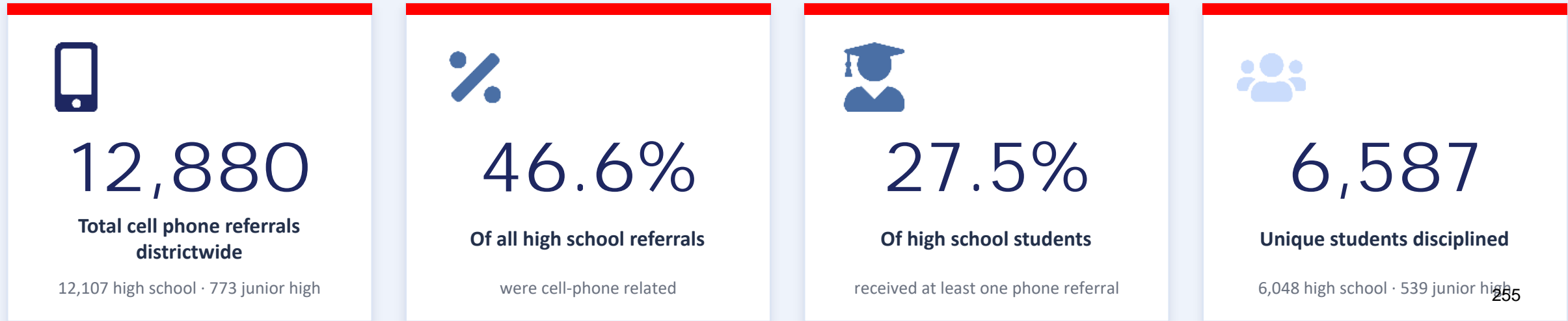


254



CONROE
INDEPENDENT
SCHOOL DISTRICT

Districtwide Phone Discipline by the Numbers



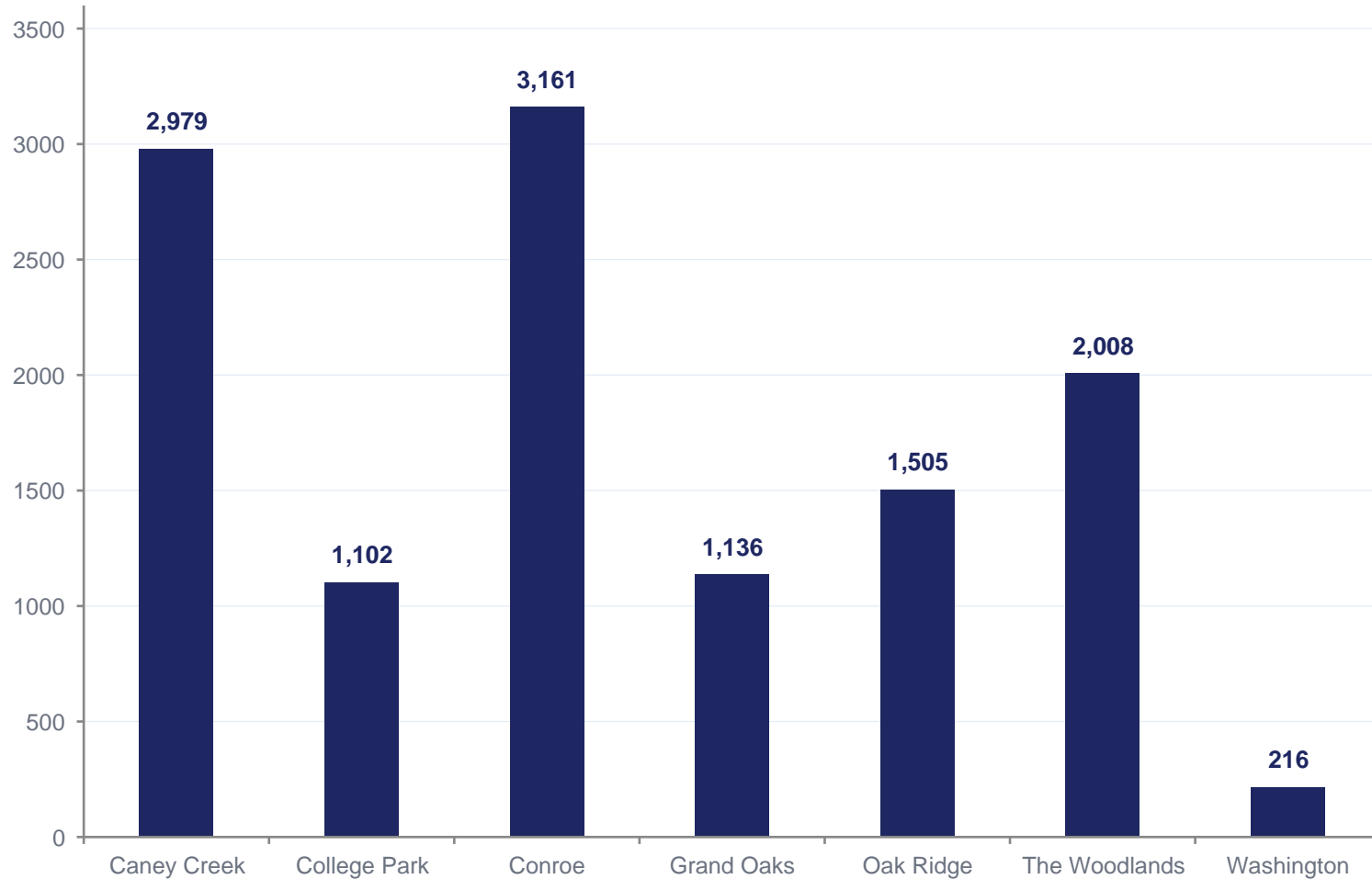
of HS students cited

of IH students cited

higher phone-referral rate in high schools

HIGH SCHOOLS

Cell Phone Referrals by Campus



Conroe HS led the district

3,161 phone referrals — the highest of any campus.

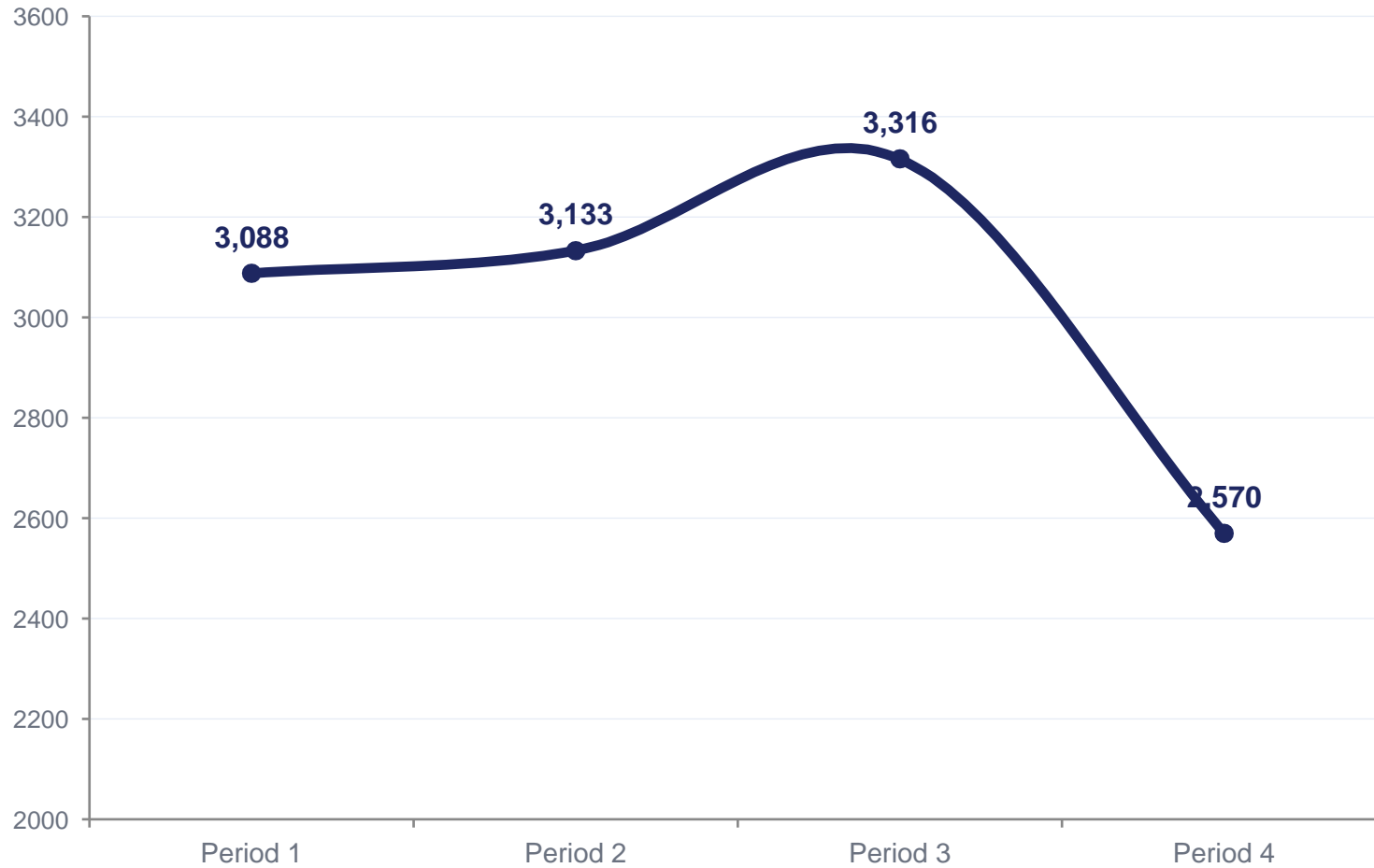
Caney Creek close behind

2,979 referrals, with the two campuses driving half the HS total. 256

Washington HS lowest

Just 216 referrals across the year.

Districtwide Trend Across Marking Periods



Peaked in Period 3

Referrals climbed steadily to a high of 3,316 in the third marking period.



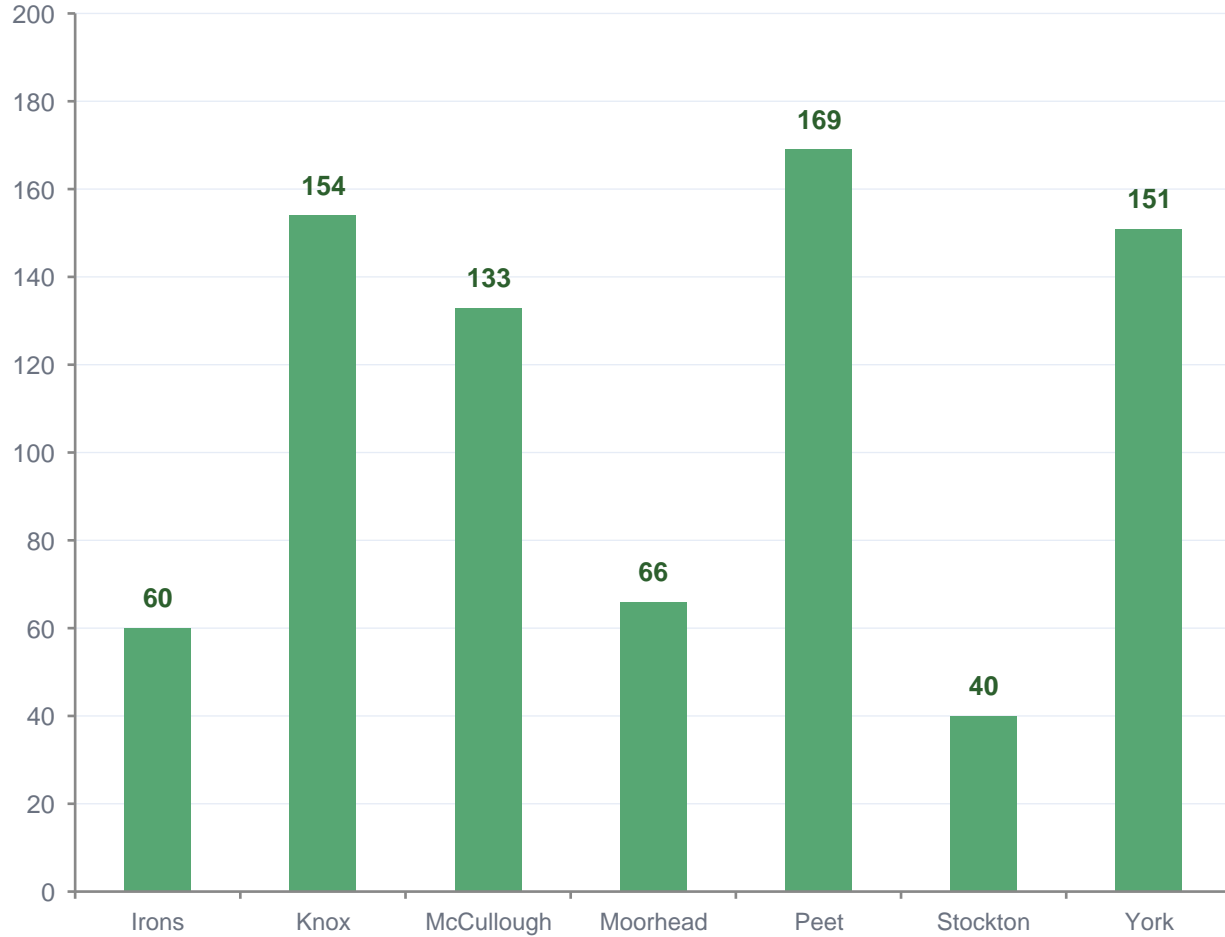
Then a 22% drop

Period 4 fell to 2,570 — the lowest of the year, down 746 referrals from the peak.

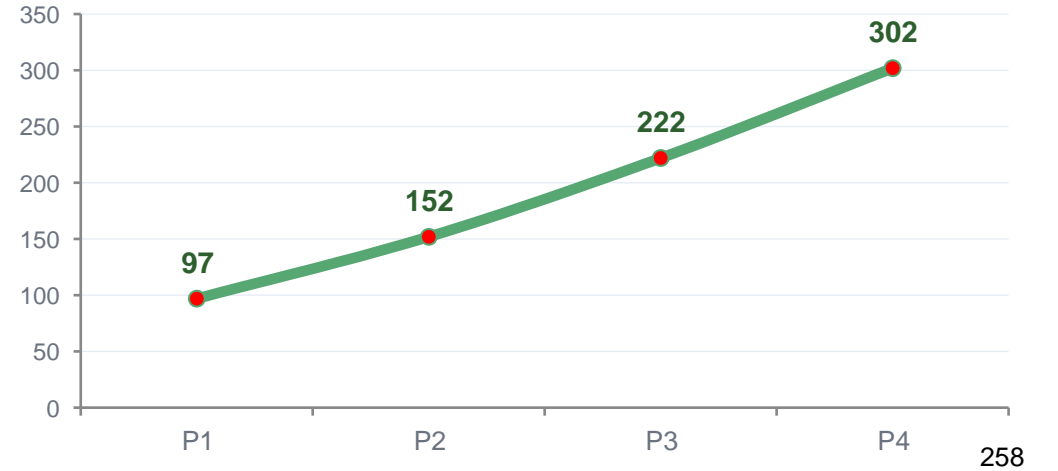
257



Referrals by Campus & a Rising Trend



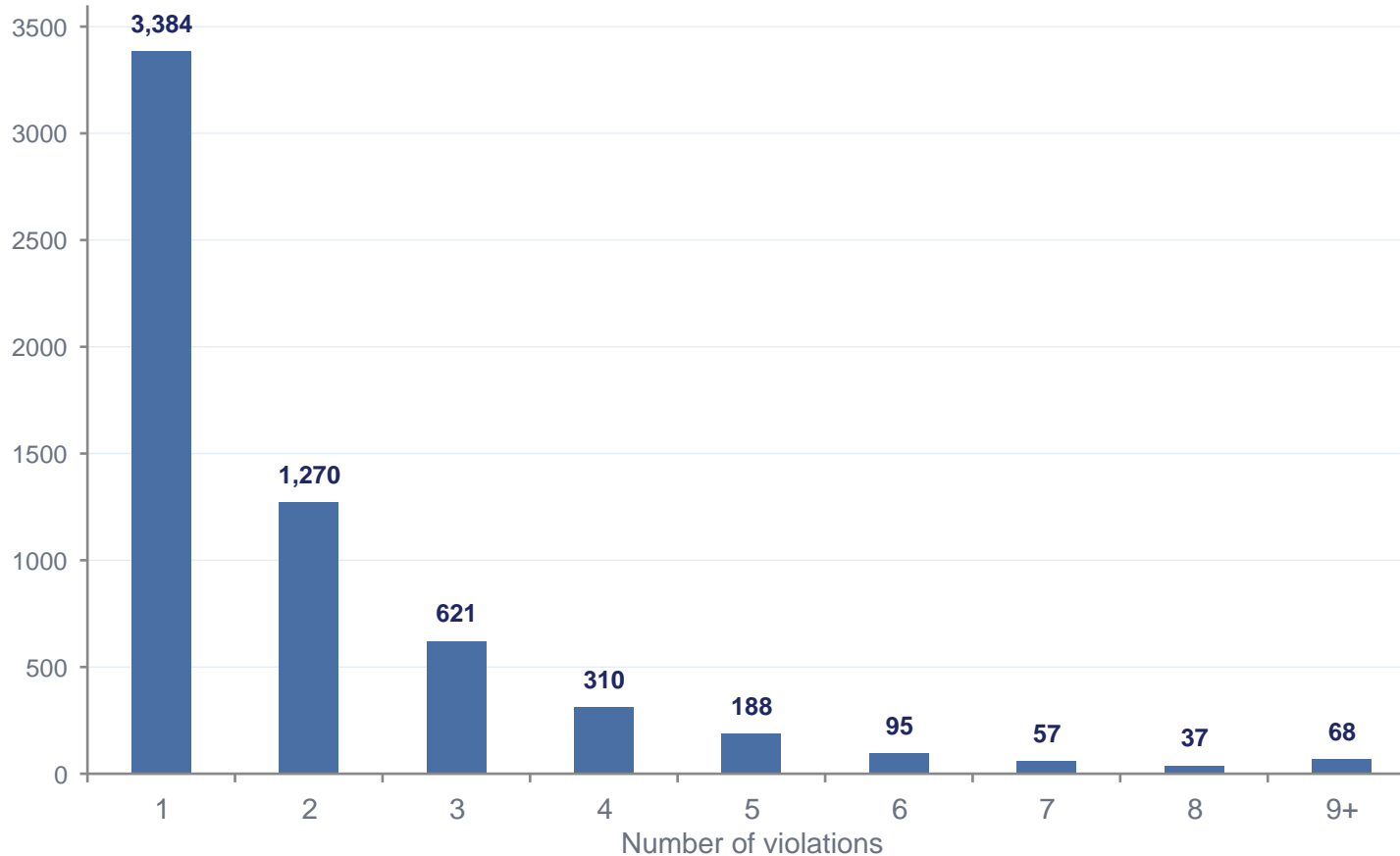
Referrals nearly tripled over the year



Opposite of the high schools

Junior-high referrals rose every marking period (97 → 302), while high-school referrals fell after Period 3. Peet, Knox and York account for the largest shares.

How Often Do Students Reoffend?



56.1%

of cited students
had just one
violation

77.2%

had no more than
two violations

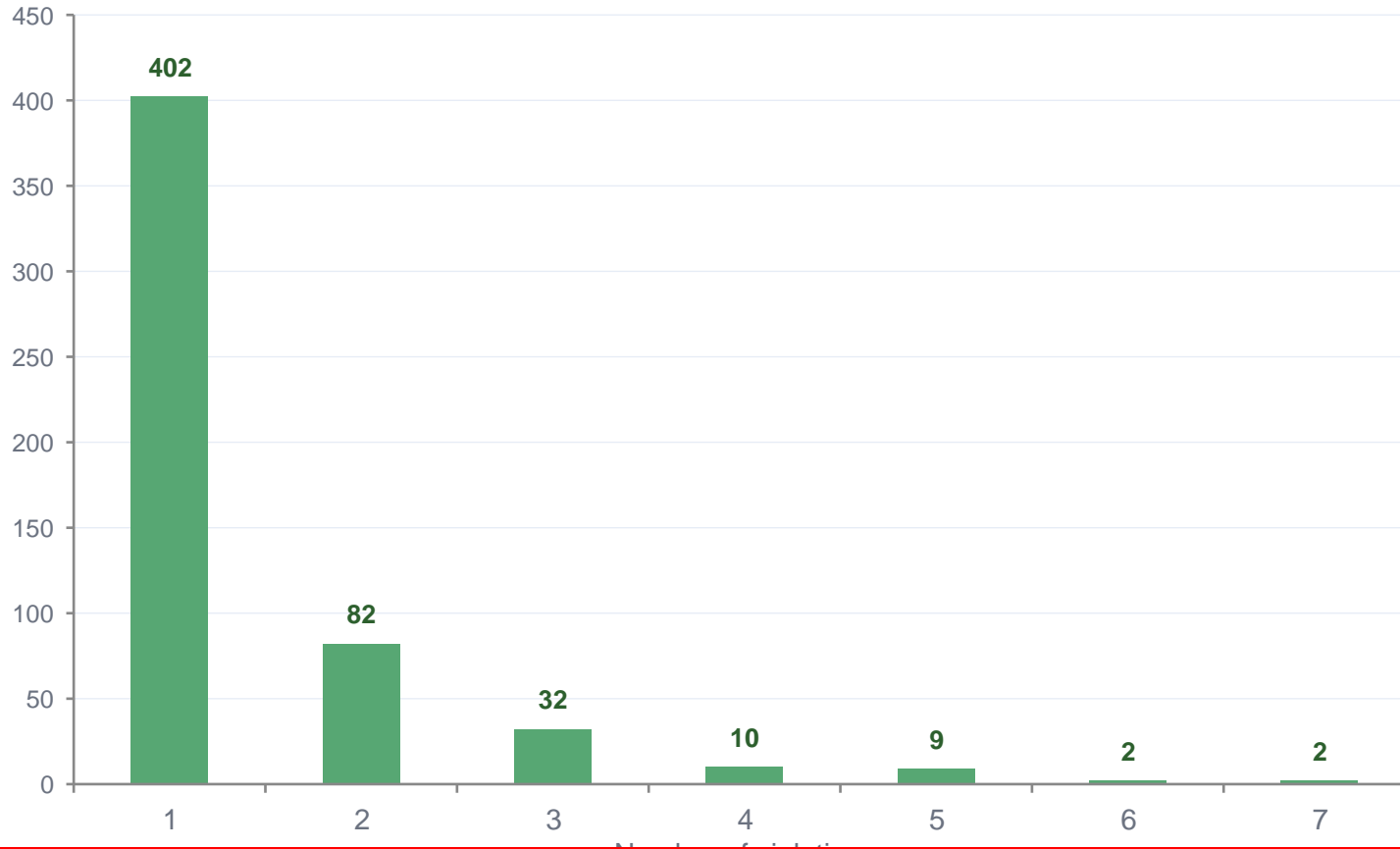
259

68

students reached
nine or more
violations



Reoffending Is Rarer — and Caps Out Early



74.6%

of cited JH students
had only one
violation

89.8%

had no more than 260
two violations



High School — Full Data

	CCHS	CPHS	CHS	GOHS	ORHS	TWHS	WHS	Total
Total Phone Referrals	2,979	1,102	3,161	1,136	1,505	2,008	216	12,107
Total Referrals (All)	5,048	2,455	7,531	3,566	3,644	3,393	357	25,994
Unique Students	1,179	641	1,672	687	716	1,060	93	6,048
Total Enrollment	2,767	3,060	5,153	3,858	2,632	4,329	194	21,993 ²⁶¹
% Students Cited	42.6%	21.0%	32.5%	17.8%	27.2%	24.5%	47.9%	27.5%
% Referrals = Phone	59.0%	44.9%	42.0%	31.9%	41.3%	59.2%	60.5%	46.6%

Cell phone referrals made up nearly half of all high-school discipline referrals (46.6%), and just over a quarter of all high-school students received at least one.

Junior High — Full Data

	Irons	Knox	McC	Moorhead	Peet	Stockton	York	Total
Total Phone Referrals	60	154	133	66	169	40	151	773
Total Referrals (All)	756	1,101	796	2,019	2,898	606	1,191	9,367
Unique Students	36	108	101	50	117	31	96	539
Total Enrollment	2,183	1,359	2,197	1,403	1,347	1,383	2,041	11,913 ²⁶²
% Students Cited	1.7%	8.0%	4.6%	3.6%	8.7%	2.2%	4.7%	4.5%
% Referrals = Phone	7.9%	14.0%	16.7%	3.3%	5.8%	6.6%	12.7%	8.3%

Phone referrals were a far smaller share of junior-high discipline (8.3%), and only 4.5% of junior-high students were cited at all.

What the Year-End Data Tells Us



Phones drive HS discipline

12,107 phone referrals — 46.6% of all high-school referrals — concentrated at Conroe and Caney Creek.



Most students are one-time

56% of cited HS students and 75% of JH students had a single violation; repeat offenders are a small minority.



A small group repeats often

68 high-school students reached 9+ violations, driving a disproportionate share of total referrals.



HS and JH move in opposite directions

HS referrals fell 22% after a Period 3 peak, while JH referrals climbed every period, nearly tripling.

Consider and Approve the Conroe ISD Education Foundation Resolution

Recommendation:

That the Conroe Independent School District Board of Trustees approve the resolution affirming the District's commitment to continue existing scholarships, and to support the advancement of Conroe ISD Education Foundation's grants, programs, and initiatives, as submitted by Andrew Stewart, Executive Director of Communications, and recommended by Dr. David Vinson, Superintendent of Schools.

Explanation:

The Conroe ISD Education Foundation has long partnered with the District to support students and staff through scholarships, grants, and programs that enhance educational opportunities across the District.

The proposed resolution formally affirms the Board's support for the Conroe ISD Education Foundation and recognizes the District's commitment to honor and continue all existing named scholarships in accordance with donor intent. The resolution also supports the continued advancement of the Foundation's grants, programs, and initiatives to benefit Conroe ISD students and staff.

Approval of this resolution demonstrates the Board's commitment to maintaining the legacy of generosity established through the Education Foundation while ensuring continued stewardship and support for future generations of Conroe ISD students and staff.

Recommended by:

Dr. David Vinson
Superintendent of Schools

Submitted by:

Andrew Stewart
Executive Director of Communications

**RESOLUTION OF THE BOARD OF TRUSTEES OF
CONROE ISD INDEPENDENT SCHOOL
DISTRICT
RESOLUTION #_____**

WHEREAS, the Board of Trustees (“Board”) of the Conroe Independent School District (“Conroe ISD” or “District”) is authorized by Texas Education Code § 11.151 to govern and oversee the management of the public schools in the District; and

WHEREAS, the Board, through its specific powers as authorized by Texas Education Code § 11.1511 is to monitor district finances to ensure that the superintendent is properly maintaining the district's financial procedures and records;

WHEREAS, the Board has successfully partnered with the Conroe ISD Education Foundation (“Foundation”) in the past and allowed the Foundation to provided assistance; and

WHEREAS, the Board is authorized by Texas Education Code §11.156 to accept donations on behalf of the District; and

WHEREAS, Board Policy CDC (LOCAL) states that the Board delegates to the superintendent the authority to accept unsolicited gifts on behalf of the District. However, any gift with a cost or market value of \$25,000 or more, any gift that the potential donor has expressly made conditional upon the District's use for a specified purpose, or any gift of real property, shall require Board approval; and

WHEREAS, the Board finds that pursuant to the Letter of Intent between the District and the Conroe ISD Education Foundation (“Foundation Board”) the Board will honor to support the Foundation’s commitment to continue all existing scholarships, grants, programs, and initiatives of the Foundation without interruption.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE CONROE INDEPENDENT SCHOOL DISTRICT:

RESOLVED, that the Board of Trustees of the Conroe Independent School District affirms its support for the mission and ongoing work of the Conroe ISD Education Foundation.

RESOLVED, that the Board agrees to honor and continue all existing named scholarships of the Foundation in accordance with donor intent, and to support the continued advancement of the Foundation’s grants, programs, and initiatives.

PASSED AND APPROVED this ____ day of _____ 2026 by the Board of Trustees for the Conroe Independent School District.

By: _____
Misty Odenweller, Board President

Attest: _____
Lindsay Dawson, Board Secretary

ParentSquare Communication Platform

Recommendation:

That the Conroe Independent School District Board of Trustees approve the adoption of ParentSquare as the District's unified communication platform for the 2026-2027 school year, as submitted by Andrew Stewart, Executive Director of Communications, and recommended by Dr. David Vinson, Superintendent of Schools.

Explanation:

Conroe ISD currently utilizes multiple communication tools to support district and campus communications, including Apptegy Alerts, Apptegy Rooms, and Smore. In an effort to simplify communication, improve engagement, and provide a more consistent experience for families and staff, the District conducted a review of available platforms and evaluated ParentSquare.

ParentSquare provides a single, integrated platform for mass notifications, two-way teacher and campus communication, newsletters, forms, surveys, event calendars, and translation into more than 190 languages. Families may receive communications through their preferred method, including email, text message, phone call, or the ParentSquare mobile application, without requiring the download of an app. The platform also provides administrative oversight of communications, scheduled delivery options, and enhanced tools for improving parent engagement and communication consistency across the District.

The adoption of ParentSquare will replace the current Apptegy Alerts, Apptegy Rooms, and Smore platforms, consolidating these functions into a single system and providing a more streamlined and user-friendly experience for families and staff.

Recommended by:

Dr. David Vinson
Superintendent of Schools

Submitted by:

Andrew Stewart
Executive Director of Communications



ParentSquare

June 2026

Current Communication Platform Challenges

Parent App Adoption

Rooms worked best when parents download and engage with the app. Almost half the parents in the district did not download the app and only 30% actively engaged with it.

Communication Fragmentation

District, campus, teacher, newsletters, calendars, and forms exist across separate systems.

Message Overload

Parents often receive communications through several channels and platforms as well as multiple messages each day.

Limited Oversight

Rooms provided limited visibility and safeguards for staff to student communication.

Message Previews

Could not preview messages before sending them for formatting.



Potential Solution: ParentSquare

One platform for:

- ✓ District communications
- ✓ Campus communications
- ✓ Teacher-to-parent communication
- ✓ Newsletters
- ✓ Calendars
- ✓ Forms and signups
- ✓ Volunteer opportunities
- ✓ Emergency notifications
- ✓ Two-way communication



Parents Communicate Their Way

Families can receive messages by:

- Text message
- Email
- Phone call
- Mobile app

No app download required, which reduces barriers and helps increase engagement.



Improved Family Engagement

Automatic Translation

Messages are translated into more than 190 languages.

Daily Digest Option

Parents may consolidate non-urgent messages into a single daily communication, reducing notification fatigue.

Two-Way Communication

Parents can reply directly through text, email, or the app.

Higher Contactability

Families receive information using their preferred method.



Enhanced Tools for Teachers and Campuses

ParentSquare offers:

- Message previews
- Scheduled communications
- Forms and signups
- Conference scheduling
- Read receipts
- Delivery tracking
- Attachments and photos
- Parent engagement analytics

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Student Safety and Communication Oversight

Administrative Visibility

Supports communication standards and district expectations.

Keyword Monitoring

Potential concerns can be flagged for review.

Message History

Communication records support accountability.

AI Moderation

Can help prevent inappropriate content from being sent.

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Costs

Currently in Use 25-26	ParentSquare Districtwide Adoption 26-27	ParentSquare GOHS Feeder Trial 26-27
Apptegy Alerts (Emergency Communications) \$103,950.	NA - Covered by ParentSquare	Apptegy Alerts (Emergency Communications) \$103,950
Apptegy Rooms (Parent/Teacher Communications) \$194,250	NA - Covered by ParentSquare	Parent/Teacher Communication for only 1 feeder to test. \$22,000
Smore (Newsletters) \$3,300	NA - Covered by ParentSquare	Smore (Newsletters) \$3,300
\$301,500	\$305,000	\$129,250



Costs

Currently in Use 25-26	ParentSquare Adoption 26-27
Apptegy Alerts (Emergency Communications) \$103,950.	NA - Covered by ParentSquare
Apptegy Rooms (Parent/Teacher Communications) \$194,250	NA - Covered by ParentSquare
Smore (Newsletters) \$3,300	NA - Covered by ParentSquare
\$301,500	\$305,000



Current Savings

Although there is a slight increase due to the onboarding fee of \$15,000.

The Communications Department has moved towards several cost saving platforms and initiatives this year. The district will spend approximately \$350,000 less than last year with the largest areas below.

Estimated Costs	
Awards	\$40,000
External Advertising	\$65,000
Survey Software	\$100,000



QUESTIONS?



Recommendation

That the Conroe ISD Board of Trustees approve the adoption of ParentSquare as the District's unified communication platform for the 2026–2027 school year.



Receive Special Education Annual Board Update

We are excited to share our Annual Special Education report with you. Much has been accomplished and even more foundation has been established to achieve even more. Here is a summary of what you will learn or be updated on during this presentation.

Student Demographics & Service Breakdown

- **Enrollment Numbers:** Conroe ISD currently serves 12,282 Special Education students, which constitutes 17% of the total student population. Additionally, there are 5,977 Section 504 students, representing 8.3% of the total student population.
- **Service Trends (2023–2025):** Over a three-year period, the district has experienced a significant shift toward specialized instruction within mainstream settings. Students receiving "Mainstream Specialized Instruction (21%-50%)" increased by 14.7%, reaching 47% of served students in 2025. Conversely, speech-only services dropped by 5.4% (to 12.4%), and self-contained placements (50%+) decreased by 2.2% (to 15%). Other specialized settings like homebound, ECSC, and NDPS decreased slightly by 1%.

Budget & Financial Overview

- **Personnel Investment:** To accommodate evolving student needs, the district has committed a total personnel expenditure of \$4,120,000, which includes \$3,200,000 allocated in April and \$920,000 set aside for critical pending needs. This budget funds 20 new dyslexia teachers, 4 new speech pathologists, 4 new diagnosticians, 4 new school psychologists, and 17.5 other support staff and paraprofessional positions.
- **Special Education Funding Gap:** The district continues to face a structural deficit where local expenditures outpace state funding allotments, though the gap is projected to narrow slightly. For the 2026–2027 school year, expenditures are projected at \$117 million against an expected state allotment of \$88 million, resulting in a local funding gap of \$29 million. This represents a steady decline from the peak funding gap of \$46 million seen in 2022–2023.
- **Medicaid Funding Loss:** Since the 2022–2023 school year, Conroe ISD has suffered a cumulative loss of \$10,000,000 in Medicaid funding.
- **TEA Tiered Funding Update:** The Texas Education Agency (TEA) has allocated \$250 million statewide to transition toward a model containing 8 individual support tiers based on the intensity of student needs. Crucially, the exact tier weights and service group allocations will remain unfinalized until the end-of-year settle-up process concludes in September 2027.

Accountability & Performance Indicators

- **Results Driven Accountability (RDA):** Conroe ISD achieved a Designation Level Rating of 1, the state's highest designation. The district's core operational focus remains centered on Academic Achievement, Post-Secondary Readiness, and Disproportionate Analysis.
- **State Performance Plan (SPP) Timelines:** Following a dip in the 2024–2025 school year, compliance metrics for the 2025–2026 school year rebounded robustly. Initial

Evaluations reached 97.9% compliance (up from 86.3%), and Initial ARD timelines hit 99.4% compliance. Early Childhood Intervention (ECI) referrals improved to 97.8% compliance, while transition planning rose to 90.4% compliance.

- **College Career and Military Readiness (CCMR):** Special education graduates achieved an outstanding 89% success rate in meeting CCMR criteria. This metric includes students who graduated under an Advanced Diploma Plan or completed their Individualized Education Program (IEP) alongside workforce readiness training.

Key Strategic Initiatives

- **The "Homecoming" Plan:** The district is implementing a strategic shift to transition students enrolled in specialized programs back into their locally zoned neighborhood schools. The core philosophical goal is ensuring every student feels integrated into their home campus community, recognizing that high-quality services should be accessible without forcing students to leave their home campus. Administration notes that this is a structural resource reallocation aimed at effectiveness rather than a budget cut. Initial student orientation nights have been highly successful, earning enthusiastic support from affected families.
- **Special Education Parent Advisory Council (SEPAC):** To move beyond mere regulatory compliance, the district is forming SEPAC to establish a seamless culture of inclusion and a unified front between parents and educators.
- **SEPAC Progress & Next Steps:** The Conroe ISD Board of Trustees is requested to formally adopt the council. The necessary bylaws have been drafted, and board policy revisions are complete for consideration. The council will formally launch on August 31, with quarterly public meetings scheduled at the JETT Center throughout the upcoming school year beginning September 24.

Recommended by:

Dr. David Vinson
Superintendent of Schools

Submitted by:

Dr. Kendra Wiggins
Executive Director of Special Education

Please contact Dr. Kendra Wiggins or Dr. Ted Landry if you have any questions.



SPECIAL EDUCATION

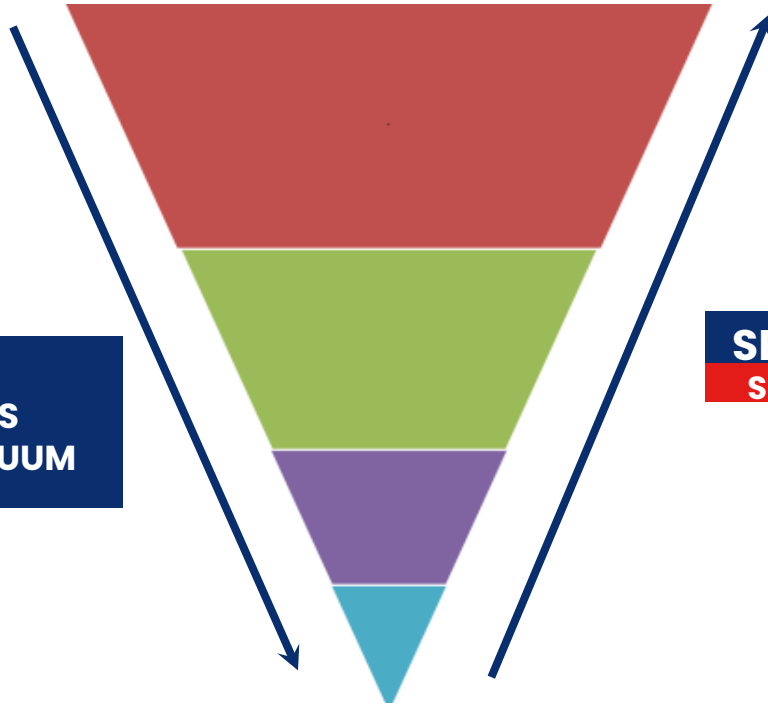
Annual Update

June 2026

CONTINUUM OF SUPPORTS

TIER ONE
GENERAL EDUCATION

***INSTRUCTIONAL
& RELATED SERVICES
THROUGHOUT CONTINUUM**



SELF CONTAINED
SPECIAL EDUCATION



BY THE NUMBERS



- **11,603 Special Education**
- **1,166 Current Initial Evaluations**
- **16% Special Education**
- **6,107 504 Students**
- **7.8% 504 students**

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BY THE NUMBERS

SERVICE	2023	2024	2025	23-25
SPEECH	18.3%	14.7%	12.4%	5.4%
MAINSTREAM	28.1%	21.4%	22.8%	5.3%
SPECIALIST INSTRUCTION (21%-50%)	32.3%	44.7%	47%	14.7%
SELF-CONTAINED 50%+	17.5%	16.5%	15%	2.2%
OTHER HOMEBOUND/ECSC/NDPS	3.8%	2.8%	2.8%	1%

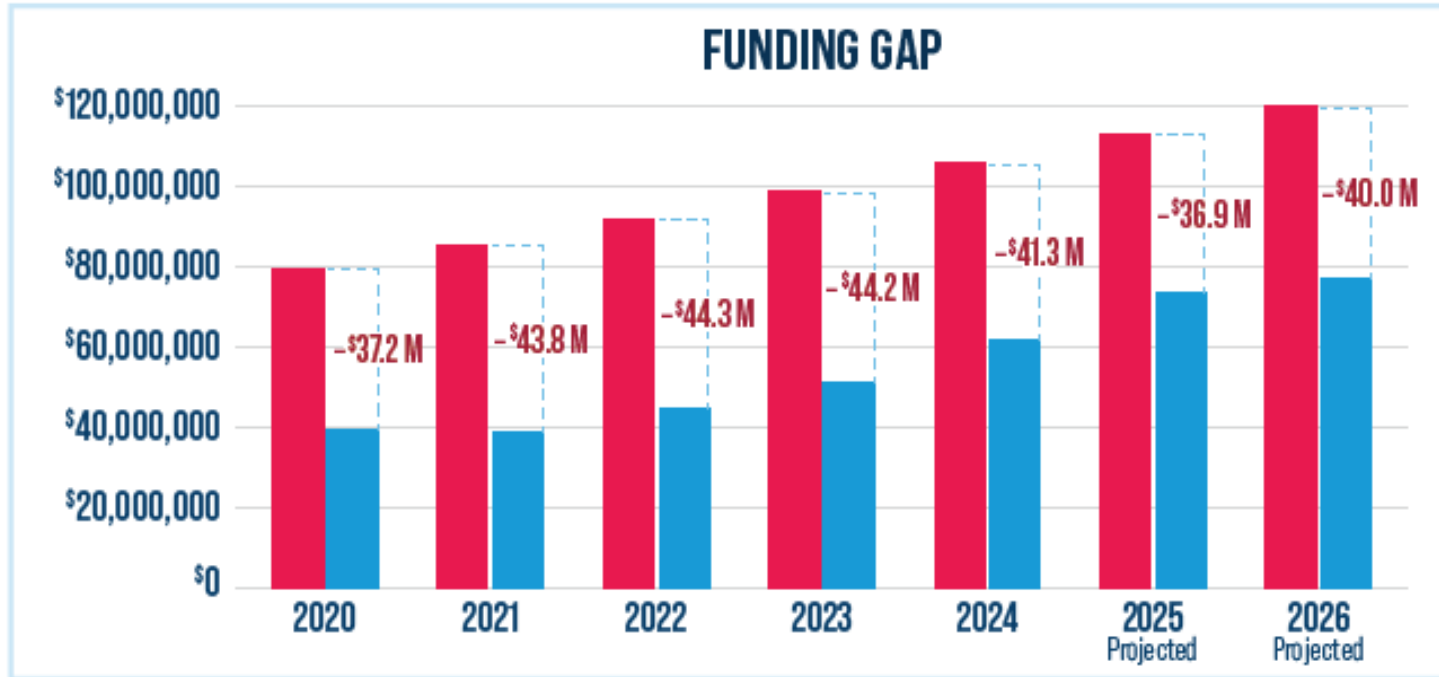


BUDGET: PERSONNEL

POSITION	JANUARY	MAY
New Dyslexia Teachers	15	Add here
New Speech Pathologists	4	Add here
New Diagnosticians	4	Add here
New School Psychologists	4	Add here
Add any new positions		285
TOTAL COSTS	Add here	Add here



BUDGET: FUNDING GAP



■ Special Education Allotment - State Funding ■ General Fund Expenditures Allocated to Special Education



BUDGET: MEDICAID



\$10,000,000 Medicaid Loss
\$20,600,000 Funding Loss



BUDGET: TIERED FUNDING IMPACT

Tier 1	Students who receive speech therapy as their only instructional service or receive minimal support.
Tier 2	Low intensity academic or communication supports.
Tier 3	Moderate, targeted special education services.
Tier 4	Sustained, multi-domain support.
Tier 5	High intensity instructional and/or behavioral support.
Tier 6	Very high intensity, complex needs.
Tier 7	Pervasive, school-day-dominant support.
Tier 8	Full residential placement by an ARD committee.



ACCOUNTABILITY: RDA

AREAS OF FOCUS

- Academic Achievement
- Post-Secondary Readiness
- Disproportionate Analysis

STUDENT ACCOUNTABILITY AND SERVICE MODEL



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GRADUATION READY!

WHAT QUALIFIES

- **Foundations Diploma**
- **Earn Level I or II Certification in Workforce Education**
- **Associates Degree**
- **Enlist in Military**
- **Texas Success Initiative Performance**
 - **SAT/ACT**
 - **TSIA 2**
 - **COLLEGE PREP COURSE**
- **Dual Credit**
 - **English/Math (3 Hours)**
 - **Any DC Course (9 Hours)**
- **Industry Based Certifications**



STATE PERFORMANCE PLAN INDICATORS

YEARS	11A INITIAL EVALUATIONS	11B INITIAL ARDS	12 ECI REFERRALS	13 TRANSITION PLANNING
2023-2024	90.9%	97.4%	100 %	100%
2024-2025	86.3%	97.8%	89.1%	87.1%
2025-2026	97.9%	99.4%	97.8%	90.4%



HOMECOMING PLAN UPDATE

THE VISION

**Return students in specialized programs
to their zoned neighborhood school.**



HOME COMING: GOALS AND PHILOSOPHY

CORE GOAL

Ensure every student feels connected to their local zoned school community.

PHILOSOPHY

Students shouldn't have to leave their home campus to receive the high-quality services they deserve.

DISTINCTION

This is a **structural shift**, not a **budget cut**. It uses existing resources more effectively to keep kids closer to home.



STUDENT ORIENTATION NIGHTS

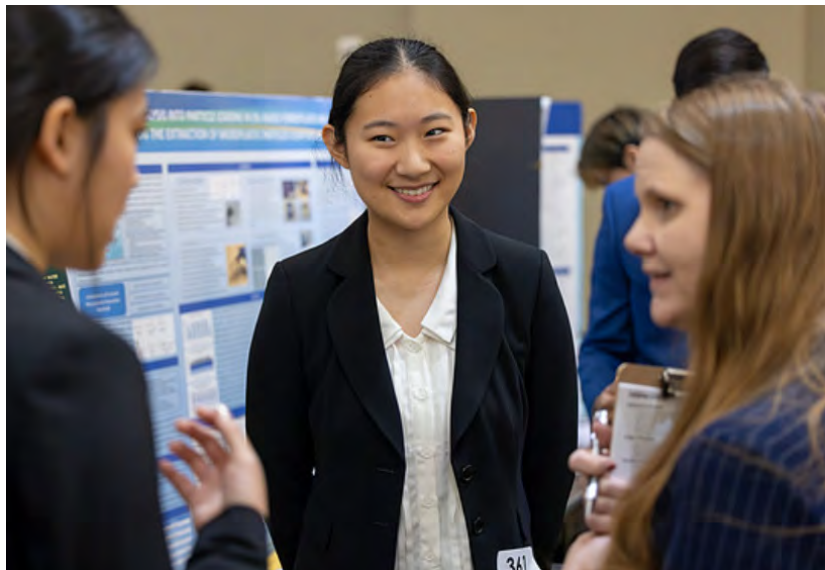
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Video



PARENT INVOLVEMENT: SEPAC

THE VISION



To move beyond compliance and toward a culture of inclusion where communication is seamless and every child's potential is championed by a united front of educators and parents.

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SEPAC PROGRESS: TIMELINE

- ❑ **Board Approval:** Conroe ISD Board of Trustees formally adopt the Conroe ISD Special Education Advisory Council
- ❑ **Planning & Recruitment:** The district begins formally creating a plan and recruitment process.
- ❑ **Plan and Council Finalized:** By June 1, a final plan is formalized and committee in place.
- ❑ **Bi-Laws:** Developed and ready for adoption
- ❑ **Board Policy:** Draft completed for consideration.
- ❑ **SEPAC Launch:** August 31, Quarterly meetings begin.

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**THANK YOU FOR
YOUR SUPPORT!**



Consider and Approve the 2026-2027 Employee Compensation Plan

Recommendation

That the Conroe Independent School District Board of Trustees approve the 2026-2027 Teacher Hiring Schedule and Stipend Schedule, as submitted by Karen Garza, Chief Financial Officer, and as recommended by Dr. David Vinson Superintendent of Schools.

Explanation

Administration recommends that the Board of Trustees approve the 2026–2027 Compensation Plan as presented. The proposed plan includes the statutorily required compensation increases established under House Bill 2 (HB2) of the 89th Texas Legislative Session for teachers who reach the 3- and 5-year experience thresholds.

In addition, the recommended hiring schedule reflects the new HB2 requirement regarding uncertified teachers, which stipulates that the starting salary for uncertified teachers with zero years of experience must be set below the starting salary of a certified teacher with zero years of experience.

The proposed 2026–27 stipend schedule, includes minor revisions to reflect changes associated with the instructional coaching model.

The additional cost to implement the compensation plan is estimated at \$700,000.

The District remains committed to attracting and retaining high-quality employees and recognizes the importance of maintaining competitive compensation for all staff groups. However, the current legislative framework established through HB2 significantly shifts both the timing and scope of compensation increases to the state. This recommendation prioritizes compliance with HB2 while continuing to evaluate future compensation opportunities for all employees as additional funding information and legislative guidance become available.

Policy Reference: Legal and Local Board Policy CE

Recommended by:

Dr. David Vinson
Superintendent of Schools

Submitted by:

Karen Garza
Chief Financial Officer

Conroe ISD

2026-2027 Hiring Schedule (Recommended)

Teachers and Librarians

\$63,500 starting, Structure Freeze

2025-2026 Years of Exp	2025-2026 New Hire Salary		Teacher Retention Allotment Increase		2026-2027 Years of Experience	2026-2027 New Hire Salary
					Uncertified 0	\$61,500
					Certified 0	\$63,500
0	\$63,500	+		=	1	\$63,500
1	\$63,700	+		=	2	\$63,700
2	\$63,850	+	\$400	=	3	\$64,250
3	\$64,400	+		=	4	\$64,400
4	\$64,700	+	\$2,500	=	5	\$67,200
5	\$67,800	+		=	6	\$67,800
6	\$68,150	+		=	7	\$68,150
7	\$68,450	+		=	8	\$68,450
8	\$68,750	+		=	9	\$68,750
9	\$69,250	+		=	10	\$69,250
10	\$69,750	+		=	11	\$69,750
11	\$70,050	+		=	12	\$70,050
12	\$70,350	+		=	13	\$70,350
13	\$70,650	+		=	14	\$70,650
14	\$71,070	+		=	15	\$71,070
15	\$71,470	+		=	16	\$71,470
16	\$71,870	+		=	17	\$71,870
17	\$72,270	+		=	18	\$72,270
18	\$72,670	+		=	19	\$72,670
19	\$73,070	+		=	20	\$73,070
20	\$73,470	+		=	21	\$73,470
21	\$73,870	+		=	22	\$73,870
22	\$74,270	+		=	23	\$74,270
23	\$74,670	+		=	24	\$74,670
24	\$75,170	+		=	25	\$75,170
25	\$75,670	+		=	26	\$75,670
26	\$76,170	+		=	27	\$76,170
27	\$76,670	+		=	28	\$76,670
28	\$77,270	+		=	29	\$77,270
29	\$77,770	+		=	30+	\$77,770
30+	\$78,270					

2026-2027 STIPENDS

ATHLETICS

COACHES

Assistant to the Athletic Coordinator	\$4,100
P.E. Coordinator	\$1,000

FOOTBALL COACHES

First Assistant	\$8,500
Coordinators	\$8,500
Varsity Assistant	\$6,500
Sub-Varsity Assistant	\$5,500

SPORT HEAD COACHES

Volleyball	\$7,000
Cross Country	\$4,300
Boys' and Girls' Head Coach	\$5,900
Basketball	\$8,500
Track	\$5,100
Boys' and Girls' Head Coach	\$7,600
Soccer	\$6,300
Tennis	\$6,300
Boys' and Girls' Head Coach	\$8,400
Golf	\$6,300
Boys' and Girls' Head Coach	\$8,400
Swim	\$6,300
Boys' and Girls' Head Coach	\$8,400
District Dive Coach	\$5,200
Baseball	\$6,300
Softball	\$6,300
Wrestling	\$6,300
Power Lifting	\$2,100
Hockey/Lacrosse	\$3,000
Water Polo	\$3,500
Bass Fishing	\$3,500

ASSISTANT COACHES

First Assistant Coach	\$4,200
Second Sport Assistant	\$3,500
Power Lifting	\$1,000
Water Polo	\$2,550
Weight Training/Off-Season	\$2,200
Equipment	\$1,300

JUNIOR HIGH COACHES

Coordinator	\$1,500
Assistant Coordinator	\$1,000
Head Football	\$4,000
Assistant Football	\$3,000
Head VB, BKB	\$3,500
Head Track	\$2,500
Assistant VB, BKB	\$2,500
Assistant Track	\$1,800
Head Cross Country	\$1,200
Assistant Cross Country	\$600
Head Golf, Soccer, Tennis	\$1,000
Assistant Soccer	\$800

CHEERLEADING

High School - Head	\$7,000
High School - JV	\$4,000
High School - 9th	\$4,000
Junior High - 7th grade	\$2,500
8th grade	\$2,500
7th and 8th grade combined	\$3,750

CAREER AND TECHNICAL EDUCATION

TOTAL STIPEND

Agriculture (202 days)	\$2,400
Cosmetology (187 days)	\$2,250
CTE Competitive Organization	\$1,000
Health Science (187 days)	\$2,250
Industrial Technology Lab (187 days)	\$2,250
Practicum/Career Prep (187 days)	\$500

FINE ARTS

BAND

High School Director	\$15,000
High School Assistant Director	\$9,000
High School Head Mariachi	\$2,000
Junior High Director	\$6,500
Junior High Assistant Director	\$4,500
Junior High Color Guard	\$1,300
K-6/Intermediate Director	\$1,300

CHOIR

High School Director	\$7,500
High School Assistant Director	\$5,000
Junior High Director	\$4,000
Intermediate Director	\$1,300
Elementary Director	\$1,050
K-6 Director	\$2,350

DANCE

High School	\$2,500
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THEATER ARTS

High School Director (187 days)	\$7,500
High School Assistant Director	\$5,000
Junior High Director	\$3,500

DRILL TEAM

High School Director	\$7,000
High School Director - 9th	\$4,300
Junior High Director	\$3,300

ORCHESTRA

High School Director	\$7,000
High School Assistant Director	\$4,200
Junior High Director	\$4,200
K-6/Intermediate Director	\$1,300

SPEECH/DEBATE

High School	\$3,800
Junior High	\$1,300

PEP SQUAD

High School	\$2,300
Junior High	\$1,300

CAMPUS

TOTAL STIPEND

ELEMENTARY/INTERMEDIATE SCHOOL

Campus Webmaster	\$200
Instructional Technology	\$1,000
Team Leaders (per campus)	
* Bilingual campuses + \$1,000	
† PK campuses + \$1,500	
Elementary**	\$9,500
Intermediate*	\$9,000
K-6*	\$12,500
Bus Duty	\$1,000

JUNIOR HIGH SCHOOL

Campus Webmaster	\$200
Department chair (per campus)	\$12,000
National Junior Honor Society	\$500
Student Council	\$350
Yearbook	\$500

HIGH SCHOOL

Advanced Programs Facilitator	\$3,000
Athletic Technology	\$1,100
Auditorium Supervision	\$1,750
Campus Webmaster	\$200
Department Chair (per campus)	\$20,000
Department Chair/Academy (per campus)	\$2,500
Department Chair/Hauke (per campus)	\$3,000
Intramurals	\$1,000
Journalism (Photo, Print, etc.)	\$4,000
National Honor Society	\$750
Student Council	\$3,000
UIL Coordinator	\$1,000
UIL Events (per campus)	\$5,000
Yearbook (Annual)	\$4,000

DISTRICT-WIDE

Bilingual Nurse	\$2,000
CPR Coordinator	\$2,500
Destination Imagination Team Manager	
One team	\$600
Two teams	\$750
Elementary Music Facilitator	\$4,000
Lead Worthy	\$1,000
SHAC Administrative Coordinator	\$5,000
Student Insurance Coordinator	\$2,100
UIL Academics Campus Events Coach	
(per campus, grades 7-8)	\$3,000
UIL Physicals/CPR Coordinator	\$2,100
Visual Arts Facilitator	\$4,000

SCIENCE STIPENDS

BEST Team Sponsor (per campus, grades 9-12)	\$1,000
JH Science Bowl District Teacher Lead	\$1,000
HS Science Bowl District Teacher Lead	\$1,000
Math Bowl District Teacher Lead	\$1,000
SciMathelon District Teacher Lead	\$1,000
Elem. Science Festival District Teacher Lead	\$1,000
FIRST Lego League District Teacher Lead	\$1,500
FIRST Lego League District Teacher Lead Asst.	\$1,000
FIRST Tech Challenge (FTC) District	
Teacher Lead	\$1,500
FIRST Tech Challenge District Teacher	
Lead Assistant	\$1,000
BLOXX Robotics Teacher Lead	\$1,500
Biotechnology Competition District	
Teacher Lead	\$1,500
Science and Engineering Fair District	
Teacher Lead	\$1,500
Science and Engineering Fair District Teacher	
Lead Assistant	\$1,000
Envirothon Team Sponsor (grades 9-12)	\$1,000
Engineering and Design Campus Coordinator	
(grades 9-12)	\$200
FIRST Lego League Sponsor	
(per campus, grades 3-8)	\$500
FIRST Tech Challenge UIL Lead Coach	\$2,500
FIRST Tech Challenge Assistant	\$1,500
FIRST Robotics Competition	\$3,000
FIRST Robotics Assistant	\$1,500
Science and Engineering Fair Campus Sponsor	
(grades 7-8) - three per campus	\$300
Science Bowl Campus Coordinator (grades 7-12)	\$200
Science Fair Campus Coordinator (grades 9-12)	\$300
VEX Robotics (grades 9-12)	\$1,500

SPECIAL EDUCATION

Bilingual Speech Language Pathology Asst.	\$2,000
Board Certified Behavior Analyst	\$1,500
Board Certified Assistant Behavior Analyst	\$1,000
Certificate of Clinical Competency	\$4,000
Deaf Education/Visually Impaired Teachers	\$3,000
Early Childhood Special Education (ECSE)	
Teacher	\$3,000
Evaluation Support	\$4,000
Lead Facilitator	\$3,000
Licensed Specialist in School Psychology (LSSP)	\$4,000
Life Skills/RISE Class	\$3,000
PASS Liaison	\$3,000
Social Development Class (SDC) Teacher	\$3,000
Special Education Bilingual Assessment	\$4,500

ADVANCED DEGREES/CERTIFICATION

Masters	\$1,800
Doctorate (in subject area taught)	\$1,800
Bilingual (Spanish) Certification/Assignment	\$4,500
Certified Academic Language Therapist	
(CALT) Certification/Assignment	\$2,000

Consider and Approve the Change in Construction Delivery Method for the Washington High School Master Plan, Phase I Project

Recommendation:

That the Conroe Independent School District Board of Trustees approve the change in construction delivery method for the Washington High School Master Plan, Phase I Project as submitted by Easy Foster, Executive Director of Planning and Construction, and as recommended by Dr. David Vinson, Superintendent of Schools.

Explanation:

On February 20, 2024, the Board of Trustees selected Satterfield & Pontikes Construction to be the District’s Construction Manager-at-Risk for the Washington High School Master Plan, Phase I Project. In the 2023 Bond, the Washington High School Project was originally contemplated as a combination of a new classroom structure and renovation of the existing campus buildings.

During the pre-construction phase, the District reviewed facility assessment data, renovation costs, site logistics, construction phasing, water detention implications, and the long-term needs of the campus. Based on that review, the District determined that it would be in the best interest of the District and the Campus to modify the overall project scope to a new building, allowing the existing buildings to be phased out of service in the future.

Throughout the pre-construction phase, the District, Architect, and selected Construction Manager worked together to evaluate project estimates, trade bids, site logistics, and proposed construction timelines. The pre-construction phase is now complete. Following completion of pre-construction services, Conroe ISD is exercising its option to terminate the Construction Manager-at-Risk agreement to pursue a different construction procurement based on projected costs.

With the opening of five new secondary campuses planned for 2027, the District has opted to propose a potential opening of the new Washington High School building in 2028. This revised timeframe will allow the Architect to fully complete the Construction Documents prior to bidding the project for construction. With this in mind, the District recommends changing the construction delivery method for the Washington High School project from Construction Manager-at-Risk to Competitive Sealed Proposal, as the method that provides the best value to the District for this project.

Policy Reference: CV Legal and Local; CVD Legal

Recommended by:

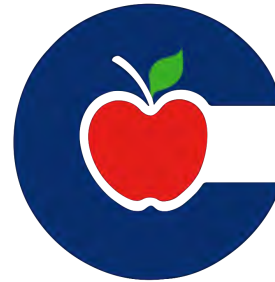
Dr. David Vinson
Superintendent of Schools

Submitted by:

Easy Foster
Executive Director of Planning & Construction

BOARD POLICY

CONSIDERATIONS



CONROE
INDEPENDENT
SCHOOL DISTRICT

**CLEAR
PRACTICAL
ENFORCEABLE**

STANDARDS

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The Policy Process



PROCESS

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LEGAL **POLICY**

Comply with Texas Law
Prohibits Local Adaptation
Example: Prohibiting Cell Phones

LOCAL **POLICY**

Adopted by Trustees
Must Adopt Policy
Clarify or Expand on a Policy
Example: Dress Code

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FIRST READING

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LOCAL POLICY

Adopted by Trustees

Must Adopt Policy

Clarify or Expand on a Policy

Example: Dress Code

**LOCAL POLICIES
BEYOND REQUIRED
STATE COMPLIANCE**

CKC (LOCAL)

DBAA (LOCAL)

DH (LOCAL)



QUESTIONS

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Conroe ISD (conroe-isd)

Safety Program/Risk Management: Emergency Plans (CKC)

Policy Type: Local Policy

Multihazard Emergency Operations Plan

The District shall adopt and implement a multihazard emergency operations plan in accordance with state law, for use in the District facilities. The plan must address prevention, mitigation, preparedness, response, ~~reunification~~, and recovery in accordance with Texas law and regulation.

The Superintendent shall ensure updating of the District's multihazard emergency operations plan and ongoing staff training.

Notice Regarding Threat To Health Or Safety

The Superintendent shall adopt District procedures providing immediate notification to parents, guardians, and other persons standing in parental relation in circumstances involving a significant threat to the health or safety of students, including identification of the individual with responsibility for overseeing the notification.

Notification Regarding Violent Activity

The Superintendent shall adopt District procedures based on the Texas Education Agency model standards for providing notice regarding violent activity that has occurred or is being investigated at the District, campus or other District Facility or at a District-sponsored activity to parents, guardians, and other persons standing in parental relation to students who are assigned to the campus, regularly use the facility, or are attending the activity, as applicable.

The District procedures must:

- (1) Include electronic notification through text messaging and e-mail or other electronic communication method;
- (2) Provide an option for real-time notification; and
- (3) Protect student privacy.

CKC (Local Policy)

Conroe ISD

Safety Program/Risk Management: Emergency Plans (CKC)

Board Policy vs. Statute — Side-by-Side Analysis

Board Policy CKC (Local)	Statute	Analysis of Differences
Section 1: Multihazard Emergency Operations Plan (TEC § 37.108(a))		
<p>Multihazard Emergency Operations Plan</p> <p>The District shall adopt and implement a multihazard emergency operations plan <u>in accordance with state law, for use in the District facilities</u>. The plan must address prevention, mitigation, preparedness, response, reunification, and recovery in accordance with Texas law and regulation.</p> <p>The Superintendent shall ensure updating of the District's multihazard emergency operations plan and ongoing staff training.</p>	<p>Texas Education Code - EDUC § 37.108. Multihazard Emergency Operations Plan; Safety and Security Audit</p> <p>(a) Each school district or public junior college district shall adopt and implement a multihazard emergency operations plan for use in the district's facilities. The plan must address prevention, mitigation, preparedness, response, and recovery as defined by the Texas School Safety Center in conjunction with the governor's office of homeland security, the commissioner of education, and the commissioner of higher education. The plan must provide for:</p>	<p style="text-align: right;">310</p>
Section 2: Notice Regarding Significant Threat to Health or Safety (TEC § 37.108(f)(5))		

Board Policy CKC (Local)	Statute	Analysis of Differences
<p>Notice Regarding Threat To Health Or Safety</p> <p>The Superintendent shall adopt District procedures providing immediate notification to parents, guardians, and other persons standing in parental relation in circumstances involving a significant threat to the health or safety of students, including identification of the individual with responsibility for overseeing the notification.</p>		
<p>Section 3: Notification Regarding Violent Activity (TEC § 37.1131)</p>		
<p><u>Notification Regarding Violent Activity</u></p> <p><u>The Superintendent shall adopt District procedures based on the Texas Education Agency model standards for providing notice regarding violent activity that has occurred or is being investigated at the District, campus or other District Facility or at a District-sponsored activity to parents, guardians, and other persons standing in parental relation to students who are assigned to the campus, regularly use the facility, or are attending the activity, as applicable.</u></p> <p><u>The District procedures must:</u></p> <ul style="list-style-type: none"> <u>(1) Include electronic notification through text messaging and e-mail or other electronic communication method;</u> <u>(2) Provide an option for real-time notification; and</u> <u>(3) Protect student privacy.</u> 	<p>Educ. Code Section 37.1131 Notification Regarding Violent Activity</p> <p>(a)The agency shall develop model standards for providing notice regarding violent activity that has occurred or is being investigated at a school district campus or other district facility or at a district-sponsored activity to parents, guardians, and other persons standing in parental relation to students who are assigned to the campus, regularly use the facility, or are attending the activity, as applicable. The standards must:</p> <ul style="list-style-type: none"> (1)include electronic notification through text messaging and e-mail; (2)provide an option for real-time notification; and (3)protect student privacy. <p>(b)Each school district shall adopt a policy for providing notice described by</p>	<p>This provision was previously included in Board Policy CKC(LOCAL). 311</p>

Board Policy CKC (Local)	Statute	Analysis of Differences
	Subsection (a) in a manner that meets the standards adopted under that subsection.	

Conroe ISD (conroe-isd)

Employment Requirements and Restrictions: Pre-Employment Reviews (DBAA)

Policy Type: Local Policy

Disqualifying Offenses

The District shall obtain criminal history record information on final candidates for employment. ~~All District positions have the potential for contact with students.~~ The District shall disqualify from employment a person whose criminal history indicates that the person poses a threat to students or employees. Consistent with business necessity, the District shall also disqualify from employment a person whose criminal history is otherwise inconsistent with [Board Policy or District procedure or](#) the job duties of the position for which the person is being considered.

Individualized Assessment

The District shall perform an individualized assessment of criminal history record information when determining a person's eligibility for employment in a specific position. The District shall take into account a variety of factors, including the following:

1. The nature of the offense;
2. The age of the person when the crime was committed;
3. The date of the offense and how much time has elapsed;
4. The adjudication of the offense (e.g., whether the person was found guilty by a trier of fact, pled guilty, entered a no contest plea, or received deferred adjudication);
5. The nature and responsibilities of the job sought;
6. The accuracy of the person's disclosure of his or her criminal history during the selection process;
7. The effect of the conduct on the overall educational environment; and
8. Any further information provided by the person concerning his or her criminal history record.

Arrests

The fact of an arrest alone does not establish that criminal conduct has occurred, and the District shall not disqualify a person based solely on an arrest. The District may make an employment decision based on the conduct underlying the arrest if the conduct makes the person unfit for the position in question.

SBEC Notification

If a candidate for a position has a reported criminal history, and the candidate is certified by the State Board for Educator Certification (SBEC), the District shall report the criminal history to SBEC.

Credit History

The District shall obtain credit history information on a candidate for employment only when the credit history is related to the position for which the person is being considered. The District shall comply with the Fair Credit Reporting Act before obtaining a job-related credit history. [See DBAA(LEGAL)]

Pre-Employment

A person applying to act as an employee for the District must submit a form adopted by the Texas Education Agency, consent to release of the person's employment records, and a pre-employment affidavit disclosing whether the person has ever been:

1. Investigated by a law enforcement or child protective services agency for, or charged with, adjudicated for, or convicted of, an offense involving conduct described at Texas Education Code § 22A.051A(a)(2)(A) – (D);
2. Investigated by a licensing authority or had a license, certificate, or permit denied, suspended, revoked, or subject to another sanction in this state or another state for conduct described at Texas Education Code § 22A.051(a)(2)(A) – (D);
3. Included in the registry;
4. Employed or is currently employed by or has acted or is currently acting as a service provider for a public or private school; or
5. Terminated or discharged or has resigned, in lieu of being terminated or discharged, from a public or private school.

A person applying to act as an employee for the District who answers affirmatively concerning any of the actions listed above must disclose in the pre-employment affidavit all relevant facts known to the person pertaining to the matter, including, if applicable to the action, whether the allegation was determined to be true or false.

An employee is not precluded from providing services to the District based on a disclosed allegation if the District determines, based on the information disclosed in the affidavit, that the allegation was false.

A determination that an employee failed to disclose information required to be disclosed by a person in the pre-employment affidavit is grounds for termination.

The District shall discharge or refuse to allow a person to be employed against whom this determination has been made.

DBAA (Local Policy)

Conroe ISD

Pre-Employment Reviews (DBAA) — Board Policy vs. Statute

Board Policy DBAA (Local)	Statute — TEC § 22A.055	Differences
Section 1: Disqualifying Offenses, Individualized Assessment, SBEC Notification, Credit History		

Disqualifying Offenses

The District shall obtain criminal history record information on final candidates for employment. ~~All District positions have the potential for contact with students.~~ The District shall disqualify from employment a person whose criminal history indicates that the person poses a threat to students or employees. Consistent with business necessity, the District shall also disqualify from employment a person whose criminal history is otherwise inconsistent with Board Policy or District Procedure or the job duties of the position for which the person is being considered.

Individualized Assessment

The District shall perform an individualized assessment of criminal history record information when determining a person's eligibility for employment in a specific position. The District shall take into account a variety of factors, including the following:

1. The nature of the offense;
2. The age of the person when the crime was committed;
3. The date of the offense and how much time has elapsed;
4. The adjudication of the offense (e.g., whether the person was found guilty by a trier of fact, pled guilty, entered a no contest plea, or received deferred adjudication);
5. The nature and responsibilities of the job sought;
6. The accuracy of the person's disclosure of his or her criminal history during the selection process;
7. The effect of the conduct on the overall educational environment; and

8. Any further information provided by the person concerning his or her criminal history record.

Arrests

The fact of an arrest alone does not establish that criminal conduct has occurred, and the District shall not disqualify a person based solely on an arrest. The District may make an employment decision based on the conduct underlying the arrest if the conduct makes the person unfit for the position in question.

SBEC Notification

If a candidate for a position has a reported criminal history, and the candidate is certified by the State Board for Educator Certification (SBEC), the District shall report the criminal history to SBEC.

Credit History

The District shall obtain credit history information on a candidate for employment only when the credit history is related to the position for which the person is being considered. The District shall comply with the Fair Credit Reporting Act before obtaining a job-related credit history. [See DBAA(LEGAL)]

Pre-Employment Affidavit

A person applying to act as an employee for the District must submit a form adopted by the Texas Education Agency, consent to release of the person’s employment records, and a pre-service affidavit disclosing whether the person has ever been:

1. Investigated by a law enforcement or child protective services agency for, or charged with, adjudicated for, or convicted of, an offense involving conduct described at Texas Education Code § 22A.051(a)(2)(A) – (D);
2. Investigated by a licensing authority or had a license, certificate, or permit denied, suspended, revoked, or subject to another sanction in this state or another state for conduct described at Texas Education Code § 22A.051(a)(2)(A) – (D);
3. Included in the registry;
4. Employed or is currently employed by or has acted or is currently acting as a service provider for a public or private school; or
5. Terminated or discharged or has resigned, in lieu of being terminated or discharged, from a public or private school.

A person applying to act as an employee for the District who answers affirmatively concerning any of the actions listed above must disclose in the pre-employment affidavit all relevant facts known to the person pertaining to the matter, including, if applicable to the action, whether the allegation was determined to be true or false.

Sec. 22A.055. PRE-EMPLOYMENT OR PRE-SERVICE AFFIDAVIT.

(a) A person applying for employment with or who will act as a service provider for an educational entity must submit, using a form adopted by the agency, consent for release of the person's employment records and a pre-employment or pre-service affidavit disclosing whether the person has ever been:

- (1) investigated by a law enforcement or child protective services agency for, or charged with, adjudicated for, or convicted of, an offense involving conduct described by Section 22A.051(a)(2)(A), (B), (C), or (D);
 - (2) investigated by a licensing authority or had a license, certificate, or permit denied, suspended, revoked, or subject to another sanction in this state or another state for conduct described by Section 22A.051(a)(2)(A), (B), (C), or (D);
 - (3) included in the registry;
 - (4) employed or is currently employed by or has acted or is currently acting as a service provider for a public or private school; or
 - (5) terminated or discharged or has resigned, in lieu of being terminated or discharged, from a public or private school.
- (b) A person who answers affirmatively concerning an action listed under Subsection (a) must disclose in the affidavit all relevant facts known to the person pertaining to the matter, including, if applicable to the action, whether the allegation was determined to be true or false.
- (c) A person or service provider is not precluded from being employed by or providing services to an educational entity based on a disclosed allegation if the entity determines based on the information disclosed in the affidavit that the allegation was false.
- (d) A determination that an employee or person providing services failed to disclose information required to be disclosed by a person under this

An employee is not precluded from providing services to the District based on a disclosed allegation if the District determines, based on the information disclosed in the affidavit, that the allegation was false.

A determination that an employee failed to disclose information required to be disclosed by a person in the pre-service affidavit is grounds for termination.

The District shall discharge or refuse to allow a person to be employed against whom this determination has been made.

section is grounds for termination of employment or service.

(e) An educational entity shall discharge or refuse to hire or allow to act as a service provider for the entity a person against whom a determination has been made under Subsection (d).

(f) The board may revoke the certificate of an administrator if the board determines it is reasonable to believe that the administrator employed a person or accepted services from a service provider despite being aware that the person knowingly failed to disclose information required to be disclosed under Subsection (a).

(g) A person commits an offense if the person fails to disclose information required to be disclosed under Subsection (a). An offense under this subsection is a Class B misdemeanor.

Conroe ISD (conroe-isd)

Employee Standards of Conduct (DH)

Policy Type: Local Policy

Each District employee shall perform his or her duties in accordance with state and federal law, Board Policy, District procedure policy, ~~and~~ ethical standards, and the Employee Code of Conduct. The District holds all employees accountable to the Educators' Code of Ethics. [See DH(EXHIBIT)]

Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

Definition

Service Provider

Service provider means a person who provides services to the District. The term includes:

(A) An employee, contractor, vendor, agent, or subcontractor for the District;

(B) A provider of tutoring services for the District;

(C) An entity that has entered into a contract to operate a school district campus under Section 11.174;

(D) A staffing provider for the District; and

(E) A person employed by or under the control of a person described by Paragraph (A), (B), (C), or (D), including its representatives, employees, subcontractors, or any other individuals acting on its behalf.

Electronic Communication

Electronic Communication means any electronic platform, application, website, network, or communication service that allows users to create, post, share, send, receive, comment on, react to, stream, display, or exchange content, messages, images, videos, audio, or other information with one or more persons, whether publicly, privately, or in a closed group.

Electronic Communication includes, but is not limited to, text messaging, group messaging, direct messaging, email-like messaging within apps, Snapchat, Instagram, Facebook, TikTok, X/Twitter, YouTube, WhatsApp, Discord, Reddit, LinkedIn, Pinterest, Twitch, blogs, forums, message boards, chat rooms, gaming platforms with chat or messaging functions, dating or networking applications, collaborative platforms, and any similar existing or future technology.

Electronic communication includes communication sent through personal, school-issued, public, private, anonymous, temporary, disappearing, encrypted, or pseudonymous accounts or platforms.

Violations Of Standards Of Conduct

Each employee shall comply with the standards of conduct set out in ~~this Board Policy~~ and with any other ~~District procedures policies~~, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any ~~Board Policies~~, ~~District procedures~~, ~~regulations~~, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary action, including termination of employment. [See DCD(LOCAL), ~~EMB(LOCAL)~~, ~~FFG(LOCAL)~~, and ~~Board Policy~~ DF series]

Weapons Prohibited

The District prohibits the use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on District property at all times.

Exceptions

No violation of this policy occurs when:

1. Use or possession of a firearm by a specific employee is authorized by Board action. [See CKE]
2. A District employee who holds a Texas handgun license stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, provided the handgun or other firearm is not in plain view; or
3. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

Electronic Communication

Use With Students

~~A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities.~~

Unless an exception has been made in accordance with the ~~Employee Code of Conduct or similar document~~, ~~employee handbook~~ or other ~~adopted District procedureadministrative regulations~~, an employee shall not use a ~~personal~~ electronic communication ~~platform, application, or~~ to communicate with currently enrolled students.

~~Unless authorized above, all other Employees are prohibited from using electronic communication directly with students who are currently enrolled in the District.~~ The ~~Employee Code of Conduct~~ ~~employee handbook~~ or other ~~District procedureadministrative regulations~~ shall ~~further~~ detail:

:

1. Exceptions for family and social relationships;
2. That communications shall only be within the scope of the employee's professional responsibilities and duties related to any student, as appropriate;

3. The circumstances under which an employee may use electronic communication text messaging to communicate with individual students or student groups;
4. Hours of the day during which electronic communication is discouraged or prohibited; and
5. Other matters deemed appropriate by the Superintendent or designee.

In accordance with ethical standards applicable to all District employees [see DH(EXHIBIT)], an employee shall be prohibited from using electronic communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics, state or federal law, Board Policy, or District procedure.

An employee shall have no expectation of privacy in any electronic communications with students. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communications. [See CPC]

Personal Use

All employees shall be held to the same professional standards in their public personal use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law, Board Policy, or District procedure policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.

Reporting Improper Communication

In accordance with Board Policy or District procedures administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee and shall fully comply with FFG(LOCAL) and FFG(LEGAL).

Disclosing Personal Information

An employee shall not be required to disclose his or her personal email address or personal phone number to a student.

Safety Requirements

Each employee shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.

Harassment Or Abuse

An employee shall not engage in prohibited abuse, neglect or harassment, including sexual harassment, of:

1. Other employees. [See DIA]
2. Students. [See FFH(LOCAL, FFH(LEGAL)); see FFG(LOCAL) and FFG(LEGAL) regarding child abuse and neglect.]

While acting in the course of employment, an employee shall not engage in prohibited abuse, neglect or harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents.

An employee shall report child abuse or neglect as required by law. [See FFG(LOCAL) and FFG(LEGAL)]

Relationships With Students

An employee shall not form romantic or other inappropriate social relationships with students. Any inappropriate sexual relationship between a student and a District employee is always prohibited, even if consensual. No employee shall engage in abuse or neglect or misconduct, including:

(A) abusing or committing an unlawful act with a student or minor, including by engaging in conduct that involves physical mistreatment or constitutes a threat of violence to a student or minor and that is not justified under Chapter 9, Penal Code, regardless of whether the conduct resulted in bodily injury;

(B) involvement in or solicitation of a romantic relationship with or soliciting or engaging in sexual contact with a student or minor;

(C) engaging in inappropriate communications with a student or minor;

(D) failing to maintain appropriate boundaries with a student or minor.

[See FFH(LOCAL), FFH(LEGAL) and FFG(LOCAL) AND FFG(LEGAL)]

~~As required by law, t~~The District shall notify the parent of a student with whom an employee ~~or person acting as a service provider for the District~~ is alleged to have engaged in certain misconduct. [See FFF(LOCAL), FFF(LEGAL), FFG(LOCAL) and FFG(LEGAL)]

Tobacco And E-Cigarettes

Employees shall not possess or use cigarettes, e-cigarettes, or tobacco products, as defined by Health and Safety Code §161.081 or similar product, on District property or at a school-related or school-sanctioned event or activity on or off school property or while acting within the scope of their employment on or off school property. [See also GKA]

Alcohol And Drugs / Notice Of Drug-Free Workplace

As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.

An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while on District property or at school-related activities during or outside of usual working hours:

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.

3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

An employee need not be legally intoxicated to be considered "under the influence" of a controlled substance.

Exceptions

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee's job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee's personal use; or
3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee's child or other individual for whom the employee is a legal guardian.

Sanctions

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and
4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

District Investigations

When the District investigates a complaint of misconduct, including but not limited to a complaint of student abuse or any type of sexual harassment, each employee involved, including the complainant, witnesses, and the accused, shall be expected and required to cooperate with the investigation.

During an investigation, the District may interview an employee privately and take oral and/or written statements. Any employee who fails to cooperate with an investigation or to provide complete and truthful information may be subject to disciplinary action up to and including termination from employment. [See also DIA and FFH]

Arrests, Indictments, Convictions, And Other Adjudications

An employee shall notify the employee's principal or department head in writing within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee.

Dress And Grooming

An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.

Employee Disruptive Activities

An employee engages in a disruptive activity if the employee, alone or in concert with others, intentionally engages in or coordinates a disruptive activity on District property under Texas Education Code § 37.123.

Disruptive Activities include, but are not limited to, activities on District property, including:

1. Leaving an assigned classroom, instructional setting, or supervised activity without authorization to engage in disruptive activity;
2. Leaving campus or any designated school-supervised area during the school day without authorization to engage in a disruptive activity;
3. Obstructing or restraining the passage of persons in an exit, entrance, or hallway of a building without authorization;
4. Seizing control of a building or portion of a building to interfere with an authorized activity;
5. Preventing or attempting to prevent another person from attending class or a school activity as part of a disruption;
6. Creating excessive noise or engaging in coordinated conduct that interferes with order;
7. Refusing to comply with lawful directives issued by school personnel intended to maintain safety and order;
8. Preventing or attempting to prevent by force or violence or the threat of force or violence a lawful assembly authorized by the school administration so that a person attempting to participate in the assembly is unable to participate due to the use of force or violence or due to a reasonable fear that force or violence is likely to occur;
9. Disrupting by force or violence or the threat of force or violence a lawful assembly in progress;
10. Obstructing or restraining the passage of a person at an exit or entrance to the campus or property or preventing or attempting to prevent by force or violence or by threats of force or violence the ingress or egress of a person to or from the property or campus without the authorization of the administration of the school.
11. Coordinating disruptive activities.

Disciplinary action for disruptive activities shall be imposed in accordance with the Employee Code of Conduct, state or federal law, Board Policy, District procedure, or the employee's contract, as appropriate.

The Superintendent may report an employee who engages in disruptive activities to the appropriate law enforcement authorities.

Employment Assistance Prohibited

No District employee shall assist an employee, contractor or agent or service provider of the District or of any other school district in obtaining employment with a school district, private school, or open-enrollment charter school or other entity, if the employee knows, or has probable cause to believe, that the employee, contractor or agent or service provider engaged in misconduct as defined in this Board Policy regarding a minor or student in violation of the law or abuse or neglect as defined in FFG(LOCAL) or FFG(LEGAL) or violated EMB(LOCAL) or EMB(LEGAL). Routine transmission of an administrative file does not violate this prohibition.

Compliance with Student Safety

All employees shall comply with Board Policies, including EFA(LOCAL), EFB(LOCAL), EFB(LEGAL), EMB(LOCAL), FFG(LOCAL), FFG(LEGAL), and FFF(LOCAL),

Implementation

The Superintendent shall adopt District procedures to implement this Board Policy and include appropriate provisions in the Employee Code of Conduct, employee contracts, or other employment documents.

The Superintendent shall adjust the Employee Code of Conduct, employee contracts, or employment documents as soon as applicable and shall otherwise implement this Board Policy by no later than December 31, 2026.

DH (Local Policy)

Conroe ISD

Personnel Positions (DH) — Board Policy vs. Statute

Board Policy DH (Local)	Statute	Differences
Section 1: Service Provider Definition <i>(TEC § 22A.001(8))</i>		

Employee Standards of Conduct (DH)

Policy Type: Local Policy

Each District employee shall perform his or her duties in accordance with state and federal law, Board Policy, District procedure policy, and ethical standards, and the Employee Code of Conduct. The District holds all employees accountable to the Educators' Code of Ethics. [See DH(EXHIBIT)] Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

Definition

Service Provider

Service provider means a person who provides services to the District. The term includes:

(A) An employee, contractor, vendor, agent, or subcontractor for the District;

(B) A provider of tutoring services for the District;

(C) An entity that has entered into a contract to operate a school district campus under Section 11.174;

(D) A staffing provider for the District; and

(E) A person employed by or under the control of a person described by Paragraph (A), (B), (C), or (D), including its representatives, employees, subcontractors, or any other individuals acting on its behalf.

Texas Education Code § 22A.001. DEFINITIONS.
In this chapter:

(8) "Service provider" means a person who provides services to an educational entity. The term includes:

(A) a contractor or subcontractor for an educational entity;

(B) a provider of tutoring services for an educational entity;

(C) an entity that has entered into a contract to operate a school district campus under Section 11.174;

(D) a staffing provider for an educational entity; and

(E) a person employed by or under the control of a person described by Paragraph (A), (B), (C), or (D).

Scope

The Board Policy is broader than the statute in two key ways:

2. Paragraph (A) differs:

The statute lists "a contractor or subcontractor" only. The Board Policy expands this to include "an employee, contractor, vendor, agent, or subcontractor" — adding employees, vendors, and agents not found in the statute.

3. Paragraph (E) differs:

The statute ends with "a person employed by or under the control of a person described by Paragraph (A), (B), (C), or (D)." The Board Policy adds "including its representatives, employees, subcontractors, or any other individuals acting on its behalf" — language that goes beyond the statute.

Section 2: Electronic Communication Definition and Use

Electronic Communication

Electronic Communication means any electronic platform, application, website, network, or communication service that allows users to create, post, share, send, receive, comment on, react to, stream, display, or exchange content, messages, images, videos, audio, or other information with one or more persons, whether publicly, privately, or in a closed group.

Electronic Communication includes, but is not limited to, text messaging, group messaging, direct messaging, email-like messaging within apps, Snapchat, Instagram, Facebook, TikTok, X/Twitter, YouTube, WhatsApp, Discord, Reddit, LinkedIn, Pinterest, Twitch, blogs, forums, message boards, chat rooms, gaming platforms with chat or messaging functions, dating or networking applications, collaborative platforms, and any similar existing or future technology.

Electronic communication includes communication sent through personal, school-issued, public, private, anonymous, temporary, disappearing, encrypted, or pseudonymous accounts or platforms.

Violations Of Standards Of Conduct

Each employee shall comply with the standards of conduct set out in ~~this Board Policy~~ and with any other ~~District procedures policies~~, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any ~~Board pPolicies~~, ~~District procedures~~, ~~regulations~~, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary

Educ. Code Section 38.027

Electronic Communication Policy

(a) In this section, “electronic communication” means any communication facilitated by the use of any electronic device, including a telephone, cellular telephone, computer, computer network, personal data assistant, or pager. The term includes e-mails, text messages, instant messages, and any communications made through an Internet website, including a social media website or a social networking website.

(b) A school district shall adopt a written policy concerning electronic communications between a school employee and a student enrolled in the district.

(c) The policy adopted under this section must:

- (1) include provisions designed to prevent improper electronic communications between a school employee and a student;
- (2) allow a school employee to elect to not disclose to students the employee’s personal telephone number or e-mail address; and
- (3) include provisions instructing a school employee about the proper method for notifying appropriate local administrators about an incident in which a student engages in improper communications with the school employee.

Definition of Electronic Communication is

action, including termination of employment. [See DCD(LOCAL), [EMB\(LOCAL\)](#), [FFG\(LOCAL\)](#), and [Board Policy](#) DF series]

Weapons Prohibited

The District prohibits the use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on District property at all times.

Exceptions

No violation of this policy occurs when:

1. Use or possession of a firearm by a specific employee is authorized by Board action. [See CKE]
2. A District employee who holds a Texas handgun license stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, provided the handgun or other firearm is not in plain view; or
3. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

Electronic Communication

Use With Students

~~A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters~~

~~within the scope of the employee's professional responsibilities.~~

Unless an exception has been made in accordance with the Employee Code of Conduct or similar document, employee handbook or other adopted District procedureadministrative regulations, an employee shall not use a ~~personal~~ electronic communication ~~platform, application, or~~ to communicate with currently enrolled students.

~~Unless authorized above, all other Employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. The Employee Code of Conduct employee handbook or other District procedureadministrative regulations shall further~~ detail:

:

1. Exceptions for family and social relationships;
2. That communications shall only be within the scope of the employee's professional responsibilities and duties related to any student, as appropriate;
3. The circumstances under which an employee may use electronic communication text messaging to communicate with individual students or student groups;
4. Hours of the day during which electronic communication is discouraged or prohibited; and
5. Other matters deemed appropriate by the Superintendent or designee.

In accordance with ethical standards applicable to all District employees [see DH(EXHIBIT)], an employee shall be prohibited from using electronic

communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics, state or federal law, Board Policy, or District procedure.

An employee shall have no expectation of privacy in any electronic communications with students. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communications. [See CPC]

Personal Use

All employees shall be held to the same professional standards in their public personal use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law, Board Policy, or District procedurepolicy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.

Reporting Improper Communication

In accordance with Board Policy or District procedures administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee and shall fully comply with FFG(LOCAL) and FFG(LEGAL)].

Disclosing Personal Information

An employee shall not be required to disclose his or her personal email address or personal phone

number to a student.		
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Section 3: Employee Standards of Conduct and Disruptive Activities (TEC §§ 37.123, 37.124)

<p>Safety Requirements</p> <p>Each employee shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.</p> <p>Harassment Or Abuse</p> <p>An employee shall not engage in prohibited <u>abuse or</u> harassment, including sexual harassment, of:</p> <ol style="list-style-type: none"> 1. Other employees. [See DIA] 2. Students. [See FFH(<u>LOCAL</u>, <u>FFH(LEGAL)</u>); see FFG(<u>LOCAL</u>) and <u>FFG(LEGAL) regarding child abuse and neglect.</u>] <p>While acting in the course of employment, an employee shall not engage in prohibited <u>abuse or</u> harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents.</p> <p>An employee shall report child abuse or neglect as required by law. [See FFG(<u>LOCAL</u>) and <u>FFG(LEGAL)</u>]</p> <p>Relationships With Students</p> <p>An employee shall not form romantic or other inappropriate social relationships with students. Any <u>inappropriate sexual</u> relationship between a student and a District employee is always prohibited, even if consensual. <u>No employee shall engage in abuse or neglect or misconduct, including:</u></p> <p><u>(A) abuse or committed an unlawful act with a student or minor, including by engaging in conduct that involves physical mistreatment or constitutes a</u></p>		333
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threat of violence to a student or minor and that is not justified under Chapter 9, Penal Code, regardless of whether the conduct resulted in bodily injury;

(B) involvement in or solicitation of a romantic relationship with or solicited or engaged in sexual contact with a student or minor;

(C) engaging in inappropriate communications with a student or minor;

(D) failing to maintain appropriate boundaries with a student or minor;

[See FFH(LOCAL), FFH(LEGAL) and FFG(LOCAL) AND FFG(LEGAL)]

~~As required by law, t~~The District shall notify the parent of a student with whom an employee ~~or person acting as a service provider for the District~~ is alleged to have engaged in certain misconduct. [See FFF(LOCAL), FFF(LEGAL), FFG(LOCAL) and FFG(LEGAL)]

Tobacco And E-Cigarettes

Employees shall not possess or use cigarettes, e-cigarettes, or tobacco products, as defined by Health and Safety Code §161.081 or similar product, on District property or at a school-related or school-sanctioned event or activity on or off school property or while acting within the scope of their employment on or off school property. [See also GKA]

Alcohol And Drugs / Notice Of Drug-Free Workplace

Sec. 22A.051. REQUIREMENT TO REPORT EDUCATOR MISCONDUCT TO BOARD. (a) In addition to the reporting requirement under Section 261.101, Family Code, the superintendent or director of an educational entity shall notify the board if:

(2) an educator's employment at the entity was terminated and there is evidence that the educator:

(A) abused or otherwise committed an unlawful act with a student or minor, including by engaging in conduct that involves physical mistreatment or constitutes a threat of violence to a student or minor and that is not justified under Chapter 9, Penal Code, regardless of whether the conduct resulted in bodily injury;

(B) was involved in or solicited a romantic relationship with or solicited or engaged in sexual contact with a student or minor;

(C) engaged in inappropriate communications with a student or minor, as defined by board rule;

(D) failed to maintain appropriate boundaries with a student or minor, as defined by board rule;

(E) possessed, transferred, sold, or distributed a controlled substance, as defined by Chapter 481, Health and Safety Code, or by 21 U.S.C. Section 801 et seq.;

(F) illegally transferred, appropriated, or expended funds or other property of the entity;

<p>As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.</p> <p>An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while on District property or at school-related activities during or outside of usual working hours:</p> <ol style="list-style-type: none"> 1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate. 2. Alcohol or any alcoholic beverage. 3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation. 4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug. <p>An employee need not be legally intoxicated to be considered "under the influence" of a controlled substance.</p> <p>Exceptions It shall not be considered a violation of this policy if the employee:</p> <ol style="list-style-type: none"> 1. Manufactures, possesses, or dispenses a substance listed above as part of the employee's job responsibilities; 2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee's personal use; or 	<p>(G) attempted by fraudulent or unauthorized means to obtain or alter a professional certificate or license for the purpose of promotion or additional compensation; or</p> <p>(H) committed a criminal offense or any part of a criminal offense on school property or at a school-sponsored event;</p>	<p style="text-align: right;">335</p>
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3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee's child or other individual for whom the employee is a legal guardian.

Sanctions

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and
4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

District Investigations

When the District investigates a complaint of misconduct, including but not limited to a complaint of student abuse or any type of sexual harassment, each employee involved, including the complainant, witnesses, and the accused, shall be expected and required to cooperate with the investigation.

During an investigation, the District may interview an employee privately and take oral and/or written statements. Any employee who fails to cooperate with an investigation or to provide complete and truthful information may be subject to disciplinary action up to and including termination from employment. [See also DIA and FFH]

Arrests, Indictments, Convictions, And Other Adjudications

An employee shall notify the employee's principal or department head in writing within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee.

Dress And Grooming

An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.

Employee Disruptive Activities

An employee engages in a disruptive activity if the employee, alone or in concert with others, intentionally engages in or coordinates a disruptive activity on District property under Texas Education Code § 37.123.

Disruptive Activities include, but are not limited to, activities on District property, including:

1. Leaving an assigned classroom, instructional setting, or supervised activity without authorization to engage in disruptive activity;
2. Leaving campus or any designated school-supervised area during the school day without authorization to engage in a disruptive activity;
3. Obstructing or restraining the passage of persons in an exit, entrance, or hallway of a building without authorization;
4. Seizing control of a building

Texas Education Code **Sec. 37.123.**
DISRUPTIVE ACTIVITIES. (a) A person commits an offense if the person, alone or in concert with others, intentionally engages in disruptive activity on the campus or property of any private or public school.

(b) For purposes of this section, disruptive activity is:

(1) obstructing or restraining the passage of persons in an exit, entrance, or hallway of a building without the authorization of the administration of the school;

(2) seizing control of a building or portion of a building to interfere with an administrative, educational, research, or other authorized activity;

or portion of a building to interfere with an authorized activity;

5. Preventing or attempting to prevent another person from attending class or a school activity as part of a disruption;

6. Creating excessive noise or engaging in coordinated conduct that interferes with order;

7. Refusing to comply with lawful directives issued by school personnel intended to maintain safety and order;

8. Preventing or attempting to prevent by force or violence or the threat of force or violence a lawful assembly authorized by the school administration so that a person attempting to participate in the assembly is unable to participate due to the use of force or violence or due to a reasonable fear that force or violence is likely to occur;

9. Disrupting by force or violence or the threat of force or violence a lawful assembly in progress;

10. Obstructing or restraining the passage of a person at an exit or entrance to the campus or property or preventing or attempting to prevent by force or violence or by threats of force or violence the ingress or egress of a person to or from the property or campus without the authorization of the administration of the school.

11. Coordinating disruptive activities.

(3) preventing or attempting to prevent by force or violence or the threat of force or violence a lawful assembly authorized by the school administration so that a person attempting to participate in the assembly is unable to participate due to the use of force or violence or due to a reasonable fear that force or violence is likely to occur;

(4) disrupting by force or violence or the threat of force or violence a lawful assembly in progress; or

(5) obstructing or restraining the passage of a person at an exit or entrance to the campus or property or preventing or attempting to prevent by force or violence or by threats of force or violence the ingress or egress of a person to or from the property or campus without the authorization of the administration of the school.

(c) An offense under this section is a Class B misdemeanor.

(d) Any person who is convicted the third time of violating this section is ineligible to attend any institution of higher education receiving funds from this state before the second anniversary of the third conviction.

(e) This section may not be construed to infringe on any right of free speech or expression guaranteed by the constitution of the United States or of this state.

Added by Acts 1995, 74th Leg., ch. 260, Sec. 1, eff. May 30, 1995.

The Board Policy is broader than TEC § 37.123 in the following ways:

1. Applies to employees only:

The statute applies to “any person.” The Board Policy specifically focuses on District employees.

2. Expanded list of prohibited conduct:

The statute lists only 5 specific acts (items 3–5, 8–10 in the policy). The Board Policy adds 6 additional acts not found in the statute: leaving classrooms without authorization (items 1–2), preventing others from attending class (item 5), creating excessive noise (item 6), refusing lawful directives (item 7), and coordinating disruptive activities (item 11).

3. Disciplinary consequences:

The statute makes disruptive activity a Class B misdemeanor criminal offense. The Board Policy instead imposes employment disciplinary consequences and does not replicate the criminal penalty language. 338

4. No free speech carve-out:

The statute includes a provision that it may not be construed to infringe on free speech rights. The Board Policy omits this protection.

5. Superintendent reporting authority:

The Board Policy adds that the Superintendent may report an employee to law enforcement — language not present in the statute.

Disciplinary action for disruptive activities shall be

imposed in accordance with the Employee Code of Conduct, state or federal law, Board Policy, District procedure, or employee contract, as appropriate.

The Superintendent may report an employee who engages in disruptive activities to the appropriate law enforcement authorities.

Sec. 37.124. DISRUPTION OF CLASSES. (a) A person other than a primary or secondary grade student enrolled in the school commits an offense if the person, on school property or on public property within 500 feet of school property, alone or in concert with others, intentionally disrupts the conduct of classes or other school activities.

(b) An offense under this section is a Class C misdemeanor.

(c) In this section:

(1) "Disrupting the conduct of classes or other school activities" includes:

(A) emitting noise of an intensity that prevents or hinders classroom instruction;

(B) enticing or attempting to entice a student away from a class or other school activity that the student is required to attend;

(C) preventing or attempting to prevent a student from attending a class or other school activity that the student is required to attend; and

(D) entering a classroom without the consent of either the principal or the teacher and, through either acts of misconduct or the use of loud or profane language, disrupting class activities.

(2) "Public property" includes a street, highway, alley, public park, or sidewalk.

(3) "School property" includes a public school campus or school grounds on which a public school is located and any grounds or buildings used by a school for an assembly or other school-sponsored activity.

(d) It is an exception to the application of Subsection (a) that, at the time the person engaged in conduct prohibited under that subsection, the person was younger than 12 years of age.

Section 4: Employment Assistance Prohibited (TEC § 21.0581; 20 U.S.C. § 7926)

Employment Assistance Prohibited

No District employee shall assist an employee, contractor or agent or service provider of the District or of any other school district in obtaining employment with a school district, private school, or open-enrollment charter school or other entity, if the employee knows, or has probable cause to believe, that the employee, contractor or agent or service provider engaged in misconduct as defined in this Board Policy regarding a minor or student in violation of the law or abuse or neglect as defined in FFG(LOCAL) or FFG(LEGAL) or violated EMB(LOCAL) or EMB(LEGAL). Routine transmission of an administrative file does not violate this prohibition.

2025 Texas Statutes
Education Code
Title 2 - Public Education
Subtitle D - Educators and School District Employees and Volunteers
Chapter 21 - Educators
Subchapter B. Certification of Educators
Section 21.0581. Revocation for Assisting Person Who Engaged in Sexual Misconduct Obtain Employment
Universal Citation:
TX Educ Code § 21.0581 (2025)
Learn more
Previous
Next

Sec. 21.0581. REVOCATION FOR ASSISTING PERSON WHO ENGAGED IN SEXUAL MISCONDUCT OBTAIN EMPLOYMENT. (a) The board may suspend or revoke a certificate held by a person under this subchapter, impose other sanctions against the person, or refuse to issue a certificate to the person under this subchapter if:

(1) the person assists another person in obtaining employment at a school district, private school, or open-enrollment charter school, other than by the routine transmission of administrative and personnel files; and

(2) the person knew that the other person has previously engaged in sexual misconduct with a minor or student in violation of the law.

(b) The commissioner may require a school district to revoke or decline to issue a school district teaching permit under Section 21.055 issued to or requested by a person subject to board action under Subsection (a).

The Board Policy is broader than both TEC § 21.0581 and ESSA 20 U.S.C. § 7926 in the following ways:

1. Broader trigger for prohibition:

The statute and federal law apply only when an employee engaged in “sexual misconduct” with a minor or student. The Board Policy expands this to “misconduct as defined in this Board Policy” — which includes non-sexual misconduct such as abuse, neglect, and policy violations under EMB(LOCAL) and EMB(LEGAL).

2. Broader category of persons covered:

The statute (TEC § 21.0581) applies only to certified educators (it triggers certificate revocation). The Board Policy applies to all District employees regardless of certification.

3. Consequence differs:

The statute’s consequence is certificate 340 suspension or revocation by SBEC. The Board Policy’s consequence is an employment-based prohibition — the employee may not assist in obtaining a new job.

4. Administrative file exception:

Both the statute and the Board Policy include the “routine transmission of an administrative file” exception, but the statute says “administrative and personnel files” while the Board Policy says only “administrative file” — potentially omitting personnel files from the safe harbor.

Federal Law — Every Student Succeeds Act (ESSA), 20 U.S.C. § 7926

Federal law under **20 U.S.C. § 7926** requires districts to have a policy prohibiting employees, contractors, or agents from assisting a school employee, contractor, or agent in obtaining a new job if the individual knows or has probable cause to believe the employee engaged in sexual misconduct regarding a minor or student in violation of the law. This requirement **does not include the routine transmission of administrative files.**

Section 5: Compliance with Student Safety and Implementation

Compliance with Student Safety

All employees shall comply with Board Policies, including EFA(LOCAL), EFB(LOCAL), EFB(LEGAL), EMB(LOCAL), FFG(LOCAL), FFG(LEGAL), and FFF(LOCAL).

Implementation

The Superintendent shall adopt District procedures to implement this Board Policy and include appropriate provisions in the Employee Code of Conduct, employee contracts, or other employment documents.

The Superintendent shall adjust the Employee Code of Conduct, employee contracts, or employment documents as soon as applicable and shall otherwise implement this Board Policy by no later than December 31, 2026.

