Legal Services

CONROE INDEPENDENT SCHOOL DISTRICT

Ashney Shelly, ESQ
Director of District
Legal Operations

June 18, 2026

Dear School Board Candidate:

Thank you for your interest in the Conroe Independent School District. This packet contains information you will need to become a candidate for a position on the District's Board of Trustees. This year, positions 1, 2, and 3 will be determined in the November General Election. The individuals elected to these positions will serve four-year terms. Filing dates for Trustee positions are:

First day to file: Saturday, July 18, 2026*
First day District will be open to accept filings: Monday, July 20, 2026
Last day to file: Monday, August 17, 2026

**The District is not open on this date.*

To become a candidate for the Board of Trustees, you must complete the *Application for a Place on the Conroe Independent School District General Election Ballot (enclosed)*. The *Application for a Place on the Conroe Independent School District General Election Ballot* can be found on the District's website at https://www.conroeisd.net/o/cisd/page/trustee-elections. The completed application must be submitted by email to elections@conroeisd.net, fax to 936-709-9787, or by hand or mail delivery to the District's Legal Department located at 3205 West Davis, Conroe, TX 77304. The application must be received within the timelines set out above. If you submit your application by email, please call the Legal Department at 936-709-7700 to verify the District has received it. Your application must have all the required boxes filled in and indicate which position on the Board of Trustees you are seeking.

The District's offices generally are open between 8:00 a.m. and 4:30 p.m. Monday through Friday. There may not be a notary available at the central administration building; therefore, your application must be notarized prior to filing. As recommended by the Texas Secretary of State, upon receipt of your application, the District will conduct a cursory review for completeness. If, on the face of the application, you meet all candidate eligibility requirements, the District will send you notification within five business days that your application has been accepted. The notice will be sent by email to the email address on your application. The District accepting your application does not preclude a later determination that there is a deficiency in the application.

Every person considering running for elected office should familiarize themselves with Texas election laws. An excellent source of information is the Texas Secretary of State's website, www.sos.state.tx.us/. In addition, all potential candidates should review the candidate contribution reporting requirements. Included in this packet is the Texas Ethics Commission publication *First Steps for Candidates Running for School Board Election*. This document is a "quick-start" guide for candidates. Failure to properly complete and file mandated contribution reporting forms can result in civil and/or criminal penalties. A more detailed discussion of filing requirements, forms, and guidelines for completion of forms can be found at the Texas Ethics Commission website, www.ethics.state.tx.us.

One of the most important forms you must file is the *Candidate/Officeholder Campaign Finance Report C/OH*. This form, along with form *CTA – Appointment of a Campaign Treasurer* and other forms and instructions can be found at https://www.ethics.state.tx.us/forms/coh/cohfrm.php. If you were a candidate in a previous Board Election and did not file a *Final Report,* your original *Appointment of a Campaign Treasurer* form is still valid. All campaign forms, including financial forms, must be filed in the District's Legal Department. All candidate financial forms are posted on the District's website along with the candidate's application.

Another resource for school board candidates is the Texas Association of School Boards. Their website is https://www.tasb.org/resources/running-for-school-board.

The Conroe ISD Board Policy Manual also contains a wealth of information for prospective candidates. Included in this packet is Board Policy BBA *Board Members-Eligibility/Qualifications*. Other relevant election policies that should be reviewed are BBBC *Elections – Campaign Finance,* BBBD *Elections – Campaign Ethics,* BBFA *Ethics – Conflict of Interest Disclosures*, and BBFB *Ethics-Prohibited Practices*. Board polices related to local governance, which include the policies referenced above, can be found at https://policyconnect.org/org/conroe-isd.

As a candidate, it is important to understand the District's rules related to posting signs. Generally, the District does not permit signs over which it does not exercise editorial control to be posted at District facilities. However, if the District facility has been designated as a polling site, the following guidelines apply:

- Campuses that are polling sites may allow campaign/election signs to be posted beyond the 100-foot perimeter, as required by Texas Election laws, during the period that voting is taking place at the site.

- Signs at campuses that are polling locations may not be posted earlier 4:00 p.m. at high schools; 5:00 p.m. at elementary schools; and 6:00 p.m. at intermediate and junior high schools.

- All signs must be removed within 24 hours after the poll has closed.

- These same rules apply regardless of whether the sign is posted in the ground or held by an individual.

- District personnel reserve the right to relocate any sign or individual if their location interferes with the ingress or egress of traffic in and around the campus.

Candidates cannot campaign on District property during the school day or at staff meetings held before or after school. School facilities and equipment, such as school computers, mailroom facilities, or other school resources cannot be used by anyone to publish or circulate pamphlets, circulars, fliers, or other signs supporting or opposing any political candidate.

State law prohibits public employees and officers from using any public resources (including actual funds, property, materials, or employee time) for political advertising. See Tex. Election Code §225.003 and related opinions of the Texas Ethics Commission for more information. Similarly, school employees are prohibited from engaging in political advocacy while on school time. See Board Policy DGA (Local) *Employee Rights and Privileges: Freedom of Association*. No

candidate would want to put a District employee in the untenable position of violating Board policy or sanctioning a violation of State law by sending election-related e-mails to District employee e-mail addresses or leaving campaign fliers at a campus, as one would assume that school computers would be used to read the e-mail or work time used to obtain and review the materials or email communication. The District respectfully requests that no candidate engage in political campaigning by use of District employee e-mail addresses or at District facilities.

If you choose to file for a position on the Board of Trustees, please note that the physical address, telephone number, and email address on the *Application for a Place on the Conroe Independent School District General Election Ballot* is considered public information and is made available to anyone who properly requests it. Most candidates elect to provide an email address to release to the public as that is their preferred method of communication. Included in this packet is Secretary of State form 2-67 *Request for Confidentiality for Candidates Under Texas Government Code* (Request For Confidentiality For Candidates Under Texas Government code (state.tx.us)). If you are a qualifying individual as listed on this form, you can submit the completed form along with the required documentation when you file your application. This will allow the District to keep confidential your home address, home telephone number, and date of birth.

Also, included in this packet is a calendar with important dates for the November 3, 2026, General Election. The drawing for ballot position will take place on Monday, August 19, 2026, at 5:05 p.m. in the District's Board Room located at the central administration building. You do not have to be present for the drawing, but you are welcome to attend.

While we cannot provide a candidate with legal advice regarding compliance or applicability of any State law, rule, or regulation, including Ethics Commission and Secretary of State filings, I am happy to answer any other question you may have, so please feel free to call me. Both the State Ethics Commission and the Secretary of State have staff to answer candidate questions. Please call them if you need assistance with election laws and rules.

Sincerely,

Dr. Ashney Shelly
Director of District Legal Operations

Enclosed:

Application for Place on the Conroe ISD General Election Ballot
Texas Ethics Commission – *First Steps for Candidates Running for School Board Trustee*
Important Dates for November 5, 2024, Trustee Election Notice of Ballot Position Drawing
Request for Confidentiality for Candidates Under Texas Government Code
CISD Board Policy BBA (LEGAL)

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Prescribed by Secretary of State
Section 141.031, Chapters 143 and 144, Texas Election Code; Section 11.055, Texas Education Code
07/2025

APPLICATION FOR A PLACE ON THE BALLOT FOR A GENERAL ELECTION FOR A CITY, SCHOOL DISTRICT OR OTHER POLITICAL SUBDIVISION

ALL INFORMATION IS REQUIRED TO BE PROVIDED UNLESS INDICATED AS OPTIONAL[1] Failure to provide required information may result in rejection of application.

APPLICATION FOR A PLACE ON THE Conroe ISD Board of Trustee GENERAL ELECTION BALLOT

TO: City Secretary/Secretary of Board **(name of election)**

I request that my name be placed on the above-named official ballot as a candidate for the office indicated below.

OFFICE SOUGHT (Include any place number or other distinguishing number, if any.)	**INDICATE TERM** ☐ FULL ☐ UNEXPIRED

FULL NAME (First, Middle, Last)	**PRINT NAME AS YOU WANT IT TO APPEAR ON THE BALLOT***
PERMANENT RESIDENCE ADDRESS (Do not include a P.O. Box or Rural Route. If you do not have a residence address, describe location of residence.)	**PUBLIC MAILING ADDRESS (Optional)** (Address for which you receive campaign related correspondence, if available.)

CITY	**STATE**	**ZIP**	**CITY**	**STATE**	**ZIP**

PUBLIC EMAIL ADDRESS (Optional) (Address for which you receive campaign related emails, if available.)	**OCCUPATION (Do not leave blank)**	**DATE OF BIRTH** / /	**VOTER REGISTRATION VUID NUMBER[2] (Optional)**

TELEPHONE CONTACT INFORMATION (Optional)

Home: Office: Cell:

FELONY CONVICTION STATUS (You MUST check one)	**LENGTH OF CONTINUOUS RESIDENCE AS OF DATE THIS APPLICATION WAS SWORN**	
	IN THE STATE OF TEXAS	**IN TERRITORY/DISTRICT/PRECINCT FROM WHICH THE OFFICE SOUGHT IS ELECTED**
☐ **I have not been finally convicted of a felony.**		
☐ **I have been finally convicted of a felony, but I have been pardoned or otherwise released from the resulting disabilities of that felony conviction and I have provided proof of this fact with the submission of this application.[3]**	_____ year(s) _____ month(s)	_____ year(s) _____ month(s)

This Box Must ONLY be Completed by Candidates for School District Board of Trustees

Check the Box Below:

☐ I am aware that I am not eligible to serve as a trustee of an independent school district if I am required to register as a sex offender under Chapter 62, Code of Criminal Procedure.

*If using a nickname as part of your name to appear on the ballot, you are also signing and swearing to the following statements: I further swear that my nickname does not constitute a slogan or contain a title, nor does it indicate a political, economic, social, or religious view or affiliation. I have been commonly known by this nickname for at least three years prior to this election. Please review sections 52.031, 52.032 and 52.033 of the Texas Election Code regarding the rules for how names may be listed on the official ballot.

Before me, the undersigned authority, on this day personally appeared (name of candidate)_____, who being by me here and now duly sworn, upon oath says:

"I, (name of candidate) _____, of _____ County, Texas, Being a candidate for the office of _____, swear that I will support and defend the Constitution and laws of the United States and of the State of Texas. I am a citizen of the United States eligible to hold such office under the constitution and laws of this state. I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote. I am aware of the nepotism law, Chapter 573, Government Code. I am aware that I must disclose any prior felony conviction, and if so convicted, must provide proof that I have been pardoned or otherwise released from the resulting disabilities of any such final felony conviction. I am aware that knowingly providing false information on the application regarding my possible felony conviction status constitutes a Class B misdemeanor. I further swear that the foregoing statements included in my application are in all things true and correct.

X _____
SIGNATURE OF CANDIDATE

Sworn to and subscribed before me this the _____ day of _____, _____, by _____.
(day) (month) (year) (name of candidate)

_____ _____
Signature of Officer Authorized to Administer Oath[4] Printed Name of Officer Authorized to Administer Oath

_____ Notarial or Official Seal
Title of Officer Authorized to Administer Oath

TO BE COMPLETED BY FILING OFFICER: THIS APPLICATION IS ACCOMPANIED BY THE REQUIRED FILING FEE (If Applicable) PAID BY:

☐ CASH ☐ CHECK ☐ MONEY ORDER ☐ CASHIERS CHECK OR ☐ PETITION IN LIEU OF A FILING FEE.

This document and $_____ filing fee or a nominating petition of _____ pages received. ☐ **Voter Registration Status Verified**

_____/_____/_____ _____/_____/_____ **(See Section 1.007)** _____
Date Received Date Accepted Signature of Filing Officer or Designee

Print Reset

INSTRUCTIONS

An application for a place on the general election for a city, school district or other political subdivision, may not be filed earlier than 30 days before the deadline prescribed by this code for filing the application. An application filed before that day is void. All fields of the application **must** be completed unless specifically marked optional.

For an election to be held on a uniform election date, the day of the filing deadline is the 78th day before Election Day.

If you have questions about the application, please contact the Secretary of State's Elections Division at 800-252-8683.

NEPOTISM LAW

The candidate must sign this statement indicating his awareness of the nepotism law. When a candidate signs the application, it is an acknowledgment that the candidate is aware of the nepotism law. The nepotism prohibitions of chapter 573, Government Code, are summarized below:

No officer may appoint, or vote for or confirm the appointment or employment of any person related within the second degree by affinity (marriage) or the third degree by consanguinity (blood) to the officer, or to any other member of the governing body or court on which the officer serves when the compensation of that person is to be paid out of public funds or fees of office. However, nothing in the law prevents the appointment, voting for, or confirmation of anyone who has been continuously employed in the office or employment for the following period prior to the election or appointment of the officer or member related to the employee in the prohibited degree: six months, if the officer or member is elected at an election other than the general election for state and county officers.

No candidate may take action to influence an employee of the office to which the candidate is seeking election or an employee or officer of the governmental body to which the candidate is seeking election regarding the appointment or employment of a person related to the candidate in a prohibited degree as noted above. This prohibition does not apply to a candidate's actions with respect to a bona fide class or category of employees or prospective employees.

FOOTNOTES

[1]An application for a place on the ballot, including any accompanying petition, is public information immediately on its filing. (Section 141.035, Texas Election Code)

[2]Inclusion of a candidate's VUID is optional. However, many candidates are required to be registered voters in the territory from which the office is elected at the time of the filing deadline. Please visit the Elections Division of the Secretary of State's website for additional information. https://www.sos.state.tx.us/elections/laws/voter-reg-req-candidate-faq.shtml

[3]Proof of release from the resulting disabilities of a felony conviction would include proof of judicial clemency under Texas Code of Criminal Procedure 42A.701, proof of executive pardon under Texas Code of Criminal Procedure 48.01, or proof of a restoration of rights under Texas Code of Criminal Procedure 48.05. (Texas Attorney General Opinion KP-0251)

One of the following documents must be submitted with this application.

Judicial Clemency under Texas Code of Criminal Procedure 42A.701
Executive Pardon under Texas Code of Criminal Procedure 48.01
Restoration of Rights under Texas Code of Criminal Procedure 48.05

[4]All oaths, affidavits, or affirmations made within this State may be administered and a certificate of the fact given by a judge, clerk, or commissioner of any court of record, a notary public, a justice of the peace, city secretary (for a city office), and the Secretary of State of Texas. See Chapter 602 of the Texas Government Code for the complete list of persons authorized to administer oaths.

2-49
Prescribed by Secretary of State
Section 141.031, Chapters 143 and 144, Texas Election Code; Section 11.055, Texas Education Code
07/2025

SOLICITUD DE INSCRIPCIÓN PARA UN LUGAR EN LA BOLETA DE UNA ELECCIÓN GENERAL PARA UNA CIUDAD, DISTRITO ESCOLAR U OTRA SUBDIVISIÓN POLÍTICA

TODA LA INFORMACIÓN ES REQUERIDA A MENOS QUE SE INDIQUE COMO OPCIONAL[1] El hecho de no proporcionar la información requerida puede resultar en el rechazo de la solicitud.

SOLICITUD DE INSCRIPCIÓN PARA UN LUGAR EN LA BOLETA DE UNA ELECCIÓN GENERAL DE_____

Para: Secretario(a) de la Ciudad/ Secretario(a) del Consejo **(nombre de la elección)**

Solicito que mi nombre se incluya en la boleta oficial mencionada anteriormente como candidato(a) al cargo indicado a continuación.

CARGO SOLICITADO (Incluya cualquier número de cargo u otro número distintivo, si lo hay.)	**INDIQUE TÉRMINO** ☐ TÉRMINO COMPLETO ☐ TÉRMINO INCOMPLETO

NOMBRE COMPLETO (Primer Nombre, Segundo Nombre, Apellido)	**ESCRIBA SU NOMBRE COMO DESEA QUE APAREZCA EN LA BOLETA***

DIRECCIÓN DE RESIDENCIA PERMANENTE (No incluya un apartado postal o una ruta rural. Si usted no tiene una dirección de residencia, describa la ubicación de la residencia.)			**DIRECCIÓN DE CORREO PÚBLICO (Opcional)** (Dirección en la que recibe la correspondencia relacionada con la campaña, si está disponible.)		
CIUDAD	**ESTADO**	**CÓDIGO POSTAL**	**CIUDAD**	**ESTADO**	**CÓDIGO POSTAL**

DIRECCIÓN DE CORREO ELECTRÓNICO PÚBLICO (Opcional) (Dirección donde recibe correo electrónico relacionado con la campaña, si está disponible.)	**OCUPACIÓN (No deje este espacio en blanco)**	**FECHA DE NACIMIENTO** / /	**VUID – NÚMERO ÚNICO DE IDENTIFICACIÓN DE VOTANTE[2] (Opcional)**

INFORMACIÓN DE CONTACTO TELEFÓNICO (Opcional)

Hogar: Trabajo: Celular:

ESTADO DE CONDENA POR DELITO GRAVE (DEBE marcar una)	**DURACIÓN DE RESIDENCIA CONTINUA A PARTIR DE LA FECHA EN QUE ESTA SOLICITUD FUE JURADA**	
	EN EL ESTADO DE TEXAS	**EN EL TERRITORIO/DISTRITO/PRECINTO DEL CUAL SE ELIGE EL CARGO BUSCADO**
☐ No he sido finalmente condenado por un delito grave.		
☐ He sido finalmente condenado por un delito grave, pero he sido indultado o liberado de otro modo de las discapacidades resultantes de esa condena por delito grave y he proporcionado prueba de este hecho con la presentación de esta solicitud.[3]	_____ año(s) _____ mes(es)	_____ año(s) _____ mes(es)

Esta casilla SÓLO debe ser rellenada por los candidatos para la Junta Directiva del Distrito Escolar
Marque la casilla a continuación:

☐ Reconozco que no soy elegible para servir como fideicomisario de un distrito escolar independiente si estoy obligado a registrarme como delincuente sexual conforme al Capítulo 62 del Código de Procedimiento Penal.

*****Si usa un apodo como parte de su nombre para aparecer en la boleta, también está firmando y jurando las siguientes declaraciones: Juro además que mi apodo no constituye un lema ni contiene un título, ni indica un punto de vista o afiliación política, económica, social o religiosa. He sido comúnmente conocido por este apodo durante al menos tres años antes de esta elección. Por favor, revise las secciones 52.031, 52.032 y 52.033 del Código Electoral de Texas con respecto a las reglas sobre cómo se pueden incluir los nombres en la boleta oficial.

Ante mí, la autoridad abajo firmante, en este día apareció personalmente (nombre del candidato)_____, quien estando a mi lado aquí y ahora debidamente juramentado, bajo juramento dice:

"Yo, (nombre del candidato) _____, del condado de _____, Texas, siendo candidato para el cargo de _____, juro que apoyaré y defenderé la Constitución y las leyes de los Estados Unidos y del Estado de Texas. Soy un ciudadano de los Estados Unidos elegible para ocupar dicho cargo según la Constitución y las leyes de este estado. No se me ha determinado por un fallo final de una corte que ejerce la jurisdicción testamentaria que esté totalmente incapacitado mentalmente o parcialmente incapacitado sin derecho a voto. Soy consciente de la ley de nepotismo según el Capítulo 573 del Código de Gobierno. Soy consciente de que debo divulgar cualquier condena previa de un delito grave y, si he sido condenado, debo proporcionar prueba de que he sido indultado o liberado de otro modo de las discapacidades resultantes de dicha condena final por delito grave. Soy consciente de que proporcionar a sabiendas información falsa en la solicitud con respecto a mi posible estado de condena por delito grave constituye un delito menor de Clase B. Juro además que las declaraciones anteriores incluidas en mi solicitud son, en todos los aspectos, verdaderas y correctas."

X _____
FIRMA DEL CANDIDATO

Jurado y suscrito ante mí este día _____ de_____ del _____por _____.
(día) (mes) (año) (nombre de candidato)

_____
Firma del oficial autorizado para administrar el juramento[4]

_____
Nombre del oficial autorizado para administrar juramentos en letra de molde

Notarial o sello oficial

_____
Título del oficial autorizado para administrar el juramento

TO BE COMPLETED BY FILING OFFICER: THIS APPLICATION IS ACCOMPANIED BY THE REQUIRED FILING FEE (If Applicable) PAID BY:

☐ CASH ☐ CHECK ☐ MONEY ORDER ☐ CASHIERS CHECK OR ☐ PETITION IN LIEU OF A FILING FEE.

This document and $_____ filing fee or a nominating petition of _____ pages received. ☐ **Voter Registration Status Verified**

_____/_____/_____ _____/_____/_____ **(See Section 1.007)** _____
Date Received Date Accepted Signature of Filing Officer or Designee

Imprimir **Limpiar**

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Prescribed by Secretary of State
Section 141.031, Chapters 143 and 144, Texas Election Code; Section 11.055, Texas Education Code
07/2025

INSTRUCCIONES

Una solicitud para un lugar en la elección general para una ciudad, distrito escolar u otra subdivisión política, no puede ser presentada antes de los 30 días antes de la fecha límite prescrita por este código para presentar la solicitud. Una solicitud presentada antes de ese día es nula. Todos los campos de la solicitud **deben** completarse a menos que estén específicamente marcados como opcional.

Para una elección que se lleve a cabo en una fecha de elección uniforme, el día de la fecha límite de presentación es el 78º dia antes del día de la elección.

Si tiene preguntas sobre la solicitud, por favor póngase en contacto con la División de Elecciones del Secretario de Estado llamando al 800-252-8683.

LEY DE NEPOTISMO

El candidato debe firmar esta declaración indicando su conocimiento de la ley del nepotismo. Cuando un candidato firma la solicitud, es un reconocimiento de que el candidato conoce la ley del nepotismo. Las prohibiciones de nepotismo del capítulo 573, Código de Gobierno, se resumen a continuación:

Ningún funcionario puede nombrar, votar o confirmar el nombramiento o empleo de cualquier persona emparentada dentro del segundo grado por afinidad (matrimonio) o del tercer grado por consanguinidad (sangre) con sí mismo, o con cualquier otro miembro del órgano de gobierno o corte en el que se desempeña cuando la compensación de esa persona debe pagarse con fondos públicos o honorarios del cargo. Sin embargo, nada en la ley impide el nombramiento, la votación o la confirmación de cualquier persona que haya estado empleada continuamente en la oficina o el empleo durante el período siguiente antes de la elección o el nombramiento del funcionario o miembro emparentado con el empleado en el grado prohibido: seis meses, si el funcionario o miembro es elegido en una elección que no sea la elección general para funcionarios estatales y del condado.

Ningún candidato puede tomar medidas para influir en un empleado del cargo al que aspira a ser elegido o en un empleado o funcionario del organismo gubernamental al que aspira a ser elegido en relación con el nombramiento o el empleo de una persona emparentada con el candidato en un grado prohibido, tal como se ha indicado anteriormente. Esta prohibición no se aplica a las acciones de un candidato con respecto a una clase o categoría de buena fe de empleados o empleados prospectos.

NOTAS

[1]Una solicitud para un lugar en la boleta electoral, incluida cualquier petición que la acompañe, es información pública inmediatamente después de su presentación. (Sección 141.035, Código Electoral de Texas)

[2]La inclusión del número único de identificación de votante (VUID, por sus siglas en Ingles) es opcional. Sin embargo, a muchos candidatos se les exige que estén registrados como votantes en el territorio desde el cual se elige el cargo en el momento de la fecha límite de presentación. Por favor, visite el sitio web de la Division de Elecciones de la Secretaría de Estado para obtener información adicional. https://www.sos.state.tx.us/elections/laws/voter-reg-req-candidate-faq.shtml

[3]La prueba de liberación de las discapacidades resultantes de una condena por un delito grave incluiría prueba de clemencia judicial según el Código de Procedimiento Penal de Texas 42A.701, prueba de indulto ejecutivo según el Código de Procedimiento Penal de Texas 48.01, o prueba de una restauración de derechos según el Código de Procedimiento Penal de Texas 48.05. (Opinión de Fiscal General de Texas KP-0251)

Se debe enviar uno de los siguientes documentos con esta solicitud:

Clemencia judicial según el Código de Procedimiento Penal de Texas 42A.701
Prueba de indulto ejecutivo según el Código de Procedimiento Penal de Texas 48.01
Prueba de una restauración de derechos según el Código de Procedimiento Penal de Texas 48.05

[4]Todos lo los juramentos, declaraciones juradas o afirmaciones hechas dentro de este estado pueden ser administrados y un certificado del hecho dado por un juez, secretario(a) o comisionado de cualquier corte de registro, un notario público, un juez de paz, secretario municipal (para una oficina de la ciudad) y el Secretario de Estado de Texas. Consulte el Capítulo 602 del Código del Gobierno de Texas para obtener la lista completa de personas autorizadas a administrar juramentos.

First Steps for Candidates Running for School Board Trustee

This quick-start guide for candidates is not intended to provide comprehensive information. For more details, including information on political advertising requirements, fundraising rules, and filing schedules, see the Texas Ethics Commission's (TEC) website at www.ethics.state.tx.us.

1. All candidates must file a Campaign Treasurer Appointment (Form CTA)
All candidates must file Form CTA even if you do not intend to raise or spend any money. Form CTA is required to be filed before you file an application for a place on the ballot, raise or spend any money for your campaign, or announce your candidacy. You can find this form and its instructions on our "Local Filers Non-Judicial Candidate/Officeholder" webpage. File Form CTA with the school board clerk or school board secretary, as applicable.

2. Opposed Candidates: Will you accept or spend more than $1,140* for the election?

- YES:
    - You do not qualify to file on the modified reporting schedule. (See "Modified Reporting" in "Campaign Finance Guide for Candidates and Officeholders Who File with Local Filing Authorities".)
    - You are ***required*** to file pre-election campaign finance reports using Form C/OH if you have an opponent on the ballot. Find Form C/OH and its instructions on our "Local Filers Non-Judicial Candidate/Officeholder" webpage.
    - Pre-election reports are due 30 days and 8 days prior to each election. To be timely filed, pre-election reports must be *received* by the school board clerk or school board secretary no later than the due date.
- NO:
    - You can elect to file on the modified reporting schedule by completing the *Modified Reporting Declaration* on page two of Form CTA. File Form CTA with the school board clerk or school board secretary. (See "Modified Reporting" in "Campaign Finance Guide for Candidates and Officeholders Who File with Local Filing Authorities".)
    - If you elect to file on the modified reporting schedule, you do not have to file pre-election campaign finance reports due 30 days and 8 days prior to the election.
- Exceed $1,140*: If you elect to file on the modified reporting schedule but later exceed $1,140* in either contributions or expenditures, what reports you will be required to file depends upon when you exceed $1,140*.
    - If you exceed $1,140* prior to the 30th day before the election, you are ***required*** to file pre-election campaign finance reports due 30 days and 8 days prior to an election using Form C/OH. To be timely filed, pre-election reports must be *received* by the school board clerk or school board secretary no later than the due date. Find Form C/OH and its instructions on our "Local Filers Non-Judicial Candidate/Officeholder" webpage.

- If you exceed $1,140* after the 30th day before the election, you are ***required*** to file an Exceeded Modified Reporting Limit report using Form C/OH. To be timely filed, this report must be filed with the school board clerk or school board secretary within 48 hours of exceeding $1,140*. Find Form C/OH and its instructions on our "Local Filers Non-Judicial Candidate/Officeholder" webpage.

- If you exceed $1,140* prior to the 8th day before the election, you are ***required*** to file a pre-election campaign finance report due 8 days prior to an election using Form C/OH. To be timely filed, the pre- election report must be *received* by the school board clerk or school board secretary no later than the due date. Find Form C/OH and its instructions on our "Local Filers Non-Judicial Candidate/Officeholder" webpage.

3. Unopposed Candidates

If you do not have an opponent whose name will appear on the ballot in the election, you are an unopposed candidate and are not required to file pre-election campaign finance reports prior to that election.

4. All candidates must file semiannual campaign finance reports (Form C/OH)

All candidates are ***required*** to file semiannual reports using Form C/OH even if you have no campaign activity or were unsuccessful in the election. Semiannual reports are due on January 15th and July 15th and must be filed with the school board clerk or school board secretary. To end your filing obligations, you must cease campaign activity and file a Final report using Form C/OH and attaching Form C/OH-FR (Designation of Final Report). Form C/OH-FR is found on the last page of Form C/OH. Find Form C/OH and its instructions on our "Local Filers Non-Judicial Candidate/Officeholder" webpage. For more information, see "Ending Your Campaign" for local filers.

5. All candidates can use the TEC's Filing Application to prepare campaign finance reports (Form C/OH)

You can use the TEC's Filing Application to prepare a PDF version of your campaign finance report (Form C/OH). Select "Local Authority" and follow the steps to set up an account and login to the application. Once you have completed your report, print out a copy, fill in your treasurer information, get it notarized, and file it with the school board clerk or school board secretary by the appropriate deadline.

6. Need More Information?

See the Campaign Finance Guide for Candidates and Officeholders Who File With Local Filing Authorities, forms, instructions, examples on how to disclose contributions and expenditures, political advertising and fundraising guides, and other information you may find useful on our website at *www.ethics.state.tx.us* under the "Resources" and "Forms/Instructions" main menu items.

***NOTE:** The $1,140 threshold is specific to transactions made in 2026.*

Important Election Dates

June 16, 2026 Regular Board Meeting	Order and notice for November 3, 2026, Board of Trustees Election.
June 18, 2026	Candidate Filing Notice Posted.
June 18, 2026	Candidate Information Packets available.
July 20, 2026	First day Conroe ISD offices will be open to accept filings for the General Election.
August 17, 2026	Election Order Deadline.
August 17, 2026, by 5:00 p.m.	Last day to file for place on general election ballot.
August 17, 2026, at 5:05 p.m.	Drawing for ballot position.
August 21, 2026	Last day to file Declaration of Write-in Candidacy.
August 24, 2026	Candidate Withdrawal Deadline.
October 5, 2026	Last day to register to vote.
October 13, 2026	Required Postings Complete
October 19, 2026	First day of early voting by Personal Appearance.
October 30, 2026	Last day of early voting by Personal Appearance.
November 3, 2026	Election Day
November 10, 2026 Special Board Meeting	Canvassing of Election Returns
November 17, 2026 Regular Board Meeting.	Swearing in of new Board Members.

2-67
Prescribed by Secretary of State
Section 141.035, Texas Election Code; Section 552.1175, Government Code
1/2026

REQUEST FOR CONFIDENTIALITY FOR CANDIDATES UNDER TEXAS GOVERNMENT CODE

Pursuant to Section 552.1175 of the Texas Government Code, if you are one of the qualifying individuals listed in Step 2 below, you may request that information from your candidate application which identifies your home address, home telephone number, emergency contact information, date of birth, social security number, or whether you have family members be restricted from public access. By completing and submitting this form to the filing authority with whom you filed your candidate application, you are requesting the confidentiality of the information as stated above. You must attach a photocopy of documentation showing that you are eligible for confidentiality. If you want to rescind this confidentiality request, you must do so in writing to the filing authority with whom you filed your candidate application.

<table>
<tr><td rowspan="5">STEP 1
Identify Candidate Requesting Confidentiality</td><td>Name</td><td>Date of Birth (mm/dd/yyyy)</td></tr>
<tr><td colspan="2">Residence Address (number and street)</td></tr>
<tr><td colspan="2">City, State, and Zip Code</td></tr>
<tr><td>VUID Number (optional)</td><td>County of Residence</td></tr>
<tr><td>STEP 2
Qualification (check one)</td><td colspan="2">☐ Current or honorably retired peace officers as defined by Article 2A.001, Code of Criminal Procedure, or special investigators as described by Article 2A.002, Code of Criminal Procedure;

☐ Current or honorably retired county jailers as defined by §1701.001, Occupations Code;

☐ Current or former employees of the Texas Department of Criminal Justice or of the predecessor in function of the department or any division of the department;

☐ Commissioned security officers as defined by §1702.002, Occupations Code;

☐ A current or former district attorney, criminal district attorney, or county or municipal attorney whose jurisdiction includes any criminal law or child protective services matters;

☐ A current or former employee of a district attorney, criminal district attorney, or county or municipal attorney whose jurisdiction includes any criminal law or child protective services matters;

☐ Officers and employees of a community supervision and corrections department established under Chapter 76 who perform a duty described by §76.004(b), Government Code;

☐ Criminal investigators of the U.S. as described by Article 2A.002(a), Code of Criminal Procedure;

☐ Current or honorably retired police officers and inspectors of the United States Federal Protective Service;</td></tr>
</table>

STEP 2 **Qualification** **(check one)**	☐ Current or former employees of the Office of the Attorney General and a family member of the current or former employee; ☐ Current or former juvenile probation and detention officers certified by the Texas Juvenile Justice Department, or the predecessors in function of the department, under Title 12, Human Resources Code; ☐ Current or former employees of a juvenile justice program or facility, as defined by §261.405, Family Code; ☐ Current or former employees of the Texas Juvenile Justice Department or the predecessors in function of the department; ☐ Current or former employees of the Texas Civil Commitment Office or of the predecessor in function of the office or a division of the office; ☐ Current or former child protective services caseworker, adult protective services caseworker, or investigator for the Department of Family and Protective Services or a current or former employee of a department contractor performing child protective services caseworker, adult protective services caseworker, or investigator functions for the contractor on behalf of the department; ☐ A firefighter, volunteer firefighter, or emergency medical services personnel as defined by Section 773.003, Health and Safety Code; ☐ Current or former member of the United States Army, Navy, Air Force, Coast Guard, or Marine Corps, an auxiliary service of one of those branches of the armed forces, or the Texas military forces as defined by Section 437.001, Government Code; ☐ Current or former United States attorney, assistant United States attorney, federal public defender, deputy federal public defender, or assistant federal public defender, and their spouse or child; ☐ Federal judges and state judges as defined by §1.005, Election Code; ☐ An elected public officer; ☐ Current or former employee of a public defender's office as defined by Article 26.044(a), Code of Criminal Procedure; ☐ Current or former election officials as defined by §1.005, Election Code, or employee, volunteer, or designee of an election official, or an employee of the Secretary of State's office who performs duties relating to elections; ☐ Current members of the governing board of an institution of higher education or a private or independent institution of higher education as defined by §61.003, Education Code;

STEP 2 **Qualification** **(check one)**	☐ Current chancellors or other chief executive officer of a university system as defined by §61.003, Education Code; ☐ Current presidents or other chief executive officer of an institution of higher education or a private or independent institution of higher education as defined by §61.003, Education Code; ☐ A current or former county clerk, district clerk, or county and district clerk, or a current or former employee of the office of a county clerk, district clerk, or county and district clerk or municipal court personnel; ☐ A current or former employee whose duties relate to court administration, including a court clerk, court coordinator, court administrator, juvenile case manager, law clerk, or staff attorney; ☐ A current or former employee of the Office of Court Administration of the Texas Judicial System and entities administratively attached to the office; ☐ A current or former employee or commissioner of the State Commission on Judicial Conduct; or ☐ Family members, as defined under Section 31.006, Finance Code, of the above list of individuals eligible for address confidentiality.
STEP 3 **Evidence of Status**	I have attached a photocopy of documentation showing evidence of my qualification (proof of the qualification claimed above in Step 2).
STEP 4 **Sign and Date**	I certify that the information in this document and any information attached are true and correct to the best of my knowledge and belief. X _____ Signature _____ Date (mm/dd/yyyy) **Making a false statement on this form is a Class A misdemeanor or a state jail felony. [Texas Penal Code §37.10]**
STEP 5 **Return this form**	Return this form to: Candidate Filing Authority _____ _____ or fax/email to _____
For Office Use Only	VUID # _____ Documentation received? Yes ___ No ___ Confidentiality Approved? Yes ___ No ___ Signature of Filing Authority _____ Date: _____/_____/_____ Comments: _____

Print Reset

2-67
Prescrito por el Secretario de Estado
Secciones 141.035, Código Electoral de Texas; 552.1175, Código Gubernamental
1/2026

SOLICITUD DE CONFIDENCIALIDAD PARA CANDIDATOS SEGÚN EL CÓDIGO GUBERNAMENTAL DE TEXAS

Conforme a la Sección 552.1175 del Código Gubernamental de Texas, si usted es uno de los individuos calificados que se enumeran en el Paso 2 a continuación, puede solicitar que se restrinja el acceso público a la información de su solicitud de candidatura que identifique su domicilio, el número de teléfono de su casa, la información de contacto de emergencia, la fecha de nacimiento, el número del seguro social o si tiene familiares. Al completar y enviar este formulario a la autoridad de presentación ante la que presentó su candidatura, usted solicita la confidencialidad de la información arriba indicada. Debe adjuntar una fotocopia de la documentación que demuestre que es elegible para la confidencialidad. Si desea rescindir esta solicitud de confidencialidad, debe hacerlo por escrito a la autoridad de presentación ante la que presentó su candidatura.

<table>
<tr><td rowspan="4">PASO 1
Identificar al candidato que solicita la confidencialidad</td><td>Nombre</td><td>Fecha de nacimiento (mm/dd/aaaa)</td></tr>
<tr><td colspan="2">Dirección de residencia (número y calle)</td></tr>
<tr><td colspan="2">Ciudad, Estado y Código Postal</td></tr>
<tr><td>VUID – Número Único de Identificación de Votante</td><td>Condado de residencia</td></tr>
<tr><td>PASO 2
Calificación (marque uno)</td><td colspan="2">☐ Agente de paz en servicio activo u honorablemente retirado, según se definen en el Artículo 2A.001 del Código de Procedimiento Penal, o investigador especial según se describe en el Artículo 2A.002 del Código de Procedimiento Penal;

☐ Carcelero del condado en servicio activo u honorablemente retirado, tal y según se define en §1701.001, Código de Ocupaciones;

☐ Empleado actual o anterior del Departamento de Justicia Criminal de Texas o del predecesor en función del departamento o cualquier división del departamento;

☐ Oficial de seguridad comisionado, tal como se define en §1702.002, Código de Ocupaciones;

☐ Un fiscal de distrito actual o anterior, un fiscal de distrito criminal, un fiscal del condado o fiscal municipal cuya jurisdicción incluya cualquier asunto de derecho penal o de servicios de protección infantil;

☐ Un empleado actual o anterior de un fiscal de distrito, fiscal de distrito criminal, fiscal del condado o fiscal municipal cuya jurisdicción incluya cualquier asunto de derecho penal o de servicios de protección infantil;

☐ Funcionario y empleado de un departamento de supervisión y correcciones comunitaria establecido bajo el Capítulo 76 que desempeña un deber descrito por §76.004(b), Código Gubernamental;

☐ Investigadores criminales de los Estados Unidos como se describe en el Artículo 2A.002(a), Código de Procedimiento Penal;</td></tr>
</table>

PASO 2 **Calificación** **(marque uno)**	☐ Oficial de policía actual u honorablemente jubilado e inspectores del Servicio de Protección Federal de los Estados Unidos; ☐ Empleados actuales y anteriores de la Oficina del Fiscal General y familiares de los empleados actuales o anteriores; ☐ Funcionarios actuales o anteriores de libertad condicional y detención de menores certificados por el Departamento de Justicia Juvenil de Texas, o los predecesores en función del departamento, según el Título 12, Código de Recursos Humanos; ☐ Empleados actuales o anteriores de un programa o centro de justicia juvenil, tal como se define en §261.405, Código de Familia; ☐ Empleados actuales o anteriores del Departamento de Justicia Juvenil de Texas o los predecesores en función del departamento; ☐ Empleados actuales o anteriores de la Oficina de Compromiso Civil de Texas o del predecesor en función de la oficina o una división de la oficina; ☐ Trabajadores de casos de los servicios de protección de menores actuales o anteriores, trabajadores de casos de servicios de protección para adultos o investigadores del Departamento de Servicios de Familia y Protección o un empleado actual o anterior de un contratista del departamento que realiza servicios de protección infantil, servicios de protección para adultos, o funciones de investigación para el contratista en nombre del departamento; ☐ Un bombero, bombero voluntario o personal de servicios médicos de emergencia, según se define en la Sección 773.003 del Código de Salud y Seguridad; ☐ Miembro actual o anterior del Ejército de los Estados Unidos, la Armada de los Estados Unidos, la Fuerza Aérea de los Estados Unidos, la Guardia Costera de los Estados Unidos o la Infantería de Marina de los Estados Unidos, un servicio auxiliar de una de esas ramas o las fuerzas militares de Texas, tal como se define en la Sección 437.001, Código Gubernamental; ☐ Fiscal de los Estados Unidos actual o anterior, fiscal adjunto de los Estados Unidos, defensor público federal, defensor público federal adjunto o defensor público federal auxiliar y el cónyuge o hijo; ☐ Jueces federales y jueces estatales tal como se definen en §1.005, Código Electoral; Funcionario público electo; ☐ Empleado actual o anterior de una oficina de defensa pública tal y como se define en el Artículo 26.044(a) del Código de Procedimiento Penal; ☐ Funcionarios electorales actuales o anteriores, tal y como se definen en §1.005 del Código Electoral, o empleados, voluntarios o personas designadas por un funcionario electoral, o empleados de la oficina del Secretario de Estado que desempeñen funciones relacionadas con las elecciones;

PASO 2 **Calificación (marque uno)**	☐ Los miembros actuales del consejo rector de una institución de educación superior o de una institución de educación superior privada o independiente, tal y como se define en §61.003 del Código de Educación; ☐ Los cancilleres actuales u otros directores ejecutivos de un sistema universitario, tal y como se define en §61.003 del Código de Educación; ☐ Los actuales presidentes u otros directores ejecutivos de una institución de educación superior o de una institución de educación superior privada o independiente, tal y como se define en §61.003 del Código de Educación; ☐ Un secretario del condado, secretario de distrito o secretario de condado y distrito, actual o anterior, o un empleado actual o anterior de la oficina de un secretario del condado, secretario de distrito o secretario de condado y distrito, o del personal de los tribunales municipales; ☐ Un empleado actual o anterior cuyas funciones estén relacionadas con la administración de los tribunales, incluyendo un secretario del tribunal, coordinador del tribunal, administrador del tribunal, administrador de casos juveniles, auxiliar jurídico ('law clerk'), o abogado del personal ('staff attorney'); ☐ Un empleado actual o anterior de la Oficina de Administración Judicial del Sistema Judicial de Texas y de las entidades adscritas administrativamente a dicha oficina; ☐ Un empleado actual o anterior o un comisionado de la Comisión Estatal de Conducta Judicial; o ☐ Los familiares según la definición de la Sección 31.006 del Código de Finanzas de las personas incluidas en la lista anterior de individuos elegibles para la confidencialidad de la dirección.
PASO 3 **Evidencia del estatus del candidato**	He adjuntado una fotocopia de la documentación que demuestra evidencia de mi calificación (prueba de la calificación reclamada anteriormente en el Paso 2).
PASO 4 **Firma y fecha**	Certifico que la información contenida en este documento y cualquier información adjunta son verdaderas y correctas a mi mejor saber y entender. **X** _____ _____ Firma Fecha (mm/dd/aaaa) **Hacer una declaración falsa en este formulario es un delito menor de Clase A o un delito grave de prisión estatal. [Código Penal de Texas §37.10]**

PASO 5 **Devuelva este formulario**	Devuelva este formulario a: Autoridad de Presentación de Candidaturas _____ _____ o envíe un fax a _____
For Office Use Only	VUID # _____ Documentation received? Yes ☐ No ☐ Confidentiality Approved? Yes ☐ No ☐ Signature of Filing Authority _____ Date: _____/_____/_____ Comments: _____

Imprimir **Limpiar**

Board Members:
Eligibility/Qualifications

Texas Election Code § 141.001. ELIGIBILITY REQUIREMENTS FOR PUBLIC OFFICE.

(a) To be eligible to be a candidate for, or elected or appointed to, a public elective office in this state, a person must:

(1) be a United States citizen;

(2) be 18 years of age or older on the first day of the term to be filled at the election or on the date of appointment, as applicable;

(3) have not been determined by a final judgment of a court exercising probate jurisdiction to be:

(A) totally mentally incapacitated; or

(B) partially mentally incapacitated without the right to vote;

(4) have not been finally convicted of a felony from which the person has not been pardoned or otherwise released from the resulting disabilities;

(5) have resided continuously in the state for 12 months and in the territory from which the office is elected for six months immediately preceding the following date:

(A) for a candidate whose name is to appear on a general primary election ballot, the date of the regular filing deadline for a candidate's application for a place on the ballot;

(B) for an independent candidate, the date of the regular filing deadline for a candidate's application for a place on the ballot;

(C) for a write-in candidate, the date of the election at which the candidate's name is written in;

(D) for a party nominee who is nominated by any method other than by primary election, the date the nomination is made; and

(E) for an appointee to an office, the date the appointment is made;

(6) on the date described by Subdivision (5), be registered to vote in the territory from which the office is elected; and

(7) satisfy any other eligibility requirements prescribed by law for the office.

(a-1) For purposes of satisfying the continuous residency requirement of Subsection (a)(5), a person who claims an intent to return to a residence after a temporary absence may establish that intent only if the person:

(1) has made a reasonable and substantive attempt to effectuate that intent; and

(2) has a legal right and the practical ability to return to the residence.

(a-2) Subsection (a-1) does not apply to a person displaced from the person's residence due to a declared local, state, or national disaster.

(a-3) The authority with whom an application for a place on a general primary election ballot is filed under Section 172.022 shall, to the extent permitted by law, use Subsections (a) and (a-1) in determining whether a candidate meets the residency requirements for a public elective office.

(b) A statute outside this code supersedes Subsection (a) to the extent of any conflict.

Texas Government Code § 601.009. ELECTED OFFICER MUST BE REGISTERED VOTER.

(a) A person may not qualify for a public elective office unless the person is a registered voter.

Texas Constitution Art. XVI, Sec. 14. CIVIL OFFICERS; RESIDENCE; LOCATION OF OFFICES.

All civil officers shall reside within the State; and all district or county officers within their districts or counties, and shall keep their offices at such places as may be required by law; and failure to comply with this condition shall vacate the office so held.

Texas Election Code § 1.015. RESIDENCE.

(a) In this code, "residence" means domicile, that is, one's home and fixed place of habitation to which one intends to return after any temporary absence.

(b) A person may not establish residence for the purpose of influencing the outcome of a certain election.

(c) A person does not lose the person's residence by leaving the person's home to go to another place for temporary purposes only.

(d) A person does not acquire a residence in a place to which the person has come for temporary purposes only and without the intention of making that place the person's home.

(e) A person who is an inmate in a penal institution or who is an involuntary inmate in a hospital or eleemosynary institution does not, while an inmate, acquire residence at the place where the institution is located.

(f) A person may not establish a residence at any place the person has not inhabited. A person may not designate a previous residence as a home and fixed place of habitation unless the person inhabits the place at the time of designation and intends to remain.

Texas Education Code § 11.061. QUALIFICATION AND ORGANIZATION OF TRUSTEES; COMPENSATION.

(a) The trustees first elected or appointed after the creation or incorporation of an independent school district shall file their official oaths with the county judge of the county in which the district or a major portion of the district is situated. After all subsequent elections, the newly elected trustees shall file their official oaths with the president of the board of trustees.

(b) A person may not be elected trustee of an independent school district unless the person is a qualified voter.

(b-1) A person is not eligible to serve as a trustee of an independent school district if the person is required to register as a sex offender under Chapter 62, Code of Criminal Procedure.

(c) Except as provided by Section 11.062, at the first meeting after each election and qualification of trustees, the members shall organize by selecting:

(1) a president, who must be a member of the board;

(2) a secretary, who may or may not be a member of the board; and

(3) other officers and committees the board considers necessary.

(d) The trustees serve without compensation.

Texas Education Code 11.052. SINGLE-MEMBER TRUSTEE DISTRICTS.

* * *

(g) Residents of each trustee district are entitled to elect one trustee to the board. A trustee elected to represent a trustee district at the first election of trustees must be a resident of the district the trustee represents not later than: (1) the 90th day after the date election returns are canvassed; or (2) the 60th day after the date of a final judgment in an election contest filed concerning that trustee district. After the first election of trustees from single-member trustee districts, a candidate for trustee representing a single-member trustee district must be a resident of the district the candidate seeks to represent. A person appointed to fill a vacancy in a trustee district must be a resident of that trustee district. A trustee vacates the office if the trustee fails to move into the trustee district the trustee represents within the time provided by this subsection or ceases to reside in the district the trustee represents. A candidate for trustee representing the district at large must be a resident of the district.

Sec. 11.066. ELIGIBILITY FOR SERVICE BY TRUSTEE CONVICTED OF CERTAIN OFFENSES.

A person is ineligible to serve as a member of the board of trustees of a school district if the person has been convicted of a felony or an offense under Section 43.021, Penal Code.

Texas Education Code § 11.055. APPLICATION TO GET ON BALLOT.

(a) An application of a candidate for a place on the ballot must be filed not later than 5 p.m. of the 78th day before the date of the election. An application may not be filed earlier than the 30th day before the date of the filing deadline.

(b) In a district in which the positions on the board of trustees are not authorized to be designated by number, an applicant is not required to state which other candidate, if any, the applicant is opposing.

(c) An application for a place on the ballot as a candidate for a position on the board of trustees of a school district must include a statement that the candidate is aware that a person is not eligible to serve as a trustee of an independent school district if the person is required to register as a sex offender under Chapter 62, Code of Criminal Procedure.

Texas Education Code § 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.

(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.

(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.

(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.