

**Agenda of Meeting  
Midlothian ISD  
Board of Trustees Regular Meeting**

L.A. Mills Administration Building  
100 Walter Stephenson Road  
Midlothian, Texas 76065

**Monday, December 18, 2023 – 5:30 PM**

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A Regular Meeting of the Board of Trustees of Midlothian ISD will be held Monday, December 18, 2023, beginning at 5:30 PM.

The subjects to be discussed or considered, or upon which any formal action may be taken are listed on the agenda, which is attached to, and made a part of this Notice. Items do not have to be taken in the order shown on this meeting notice.

The open portions of this meeting will be streamed live and recorded. The video will be made available to the public on the District's website.

**PUBLIC COMMENT** – Public comments related to this meeting will be accepted in person only in accordance with the Open Meetings Act and Local District Policy, BED(LOCAL). Members of the public wishing to address the Board during the public comment portion of this regular meeting shall be limited to five minutes, or less, should a change to the allotted time be necessary as determined by the presiding officer based on the meeting.

In-person participants must either sign up online by 4:00 pm the day of the meeting or sign in and complete a "Public Comment Participation Form" and present it to the Board President or designee 10 minutes prior to the start of the meeting. If a completed form for public comment is not received by the applicable deadline posted, the individual will not be able to participate in public comment at this meeting.

In accordance with the Texas Open Meetings Act, Board Members will listen to the comments. The Board, through the presiding officer or Superintendent, can offer factual information, cite Board policy, or direct the administration to investigate items and report back to the Board, but shall not engage in a two-way dialogue with patrons.

**I. FIRST ORDER OF BUSINESS**

- A. Announcement by the presiding officer that a quorum of Board members is present, that the meeting has been duly called, and that notice of the meeting has been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551

**II. CLOSED SESSION as authorized by the Texas Open Meetings Act, Texas Government Code Chapter 551.**

- A. Discussion of Personnel, Texas Government Codes 551.074 - Resignations, Terminations, and Non-renewals of Professional Employees, Employment, Leaves of Absences, Personnel Issues
  - 1. Discuss Recommendation for Naming Irvin Elementary Principal
- B. Discuss Purchase, Exchange, Lease, or Value of Real Property 551.072
- C. Students, Texas Government Code 551.082, 551.0821

1.	Discipline Issues	
2.	Non-Discipline Issues	
D.	Safety and Security	
E.	Deliberation regarding Board Operating Procedures and Board Member Roles and Responsibilities, Pursuant to Texas Government Code Section 551.074.	
III.	<b>RECONVENE TO OPEN SESSION</b>	
IV.	<b>INTRODUCTION OF MEETING</b>	
A.	Invocation	
B.	Pledges of Allegiance	
V.	<b>SUPERINTENDENT REPORT</b>	<b>4</b>
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A.	MISD Mission and Vision	6
B.	MISD Board Pledge	7
C.	Recognition: Heritage High School Football Team	9
VIII.	<b>PUBLIC COMMENT - <i>for Items on the Agenda:</i> Members of the public may address the Board during the public comment portion of the board meeting in accordance with Board policy BED (LOCAL). Individuals wishing to speak shall follow the procedures outlined above.</b>	
IX.	<b>SUBCOMMITTEE REPORT OUT</b>	
A.	Receive an Update from the Human Resource Subcommittee Meeting	12
B.	Receive an Update from the Business and Operations Subcommittee	13
X.	<b>CONSENT AGENDA</b>	
A.	Consider Meeting Minutes	
1.	November 13, 2023 - Regular Meeting Minutes	14
B.	Consider Budget Amendments	19
C.	Consider Approval of Gifts and/or Donations	23
D.	Consider Approving Authorization to Hire	25
XI.	<b>ACTION ITEMS</b>	
A.	Consider Recommendation for Naming the Irvin Elementary Principal	27
B.	Consider Resolution Regarding Employment and Volunteer Policies in Accordance with SB 763	29
C.	Consider Attendance for the TASB Governmental Relations: National Advocacy Event for Texas School Leaders	31
XII.	<b>DISCUSSION</b>	
A.	Discuss Policy Revisions	32
1.	FDA (LOCAL) Admissions: Inter-district Transfers	33
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B.	Discuss Board Standard Operating Procedures	39
XIII.	<b>Action, if any, on Items Discussed in Closed Session</b>	
XIV.	<b>PUBLIC COMMENT <i>for non-agenda items</i></b>	
XV.	<b>Consider Agenda Items/Topics for Upcoming Meetings</b>	
XVI.	<b>ADJOURNMENT OF MEETING</b>	

If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed meeting or session of the Board of Trustees is required, then such closed meeting or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the School 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 School Board may conveniently meet in such closed meeting or session concerning any and all purposes permitted by the Act, including, but not limited to the following sections and purposes:

Texas Government Code Section:

- |          |  |
|----------|--|
| 551.071  | Private consultation with the board's attorney.  |
| 551.072  | Discussing purchase, exchange, lease, or value of real property.   |
| 551.073  | Discussing negotiated contracts for prospective gifts or donations.  |
| 551.074  | Discussing personnel or to hear complaints against personnel.  |
| 551.075  | To confer with employees of the school district to receive information or to ask questions.  |
| 551.076  | Considering the deployment, specific occasions for, or implementation of, security personnel, or devices.  |
| 551.082  | Considering discipline of a public school child, or complaint or charge against personnel.   |
| 551.0821 | Discussing personally identifiable information about a public school student.  |
| 551.083  | Considering the standards, guidelines, terms, or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employees groups. |
| 551.084  | Excluding witnesses from a hearing.  |

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

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or
- (b) at a subsequent public meeting of the School Board upon notice thereof; as the School Board shall determine.

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	Superintendent <i>Good Things</i>	
<b>Agenda Location:</b>	PRESENTATIONS / RECOGNITIONS	
<b>Template Attachments:</b>	No	N/A
<b>If yes, then select what applies:</b>		N/A
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<b>WHY:</b> As we open each meeting, the Superintendent's <i>Good Things</i> provides an opportunity to recognize specific students, staff, and community members.	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 1: Student Success	
<b>Performance Objective:</b> <i>(Primary)</i>	1.1 Multiple Pathways for All Students to Belong	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	Presentation only	
<b>Presenter:</b>	David Belding, Ed.D.	
	Superintendent	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	Trustee Good Things	
<b>Agenda Location:</b>	PRESENTATIONS / RECOGNITIONS	
<b>Template Attachments:</b>	No	N/A
<b>If yes, then select what applies:</b>	N/A	N/A
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<b>WHY:</b> As we open each meeting, Trustees have an opportunity to share "Good Things" recognizing specific students, staff, and community members.	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 1: Student Success	
<b>Performance Objective:</b> <i>(Primary)</i>	1.1 Multiple Pathways for All Students to Belong	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	Presentation only	
<b>Presenter:</b>	Tami Tobey	
	Board President	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	MISD Mission and Vision	
<b>Agenda Location:</b>	PRESENTATIONS / RECOGNITIONS	
<b>Template Attachments:</b>		PDF
<b>If yes, then select what applies:</b>	PDF	PDF
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> As we open each meeting, it is important that we share the MISD Mission and Vision with all participants.</p> <p><b>Mission:</b> <i>The mission of Midlothian ISD is to educate students by empowering them to maximize their potential.</i></p> <p><b>Vision:</b> <i>Inspiring excellence today to change the world tomorrow.</i></p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 1: Student Success	
<b>Performance Objective:</b> <i>(Primary)</i>	1.1 Multiple Pathways for All Students to Belong	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	N/A	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	N/A	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>	AE-EDUCATIONAL PHILOSOPHY	
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	Presentation only	
<b>Presenter:</b>	Tami Tobey	
	Board President	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	Board Pledge	
<b>Agenda Location:</b>	PRESENTATIONS / RECOGNITIONS	
<b>Template Attachments:</b>	Yes	PDF
<b>If yes, then select what applies:</b>	PDF	PDF
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> As we open each meeting, it is important that we share the MISD Board Pledge with all participants.</p> <p><b>WHAT:</b> <i>Pledge is attached to read for the audience.</i></p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Primary)</i>	3.2 Strive to Be a Listening and Learning Organization Aligned with Stakeholder Engagement	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	N/A	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	N/A	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>	BBF-BOARD MEMBERS - ETHICS	
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	Presentation only	
<b>Presenter:</b>	MISD Board of Trustees	

# Midlothian ISD

## Board Member Pledge, 2023-2024

**Mike  
Dillow**

As a member of the Board, I shall promote the best interests of the District as a whole and, to that end, shall adhere to the following ethical standards:

### Student Focused

- I will be continuously guided by what is best for all students of the District.

**Jessica  
Ward**

### Trustworthiness in Stewardship

- I will be accountable to the public by representing District policies, programs, priorities, and progress accurately.
- I will be responsive to the community by seeking its involvement in District affairs and by communicating its priorities and concerns:
- I will work to ensure prudent and accountable use of district resources.
- I will make no personal promise or take private action that may compromise my performance or my responsibilities.

**Gary  
Vineyard**

### Commitment in Service

- I will focus my attention on fulfilling the Board's responsibilities of goal setting, policy making, and evaluation.
- I will diligently prepare for and attend Board meetings.
- I will avoid personal involvement in activities the Board has delegated to the superintendent.
- I will seek continuing education that will enhance my ability to fulfill my duties effectively

**Eduardo  
Gonzalez**

### Equity in Attitude

- I will be fair, just and impartial in all my decisions and actions.
- I will accord others the respect I wish for myself. I will encourage expressions of different opinions and listen with an open mind to others' ideas

**Ed  
Harrison**

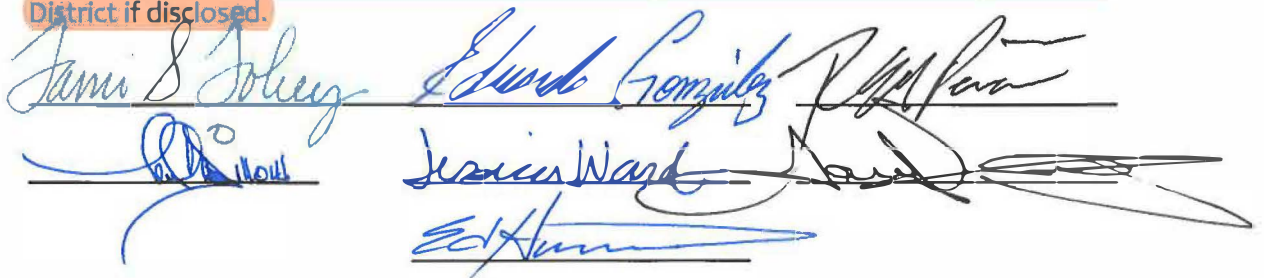
### Honor in Conduct

- I will tell the truth.
- I will share my views while working for consensus.
- I will respect the majority decisions as the decision of the Board.
- I will base my decisions on fact rather than supposition, opinion, or public favor.

**Richard  
Pena**

### Integrity in Character

- I will refuse to surrender judgment to any individual or group at the expense of the District as a whole.
- I will consistently uphold all applicable laws, rules, policies and governance procedures.
- I will not disclose information that is confidential by law or that will needlessly harm the District if disclosed.



Handwritten signatures of the board members: Jami S. Jolley, Eduardo Gonzalez, Richard Pena, Jessica Ward, and Ed Harrison.

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	Recognition of Midlothian Heritage High School Football Team	
<b>Agenda Location:</b>	PRESENTATIONS / RECOGNITIONS	
<b>Template Attachments:</b>	No	
<b>If yes, then select what applies:</b>		
<b>Link to the presentation:</b>		
<b>Background Information</b>	<p><b>Why:</b> MISD provides multiple pathways for students to belong including through extracurriculars. The HHS football team reached a significant milestone in their athletics program. We want to celebrate these student-athletes as a district. <a href="#">Click here</a> to view the list of honorees.</p> <p><b>What:</b> The HHS Jaguars advanced to compete at the Regional Semifinal round of the state football playoffs. The team is the 5-5A Division II District, Bi-District and Area Champs. They had an undefeated season leading up to the semifinal game.</p>	
<b>Strategic Priority: (Primary)</b>	Priority 1: Student Success	
<b>Performance Objective: (Primary)</b>	1.1 Multiple Pathways for All Students to Belong	
<b>Strategic Priority:</b> (Secondary - if needed)		
<b>Performance Objective:</b> (Secondary - if needed)		
<b>Legal Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	N/A	
<b>Presenter:</b>	Tammy Kuykendall	
	Executive Director of Communications	



<u>Name</u>	<u>Class</u>	<u>Position</u>
Noah O'Neal	SR	LB
Temerrick Johnson	SR	DE
Colby Pustejovsky	SR	LB
Tristan Pipkin	SR	LB
Kadyn O'Neal	SR	RB
Freeman Robinson	JR	DB
Stetson Sarratt	SR	WR
Brayden Abila	SO	DB
Carter Rutenbar	JR	QB
Chris Robinson	JR	WR
Ryan Satterwhite	JR	WR
Bradley Waxler	JR	QB
Jack Avants	SR	WR
Easton Kinder	SR	LB
Landon Wright	JR	TE
Marcus Keen	SR	DB
Jordan Soto	SR	K
Braden Bunn	JR	WR
Wayne Tackett	SR	WR
Ryan Kosa	SR	FB
Jayden Moore	JR	DB
Maxim Newton	SR	DE
Jace Bruton	SR	FB
Joel Gomez	SR	DL
Clyde Wilson	SR	RB
Evan Jackson	SR	LB
Jordan Bever	SR	LB
JP Urizar	SR	DL
Donovan Gradiz	SR	LB
Jayce McCoy	JR	WR
Aaron Steed	SR	DB

Thomas Pritchett	SR	DB
Leslie Huggins	SR	DB
Pato Cantu	JR	K
Alex Martinez	SR	DB
Brayson Reeves	SR	DL
Damian Miller	SR	LB
Jaylin Hawkins	SO	LB
Colton Reed	SR	DL
Demerick Isaac	SO	DL
Za'ko Davis	SO	RB
Cooper Farnsworth	JR	OL
Julian Ibanez	SR	OL
Levi Skelton	SR	DL
Carlos Lopez	SR	OL
Braden Henke	SR	DL
Ty Robinson	SR	OL
Braeden Boswell	JR	OL
Dillon Miller	SR	OL
Ethan Belcher	JR	OL
John Proa	SR	WR
Roman Cariaga	SR	DE

### Varsity Coaching Staff

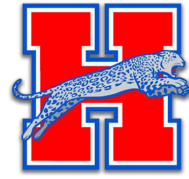
Eric Edwards - Head Football Coach

Blaine Crouse, Ryan Jones, Andrew Ellis  
Kevin Wilson, Mike Martin, Derek Sides,  
James Thomas II

Chris Roberts, Scott Reid, Jason Crawford

### Athletic Trainers

Sophia Gutierrez & Maddie Olofson



**Student Trainers**

Ayziah Bibbs, Abigail Bonner, Aubrey Brown, Heidi Brown  
Kelly Conrad, Elena Cuellar, Hailey Dorsey, Hannah Freudiger  
Cadence Frye, Claudia Hernandez , Brooklyn Houston  
Makayla Kapito, Madelyn Lange, Nic May, Sophie Michalewicz  
Nevaeh Molina, Mia Moore, Marisa Natchke, Meadow Ross  
Caden Stanley , Nour Soueid, Elliott Sullivan  
Bethel Thomas, Edna Urizar, Abby Walling, Abigail Webber

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	Board Subcommittee Report - Administration /Human Resources	
<b>Requires Board Action:</b>	NO	
<b>Agenda Location:</b>	INFORMATION ONLY	
<b>Template Attachments:</b>	No	PDF
<b>If yes, then select what applies:</b>		
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> The HR Subcommittee members for 2023/2024 are: Mike Dillow, Jessica Ward, and Richard Pena (alternate).</p> <p><b>WHAT:</b> This agenda item offers an opportunity for subcommittee members to report and update the Board as a whole.</p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 1: Student Success	
<b>Performance Objective:</b> <i>(Primary)</i>	1.1 Multiple Pathways for All Students to Belong	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference: (1) / (2)</b>	N/A	
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	N/A	
<b>Presenter:</b>	Aaron Williams, Ed.D.	Trustee
	District Leadership	Jessica Ward

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	Board Subcommittee Report - Business and Operations	
<b>Requires Board Action:</b>	NO	
<b>Agenda Location:</b>	INFORMATION ONLY	
<b>Template Attachments:</b>	No	PDF
<b>If yes, then select what applies:</b>		
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> Jessica Ward, Ed Harrision and alternate, Gary Vineyard serve as subcommittee members on the Buiness and Operations Committee for June 2023 / May 2024 with the staff members of the Business and Operations Departments.</p> <p><b>WHAT:</b> This agenda item offers an opportunity for this subcommittee to report and update the Board as a whole.</p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 4: District Operations and Financial Stewardship	
<b>Performance Objective:</b> <i>(Primary)</i>	4.3 Commitment to Financial Stewardship	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 4: District Operations and Financial Stewardship	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	4.1 Systematic Long-range Facility Management	
<b>Legal Reference: (1) / (2)</b>	N/A	
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Presentation only	
<b>Motion:</b>	N/A	
<b>Presenter:</b>	Sandy Bundrick	Ed Harrison
	District Leadership	Trustee

**Minutes of Regular Meeting  
MISD Board of Trustees  
November 13, 2023 / 5:30 pm**

**Board Members Present:** Eduardo González Ed Harrison Richard Peña Tami Tobey Gary Vineyard Jessica Ward

**Board Members Absent:** Mike Dillow

**Administration Present:** David Belding Shelle Blaylock Sandy Bundrick Aaron Williams Tammy Kuykendall

**I. FIRST ORDER OF BUSINESS**

- A. Announcement by the presiding officer that a quorum of Board members is present, that the meeting has been duly called, and that notice of the meeting has been posted in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551  
The meeting was called to order at 5:30 pm.

The Board moved out of open session and into closed session at 5:31 pm.

**II. CLOSED SESSION as authorized by the Texas Open meetings Act, Texas Government Code Chapter 551.**

- A. Discussion of Personnel, Texas Government Code 551.074 - Resignations, Terminations, and Non-renewals of Professional Employees, Employment, Leaves of Absences, Personnel Issues  
B. Discuss Purchase, Exchange, Lease, or Value of Real Property 551.072  
C. Students, Texas Government Code 551.082, 551.0821  
    1. Discipline Issues  
    2. Non-Discipline Issues  
D. Safety and Security  
E. Deliberation Regarding Board Operating Procedures, Communication, Board Responsibilities, Procedures Regarding Superintendent/Board Communications, etc. Pursuant to Texas Government Code Chapter 551.074  
F. Private Consultation with Board's Legal Counsel, Texas Government Code Chapter 551.071

**III. RECONVENE TO OPEN SESSION**

The Board reconvened into open session at 6:34 pm.

**IV. INTRODUCTION OF MEETING**

- A. Invocation  
The invocation was given by Mr. Ed Harrison.  
B. Pledges of Allegiance  
The pledges were led by the Vitovsky Honor Council.

**V. SUPERINTENDENT REPORT**

- So many great things going on in the District but wanted to highlight just a few.
  - State cross country runners did a great job last week.
  - The Veteran's Day performances across the district were exceptional.
  - The swim teams are working really hard.

**VI. TRUSTEE REPORT on Good Things**

- Mr. González mentioned the recent parent Homecoming and how encouraging the video was.
- Mr. González thanked the coaches for the work they are doing.
- Mr. Pena acknowledged the great work within both high school wrestling programs.
- Mr. Pena noted that the Jag football team is doing great! and
- Staff are doing an awesome job leading our students.
- Mr. Vineyard recognized the football coaches and the mentoring they provide to our students.
- Mr. Harrison shared that he appreciated our principals and staff in facilitating the Veteran's Day programs; educating our students on the importance of service.
- Mrs. Ward echoed the many comments from trustees and acknowledged the great job from Mrs. Lewallan and her staff at Frank Seale Middle School on the Veterans Day Program.
- Mrs. Ward also mentioned the many college signings that have taken place this week.
- Mrs. Tobey shared her appreciation for Dr. Belding meeting with the many groups and staff across the District.

**VII. PRESENTATIONS / RECOGNITIONS**

**A. MISD Mission and Vision**

Tami Tobey read the Mission and Vision into the record.

**B. MISD Board Pledge**

Trustees read the pledge.

**C. Recognition: State Fair of Texas Reserve Grand Champion**

MISD congratulated Elizabeth Norwood for exhibiting the Reserve Grand Champion Market Steer of Show at this year's 2023 State Fair of Texas.

**D. Recognition: College Board AP Scholars**

MISD recognized the MHS and Heritage High School 2024 AP Scholars.

**E. Recognition: Navy ROTC Scholarship Awardee**

MISD congratulated James Hooper for being named a \$200,000 Navy ROTC Scholarship recipient.

**F. Recognition: Cross Country State Qualifiers**

MISD congratulated two cross country state qualifiers. Lincoln Husbands (MHS) and Grady Jenkins (HHS) competed Nov 3 in Round Rock at the 5A UIL Cross Country State Championships.

**G. Recognition: Heart of Texas Grand Champion**

MISD congratulated Maddison Whitt for exhibiting the Grand Champion Heart at this year's Heart of Texas show in Waco.

**VIII. PUBLIC COMMENT - *for Items on the Agenda*** Members of the public may address the Board during the public comment portion of the board meeting in accordance with Board policy BED (LOCAL). Individuals wishing to speak shall follow the procedures outlined above.

- Lisa Healy addressed the Board and asked that they support George Ricks for the Ellis County Appraisal District ballot.
- George Ricks introduced himself and asked the Board for support on the Ellis County Appraisal Board ballot.

**IX. School FIRST Public Hearing**

Chief Financial Officer, Sandy Bundrick, presented the annual required School FIRST Public Meeting.

**X. SUBCOMMITTEE REPORT OUT**

- A. Receive and update from the Business and Operations Subcommittee  
Jessica Ward provided an update on the recent Business and Operation Subcommittee Meeting.
- B. Receive an Update from Curriculum and Instruction Subcommittee  
Eduardo González provided an update on the recent Curriculum and Instruction Subcommittee Meeting.

**XI. CONSENT AGENDA**

- A. Consider Meeting Minutes
  - 1. October 17, 2023 - Regular Meeting Minutes
- B. Consider Approval of Vendors for RFP 2324-02 Apparel, Awards, Promotional Items, Signs and Related Services
- C. Consider Approval of Gifts and/or Donations
- D. Consider District and Campus Improvement Plans for 2023-2024
- E. Consider Budget Amendments
- F. Consider Appointing the MISD Representative to the Tax Reinvestment Zone (MDA) Board of Directors
- G. Consider Lonestar Investment Resolution
- H. Consider TexPool Investment Resolution

Eduardo González asked to pull Item D for discussion.

Eduardo González made a motion, seconded by Ed Harrison, to approve the consent agenda, except for Item D, as presented. The motion passed with a vote of 6-0.

**D. Consider District and Campus Improvement Plans for 2023-2024**

Shelle Blaylock provided two options for consideration related to the District Improvement Plan and the specific information/performance objectives requiring Board approval.

Option A - Information provided in Boardbook.

Option B - Information with blanks for future metrics removed.

**Campus Improvement Plans**

Eduardo González made a motion, seconded by Ed Harrison, to approve the 2024 Campus Improvement Plans (Performance Objectives) as presented. The motion passed with a vote of 6-0.

**District Improvement Plans**

Eduardo González made a motion, seconded by Jessica Ward, to table the District Improvement Plan until the Board can have further discussion. It was a tie vote with Eduardo González, Jessica Ward, and Ed Harrison voting for the motion. Gary Vineyard, Tami Tobey, and Richard Peña voted against the motion. President Tobey tabled the item until next month.

**XII. ACTION ITEMS**

- A. Designate Votes to Be Cast and Consider Approval of Resolution of Votes Cast to Elect Directors for the Ellis Appraisal District for 24-25  
Gary Vineyard recommended Dani McElroy serve on the ECAD Board. Ed Harrison spoke in support of George Ricks and Tami Tobey spoke supporting David Hurst.  
Ed Harrison made a motion, seconded by Eduardo González, to award 834 votes to George Ricks with the remaining votes going to David Hurst. The motion failed with a vote of 2-4; Jessica Ward, Gary Vineyard, Tami Tobey, and Richard Peña voted against the motion.

Richard Peña made a motion, seconded by Gary Vineyard, to distribute the 1019 votes evenly among the three candidates (David Hurst, George Ricks and Dani McElroy). After discussion, Mr. Pena rescinded his motion.

Richard Peña made a motion, seconded by Ed Harrison, to award 834 votes to George Ricks and the remaining (185) votes to Dani McElroy. The vote was a tie with Richard Peña, Eduardo González, and Ed Harrison voting for and Tami Tobey, Gary Vineyard, and Jessica Ward voting against the motion. The motion failed.

Eduardo González made a motion to award 834 votes to David Hurst and 185 votes to George Ricks. The motion was seconded by Tami Tobey. The motion passed with a vote of 5-1; Ed Harrison voted against the motion.

- B. Consider Approving Course Additions or Deletions for 2024/2025  
Jessica Ward made a motion, seconded by Richard Peña, to approve the new state-approved innovative courses and previously approved state-adopted innovative courses as presented. The motion passed with a vote of 6-0.
- C. Consider Requisitions Over \$50,000  
Jessica Ward made a motion, seconded by Richard Peña, to approve the requisitions over \$50,000 as presented. The motion passed with a vote of 6-0.

**XIII. INFORMATION ONLY**

- A. Aramark Food Service Report  
Aramark representatives provided an overview of the current food service program for Midlothian ISD.
- B. Balanced Scorecard: Priority 4 - District Operations and Financial Stewardship  
Sandy Bundrick provided an update on the status of Priority 4: District Operations and Financial Stewardship and the work within the key strategic actions aligned to the performance objectives adopted by the Board.

**XIV. Action, if any, on Items Discussed in Closed Session**  
**N/A**

**District Improvement Plans (*Revisit to correct the tie vote.*)**

Eduardo González made a motion to approve Consent Agenda Item D with Option A as presented. Jessica Ward seconded the motion. The motion passed unanimously.

**XV. PUBLIC COMMENT *for non-agenda items***

There were no public comments for this portion of the meeting.

**XVI. Trustee Recognition**

Trustees selected campuses to visit during the December/January time frame for Board recognition.

Richard Peña - Walnut Grove MS / MHS

Ed Harrison - Heritage HS / Mt. Peak Elementary

Tami Tobey - Dieterich MS / Coleman Elementary

Eduardo González - McClatchey / Vitovsky Elementary

Gary Vineyard - Miller Elementary / Frank Seale MS

Jessica Ward -The MILE / Longbranch Elementary

Mike Dillow - Irvin Elementary / Baxter Elementary

**XVII. Consider Agenda Items/Topics for Upcoming Meetings**

- Review of the Board Operating Procedures
- DEA (local) and CE (local) Policy Reviews
- Previous requests are in subcommittees at this time.
- Consider consolidating public comment portions of the meeting.

**XVIII. ADJOURNMENT OF MEETING**

Richard Peña made the motion, seconded by Jessica Ward, to adjourn the meeting. The motion passed unanimously.

The meeting adjourned at 9:13 pm

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**Board President**

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**Board Secretary**

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**December 18, 2023**

**Date**

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	Consider Budget Amendments	
<b>Agenda Location:</b>	CONSENT	
<b>Template Attachments:</b>	Yes	PDF
<b>If yes, then select what applies:</b>	PDF	PDF
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> To amend the annual budget to allow expenditures to be spent from the correct function according to TEA guidelines.</p> <p><b>WHAT:</b></p> <p><b>General Fund:</b>          Revise budget for previous Board approved donations of \$1,183 yard signs for JAV teacher and students of the month, \$500 pool table and ping pong table to Transportation, \$1,500 piano for FSMS Choir.          Transfer \$400 from Extra/Co-Curricular and \$3,740 from Staff Development for Instruction for supplies for FSMS.          Transfer \$10,000 from Instruction to Extra/Co-Curricular for MHS JROTC competitions.          Transfer \$2,715 from Counseling Services and \$2,000 from Security to School Leadership for MHS TASSP Conference.          Transfer \$237 from Extra Curricular to School Leadership for MHS TASSP Conference.</p> <p><b>Campus Holdback Allocations</b>          Transfer \$16,316 from Instruction to Media Services (\$4,000) and School Leadership (\$12,316) for MHS library books, administrative travel and supplies.          Transfer \$25,000 from Instruction to School Leadership (\$10,000), Extra Curricular (\$13,000) and Security (\$2,000) for HHS administrative supplies and travel, extra curricular student travel and security supplies.          Transfer \$4,660 from Instruction to Security (\$2,660) and School Leadership (\$2,000) for FSMS for technology, software and supplies.</p>	

	<p>Transfer \$7,500 from Instruction to Media Services (\$4,700), School Leadership (\$1,800) and Extra Curricular (\$1,000) for WGMS for library books, administrative travel and supplies and extracurricular student travel.</p> <p>Transfer \$8,100 from Instruction to Counseling Services (\$1,100), Health Services (\$1,000), Extra Curricular (\$4,000) and Staff Development (\$2,000) for DMS for counseling supplies, nursing supplies, extracurricular student travel and staff development food for meetings.</p> <p>Transfer \$2,232 from Instruction to Media Services (\$1,682) and School Leadership (\$550) for Baxter for library books and administrative travel.</p> <p>Transfer \$2,200 from Instruction to School Leadership (\$1,200) and Staff Development (\$1,000) for Longbranch for employee travel.</p> <p>Transfer \$1,700 from Instruction to Media Services (\$1,000), Health Services (\$200) and Security (\$500) for Mt. Peak for library books, nursing supplies and security supplies. Transfer \$1,685 from Instruction to Media Services for JAV for library books.</p> <p>Transfer \$2,000 from Instruction to School Leadership for Miller for supplies.</p> <p>Transfer \$1,500 from Instruction to School Leadership (\$1,000) and Counseling Services (\$500) for McClatchey for administrative travel and counseling supplies.</p> <p>Transfer \$6,500 from Instruction to Health Services (\$1,000), School Leadership (\$1,000), Professional Development (\$1,000), Security (\$500), and Media Services (\$3,000) for Coleman for supplies.</p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 4: District Operations and financial Stewardship	
<b>Performance Objective:</b> <i>(Primary)</i>	4.3 Commitment to Financial Stewardship	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	N/A	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	N/A	
<b>Legal Reference: (1) / (2)</b>	Texas Education Agency	N/A
<b>Policy Reference: (1) / (2)</b>	CE-ANNUAL OPERATING BUDGET	
<b>Fiscal Impact/Budget Function Code:</b>	None	
<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	
<b>Motion:</b>	Presented as a consent item. If the item is pulled from the consent agenda, the motion might be: "I make a motion to approve the budget amendment to the 2023-2024 budget as presented."	
<b>Presenter:</b>	Sandy Bundrick	
	District Leadership	

Adopted/Amended Budgets for Funds 170, 180, and 199 (Library, Athletics, & General Fund)

	<u>% OF BUDGET</u>	<u>ORIGINAL BUDGET TOTALS</u>	<u>PREVIOUS AMENDMENTS</u>	<u>THIS AMENDMENT</u>	<u>AMENDED BUDGET TOTALS</u>	<u>% OF BUDGET</u>
<b>Revenues</b>						
57 Local	67.60%	\$85,851,489	(\$16,318,388)	\$3,183 [1]	\$69,536,284	55.00%
58 State	30.72%	\$39,023,117	\$15,734,703	\$0	\$54,757,820	43.31%
59 Federal	1.68%	\$2,140,000	\$0	\$0	\$2,140,000	1.69%
79 Other Resources	0.00%	\$0	\$0	\$0	\$0	0.00%
Total Revs FY23-24	100.00%	<u>\$127,014,606</u>	<u>(\$583,685)</u>	<u>\$3,183</u>	<u>\$126,434,104</u>	100.00%
<b>Expenditures</b>						
<b>FUNCTION</b>						
				[1] [2] [3] [6] [7] [8] [9] [10] [11] [12] [13] [14] [15] [16]		
11 Instruction	47.41%	\$60,204,123	\$54,795	(\$82,718) [17]	\$60,176,200	47.59%
12 Media Services	0.92%	\$1,169,849	\$0	\$16,067 [6] [9] [11] [13] [14] [17]	\$1,185,916	0.94%
13 Staff Development	1.38%	\$1,755,882	(\$63,059)	\$260 [2] [10] [12] [17]	\$1,693,083	1.34%
21 Instructional Administration	0.98%	\$1,247,869	(\$5,556)		\$1,242,313	0.98%
				[1] [4] [5] [6] [7] [8] [9] [11] [12] [15] [16]		
23 School Leadership	4.57%	\$5,806,070	\$0	\$36,966 [17]	\$5,843,036	4.62%
31 Counseling Services	3.42%	\$4,349,307	\$9,846	(\$1,115) [4] [10] [16]	\$4,358,038	3.45%
32 Social Work Services	0.00%	\$0	\$0		\$0	0.00%
33 Health Services	0.94%	\$1,193,997	\$600	\$2,200 [10] [13] [17]	\$1,196,797	0.95%
34 Transportation	3.02%	\$3,841,877	\$0	\$500 [1]	\$3,842,377	3.04%
36 Extra/Co-Curricular Activities	3.81%	\$4,834,656	\$3,374	\$27,363 [2] [3] [4] [5] [7] [9] [10]	\$4,865,393	3.85%
41 Central Administration	3.20%	\$4,058,271	\$0		\$4,058,271	3.21%
51 Maintenance	10.23%	\$12,991,533	\$264,815		\$13,256,348	10.48%
				[4] [7] [8] [13] [17]		
52 Security	1.69%	\$2,144,100	\$0	\$3,660 [17]	\$2,147,760	1.70%
53 Data Processing	1.50%	\$1,908,220	\$0		\$1,908,220	1.51%
61 Community Services	0.00%	\$0	\$0		\$0	0.00%
71 Debt Service	0.00%	\$0	\$0		\$0	0.00%
81 Facilities	0.00%	\$0	\$0		\$0	0.00%
95 JJAEP	0.03%	\$40,000	\$0		\$40,000	0.03%
97 Payments to Tax Increment Fund	16.14%	\$20,499,852	(\$848,500)		\$19,651,352	15.54%
99 Tax Costs	0.76%	\$969,000	\$0		\$969,000	0.77%
Total Exps FY23-24	100.00%	<u>\$127,014,606</u>	<u>(\$583,685)</u>	<u>\$3,183</u>	<u>\$126,434,104</u>	100.00%
<b>Budgeted Increase / (Decrease) to Fund Balance</b>						
		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	

[1] Revise Budget for donated yard signs for JAV teacher and student of the month (\$1,183), pool table and ping pong table for Transportation (\$500) and a piano for FSMS Choir (\$1,500).

[2] Transfer \$4,140 from Extra/Co-Curricular (\$400) and Staff Development (\$3,740) to Instruction for supplies for FSMS.

[3] Transfer \$10,000 from Instruction to Extra/Co-Curricular for MHS JROTC competitions.

[4] Transfer \$4,715 from Counseling Services (\$2,715) and Security (\$2,000) to School Leadership for MHS TASSP Conference.

[5] Transfer \$237 from Extra Curricular to School Leadership for MHS TASSP Conference.

**Campus Holdback Transfers**

[6] Transfer \$16,316 from Instruction to Media Services (\$4,000) and School Leadership (\$12,316) for MHS library books, administrative travel and supplies.

- [7] Transfer \$25,000 from Instruction to School Leadership (\$10,000), Extra Curricular (\$13,000) and Security (\$2,000) for HHS administrative supplies and travel, extracurricular student travel and security supplies.
- [8] Transfer \$4,660 from Instruction to Security (\$2,660) and School Leadership (2,000) for FSMS for technology, software and supplies.
- [9] Transfer \$7,500 from Instruction to Media Services (\$4,700), School Leadership (\$1,800) and Extra Curricular (\$1,000) for WGMS for library books, administrative travel and supplies and extracurricular student travel.
- [10] Transfer \$8,100 from Instruction to Counseling Services (\$1,100), Health Services (\$1,000), Extra Curricular (\$4,000) and Staff Development (\$2,000) for DMS for counseling supplies, nurse supplies, extracurricular student travel and staff development food for meetings.
- [11] Transfer \$2,232 from Instruction to Media Services (\$1,682) and School Leadership (\$550) for Baxter for library books and administrative travel.
- [12] Transfer \$2,200 from Instruction to School Leadership (\$1,200) and Staff Development (\$1,000) for Longbranch for employee travel.
- [13] Transfer \$1,700 from Instruction to Media Services (\$1,000), Health Services (\$200) and Security (\$500) for Mt. Peak for library books, nursing supplies and security supplies.
- [14] Transfer \$1,685 from Instruction to Media Services for JAV for library books.
- [15] Transfer \$2,000 from Instruction to School Leadership for Miller for supplies.
- [16] Transfer \$1,500 from Instruction to School Leadership (\$1,000) and Counseling Services (\$500) for McClatchey for administrative travel and counseling supplies.
- [17] Transfer \$6,500 from Instruction to Health Services (\$1,000), School Leadership (\$1,000), Professional Development (\$1,000), Security (\$500), and Media Services (\$3,000) for Coleman for supplies.

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	Consider Approval of Gifts and/or Donations	
<b>Agenda Location:</b>	CONSENT	
<b>Template Attachments:</b>	Yes	PDF
<b>If yes, then select what applies:</b>	PDF	PDF
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY: Based upon local policy:</b> The Board delegates to the Superintendent the authority to accept unsolicited gifts on behalf of the District. However, 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. Once accepted, a gift becomes the sole property of the District</p> <p><b>WHAT:</b> Each month the Board is provided an update of gifts and donations to be accepted. NOTE: A running annual total is provided for tracking purposes.</p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 4: District Operations and Financial Stewardship	
<b>Performance Objective:</b> <i>(Primary)</i>	4.3 Commitment to Financial Stewardship	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>	CDC-OTHER REVENUES - GIFTS AND SOLICITATIONS	
<b>Fiscal Impact/Budget Function Code:</b>	Varies each month based upon the value of donations and gifts received.	
<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	
<b>Motion:</b>	This is a consent agenda item: however, if needed a motion might be, "I move to approve the Gifts and Donations as presented."	
<b>Presenter:</b>	David Belding, Ed.D.	
	Superintendent	

# December 2023 GIFTS AND DONATIONS

Running Total: \$93,368.15

MHS Tennis	\$5,000 monetary donation for tournament expenses, team meals, winter jackets and future panther events	MHS Tennis Booster club
MHS Tennis	Stand-up banner with carrying case and stand for the team to have at meets with an estimated cost of \$37.50	Anonymous
HHS Boys' Basketball	\$4,728.84 monetary donation for team meals during 23/24	Heritage Hoop Fans, Inc.
Heritage Girls Soccer	\$522.85 monetary donation for hotel rooms for Coaches when traveling to the College Station Tournament	Heritage HS Girls Soccer Inc.
MHS Ag Mechanics students	\$3,000 monetary donation for class/competition project supplies	Wild Game Dinner
Heritage Belles	\$200 monetary donation	MDBA Heritage Days
Heritage Belles	\$100 monetary donation	Oasis Pools
MHS Band	\$100 monetary donation	Community Med Urgent Care
Heritage Softball	\$7,184 monetary donation for softball jackets, helmets, socks, belts, undershirts, rolling field screen, team bonding trip for tournaments, and hotel and meals for Coaches on out-of-town tournament	Heritage Softball Booster Club
Heritage Boys' Soccer	\$860.76 monetary donation for coaches' hotel rooms for Varsity tournament and Top Gold Team bonding activity	Heritage Boys Booster Club
Heritage Boys Basketball	\$900 monetary donation for basketball banners	Heritage Hoop Fans, Inc.
MHS Ag Mechanics	\$3,000 monetary donation	Wild Game Dinner
MHS 24	\$9,100 monetary donation for painted parking spots	Class of 2024 Project Graduation
MHS Cheer	\$6,267.50 monetary donation to help with competition team travel expenses to Nationals	MHS Cheer Boosters
Miller	\$840 monetary donation for 5th grade trip	Miller PTO



**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	<b>Consider Authorizing Superintendent, Interim Superintendent, Acting Superintendent or Designee to Hire Contractual Personnel Between January 1, 2024 and December 31, 2024</b>	
<b>Requires Board Action:</b>	YES	
<b>Agenda Location:</b>	CONSENT	
<b>Template Attachments:</b>	No	
<b>If yes, then select what applies:</b>		
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> Board Policy DC (LOCAL) states, in part, "... the Board may authorize the Superintendent to hire contractual personnel within a specified period of time set by the Board." The Board has (consent agenda) approved in previous meetings, as to authorize the superintendent to hire contractual personnel including all employees Pay Grade 6 and below with the exception of principals.</p> <p><b>WHAT:</b> This agenda item simply designates the time frame which the Superintendent, Interim Superintendent, Acting Superintendent or Designee has the authority to hire contractual personnel (January 1, 2024 through December 31, 2024).</p>	
<b>Strategic Priority: (Primary)</b>	Priority 4: District Operations and Financial Stewardship	
<b>Performance Objective: (Primary)</b>	4.3 Commitment to Financial Stewardship	
<b>Strategic Priority: (Secondary - if needed)</b>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective: (Secondary - if needed)</b>	3.2 Strive to Be a Listening and Learning Organization Aligned with Stakeholder Engagement	
<b>Legal Reference: (1) / (2)</b>		
<b>Policy Reference: (1) / (2)</b>	DC-EMPLOYMENT PRACTICES	
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	

<b>Motion:</b>	Presented as a consent agenda item; however, if pulled for discussion a motion might be, "I move to authorize the Superintendent, Interim Superintendent, Acting Superintendent or Designee to hire contractual personnel January 1, 2024 - December 31, 2024.	
<b>Presenter:</b>	David Belding, Ed.D.	
	District Leadership	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	<b>Consider Recommendation for Naming Irvin Elementary Principal</b>	
<b>Agenda Location:</b>	ACTION	
<b>Template Attachments:</b>	No	N/A
<b>If yes, then select what applies:</b>	N/A	N/A
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p><b>WHY:</b> 2.2c Establish systems of support and development opportunities for all staff aligned to their estimated potential</p> <p><b>WHAT:</b> 2.3.a Develop and implement a comprehensive organizational plan designed to appropriately align people and resources to accomplish the mission, goals, and objectives of MISD</p> <p>More than 50 applicants were initially screened for the position of Principal at Irvin Elementary School. After a screening round that consisted of a review of application documents and a qualification check, ten candidates were selected to be interviewed in the second, in-person round.</p> <p>In this round, each prepared a data presentation, participated in two simulation scenarios, and answered a set of interview questions led by a team of eight district and campus administrators as well as two teachers nominated from among their peers.</p> <p>Candidates were scored independently and four individuals were selected to move to the final round held on December 8th. Reference checks were performed on all four candidates at this time. Participants in the final round prepared a 30-60-90 day entry plan and answered interview questions with the Superintendent, Chief Academic Officer, Chief Financial Officer, Chief Human Capital Officer, Executive Director of Communications, and Executive Director of Leadership Development. A single, highly-qualified candidate is being recommended for Principalship at Irvin Elementary.</p>	
	Input for this process was gathered in-person with staff at Irvin in a meeting led by Dr. Belding. Additional feedback was collected in a survey that was sent to parents. Feedback from each was used to develop interview questions and screen applicants.	

<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 2: Capacity Building and Effective Leadership	
<b>Performance Objective:</b> <i>(Primary)</i>	2.3 Development of a High-performaning Organizational System	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	N/A	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	N/A	
<b>Legal Reference: (1) / (2)</b>	N/A	N/A
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	
<b>Motion:</b>	A motion might be, "I move to approve <i>(insert name)</i> as the Principal of <i>(insert campus)</i> ."	
<b>Presenter:</b>	Aaron Williams, Ed.D.	
	District Leadership	

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	<b>Consider resolution regarding employment and volunteer policies in accordance with SB 763</b>	
<b>Requires Board Action:</b>	YES	
<b>Agenda Location:</b>	DISCUSSION/ACTION: ADMINISTRATION & HUMAN RESOURCES	
<b>Template Attachments:</b>	Yes	<a href="#">Resolution</a>
<b>If yes, then select what applies:</b>	N/A	N/A
<b>Link to the presentation:</b>	Yes. See link in the box to the right.	<a href="#">Presentation</a>
<b>Background Information</b>	<p><b>WHY:</b> In the 88th Texas Legislature, SB763 was passed requiring every Independent School District Board to act by March 1, 2024, to determine whether or not to adopt a policy permitting individual campuses to employ chaplains or accept chaplains as volunteers. The bill does not require us to determine whether employees or volunteers will be able to provide chaplain related services (i.e., religious counseling) to students or not, the bill merely requires that you determine whether you will allow campuses to hire chaplains or allow campuses to accept chaplains as volunteers.</p> <p><b>WHAT:</b> Given that we, like most ISDs already permit these individuals to volunteer, we recommend that the school board takes action to reaffirm their existing volunteer policies and programs and the fact that those programs are open to religious and non-religious community members alike. The Human Resources and Student Services Subcommittee has recommended that this is done through the adoption of a board resolution.</p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Primary)</i>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 2: Capacity Building and Effective Leadership	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	2.1 Recruit and Retain High-potential Talent	
<b>Legal Reference: (1) / (2)</b>	Texas Education Agency	N/A
<b>Policy Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	None	
<b>Administration Recommendation</b>	Administration recommends the approval of the agenda item as presented.	
<b>Motion:</b>	A motion might be, "I move to adopt the resolution as presented, in accordance with SB 763."	
<b>Presenter:</b>	Aaron Williams, Ed.D.	
	District Leadership	

**RESOLUTION OF THE  
MIDLOTHIAN INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES**

**WHEREAS**, the Board of Trustees of the Midlothian Independent School District (the “District”) recognizes the newly enacted Section 23.001 of the Texas Education Code permits the District to employ or accept as a volunteer a chaplain to provide support, services, and programs for students as assigned by the Board; and

**WHEREAS**, Senate Bill 763, passed by the 88<sup>th</sup> Texas Legislature, requires each school board to take a record vote by March 1, 2024, on whether to adopt a policy authorizing a campus of the district to employ or accept as a volunteer a chaplain under Education Code, Chapter 23; and

**WHEREAS**, Midlothian ISD currently does not prohibit chaplains or other religiously affiliated persons from applying for employment with the District;

**WHEREAS**, Midlothian ISD currently does not prohibit chaplains or other religiously affiliated persons from applying to serve as a volunteer;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:**

1. Midlothian ISD will continue to permit chaplains and other religiously affiliated persons to apply for employment or volunteer opportunities with the District in accordance with District policy and practice, including Board Policies DC (LOCAL) and GKG (LEGAL); and
2. Achieving the intent of this Resolution will not require any change to Board Policy; and
3. The Board authorizes the Superintendent to take any further actions necessary to effectuate the intent of this Resolution; and
4. A copy of this Resolution shall be placed in the meeting minutes of the Midlothian ISD Board of Trustees, which shall reflect the vote of each trustee on this matter.

Adopted by the vote of the majority of members of the Board of Trustees of the Midlothian ISD present and voting during a lawfully called meeting of the Board on the \_\_\_ day of \_\_\_\_\_, 2023, at which a quorum of the Board was present:

Ayes: \_\_\_\_\_  
Noes: \_\_\_\_\_

Abstentions \_\_\_\_\_

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Tami Tobey, Board President

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Eduardo Gonzalez, Board Secretary

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	Discuss Attendance for the TASB Governmental Relations: National Advocacy Event for Texas School Leaders	
<b>Agenda Location:</b>	Discussion	
<b>Template Attachments:</b>	Yes	PDF
<b>If yes, then select what applies:</b>		
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p>Over the last few years, two to three MISD trustees have attended the TASB Governmental Relations National Advocacy Event in Washington during the month of February.</p> <p>Details for this year's event are:  <b>What:</b> 2024 Texas Federal Advocacy Conference  <b>When:</b> Feb. 12-13, 2024  <b>Where:</b> Willard InterContinental Washington, D.C.  <b>Cost:</b> \$325 early-bird rate (by Dec. 31) and \$375 after Jan. 1</p> <p>Just like in prior years, the District has budgeted to pay for the registration and the trustee will be responsible for the travel and hotel costs.</p> <p>This is will provide a time to discuss if trustees wish to participate this year and if so, who will attend representing MISD. (Last year's attendees were: Tami Tobey, Gary Vineyard, and Jessica Ward.)</p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Primary)</i>	3.2 Strive to Be a Listening and Learning Organization Aligned with Stakeholder Engagement	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>	Priority 4: District Operations and financial Stewardship	
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>	4.1 Systematic Long-range Facility Management	
<b>Legal Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	To be determined.	
<b>Administration Recommendation</b>	This is a Board decision.	
<b>Motion:</b>	A motion might be, "I make a motion that (insert names) attend the 2024 TASB Governmental Relations Event in February 2024.	
<b>Presenter:</b>	David Belding, Ed.D.	Tami Tobey
	Superintendent	Board President

**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	Consider Proposed Amendments to Student Transfer Policies FDA (Local) and FDB (Local).	
<b>Agenda Location:</b>	DISCUSSION	
<b>Template Attachments:</b>	<a href="#">FDA (Local): Amended Version</a>	<a href="#">FDB (Local): Amended Version</a>
<b>If yes, then select what applies:</b>	PDF	PDF
<b>Link to the presentation:</b>	<a href="#">Proposed Policy Amendments to FDA and FDB: Board Presentation</a>	
<b>Background Information</b>	<p><b>WHAT:</b> A committee reviewed our current student transfer policies (FDA and FDB) in comparison with other districts to analyze the potential for improving our verbiage to provide for more consistency and clarity when making decisions regarding student transfers.</p> <p><b>WHY:</b> Some recent student transfer requests were difficult to consider due to the current verbiage of our student transfer policies.</p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Primary)</i>	3.1 Commit to MISD Cultural Tenets in a Way that Ensure Staff and Student Well-being	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>		
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>		
<b>Legal Reference: (1) / (2)</b>	FDA and FDB	
<b>Fiscal Impact/Budget Function Code:</b>		
<b>Administration Recommendation</b>	Discussion only for December	
<b>Motion:</b>	Discussion only for December	
<b>Presenter:</b>	Aaron Williams, Ed.D.	Krista Tipton
	Asst. Superintendent - Administration and Human Resources	Executive Director (ED) - Administration and Student Services

**PROPOSED REVISIONS: 12.11.2023 tj**

**No Interdistrict  
Transfers**

A nonresident student shall not be permitted to attend District schools except as provided below.

**Exceptions**

A resident student who becomes a nonresident during the course of ~~a~~ **the first** semester shall be permitted to continue in attendance for the remainder of the semester **or apply by application with the Superintendent to remain for the year. A resident student who becomes a nonresident during the course of the second semester shall be permitted to continue in attendance for the remainder of the year.**

A nonresident full-time or part-time employee, which excludes a substitute or temporary employee, may request that his or her student be admitted into District schools by filing an application with the Superintendent or designee. Transfers shall be granted for one regular school year at a time, on a tuition-free basis. ~~A student shall be assigned to a campus with available space and instructional staff; however, special consideration shall be given to a child of a full-time employee to attend where the employee is assigned.~~ **Subject to availability of space and staff at the requested grade level and school, the student shall be assigned to the campus at which the employee is assigned, to the appropriate campus within the feeder pattern of the employee's assigned campus, or to the appropriate campus which is geographically closest to the employee's work site.**

*Children of  
Certain  
Contractors*

A nonresident who provides services as a school resource officer or food service employees that are pursuant to a contractual agreement with the District may request that his or her child be admitted into District schools by filing an application with the Superintendent or designee during the transfer application period described below. Transfers shall be granted for one regular school year at a time, on a tuition-free basis. ~~A student shall be assigned to a campus with available space and instructional staff; however, special consideration shall be given to a child of a full-time employee to attend where the employee is assigned.~~ **Subject to availability of space and staff at the requested grade level and school, the child shall be assigned to the campus at which the employee is assigned, to the appropriate campus within the feeder pattern of the employee's assigned campus, or to the appropriate campus which is geographically closest to the employee's work site.**

*Children of First  
Responders*

A nonresident that is defined by law to be a first responder in the local community may request that his or her child be admitted into District schools by filing an application with the Superintendent or

ADMISSIONS  
INTERDISTRICT TRANSFERS

FDA  
(LOCAL)

designee during the transfer application period described below. Transfers provided pursuant to this exception shall be granted for one regular school year at a time, on a tuition-free basis. A student admitted pursuant to this exception shall be assigned to a campus with available space and instructional staff.

For purposes of this exception, a first responder in the local community shall mean an employee of the:

- Midlothian Police Department;
- Ovilla Police and Fire Department; or
- Midlothian Fire Department, which includes emergency medical services.

Deadlines for  
Transfer  
Consideration

Transfer requests by first responders must be submitted in accordance with District procedures between March 1 and the first Thursday in April of the prior school year for consideration.

*Contract for  
Residence Within  
the District*

A nonresident student whose parent or legal guardian anticipates moving into the District and provides evidence, such as a builder's contract, earnest money contract, rental agreement, or a similar document, shall be admitted on a provisional basis of no more than 90 days from the date of the transfer application.

Factors

In approving transfers, the Superintendent or designee shall consider availability of space and instructional staff and the student's disciplinary history and attendance records.

The District shall consider transfer requests from nonresidents in the following prioritized order:

1. Children of full-time employees.
2. Children of nonresidents providing services as a school resource officer or food service employees that are pursuant to a contractual agreement with the District.
3. Children of part-time employees, which excludes children of a substitute or temporary employee.
4. Children of first responders as noted in this policy.

Transfer  
Agreements

A transfer student shall be notified in the written transfer agreement that he or she must follow all rules and regulations of the District. Violation of the terms of the agreement may result in a transfer request not being approved the following year.

Tuition

The Board shall determine within statutory limits the amount of tuition to be charged. Tuition shall be payable at the beginning of the school year or at the beginning of the month, whichever is

ADMISSIONS  
INTERDISTRICT TRANSFERS

FDA  
(LOCAL)

applicable. Tuition shall be prorated at a daily rate for each day of instruction. Payments shall be made to the Superintendent's office. Tuition charges shall terminate on the day the Superintendent's office receives a copy of a certificate of occupancy or other appropriate document confirming occupancy.

Waivers

The Board may waive tuition for a student based on financial hardship upon written application by the student, parent, or guardian. [See FP]

Nonpayment

The District may initiate withdrawal of students whose tuition payments are delinquent.

**UIL Requirements**

All UIL residency requirements shall be enforced and followed by the District.

**Transportation**

A nonresident student admitted under this policy shall be responsible for providing his or her own transportation.

**Appeals**

Any appeals shall be made in accordance with FNG(LOCAL) and GF(LOCAL), as appropriate.

**PROPOSED REVISIONS: 12.5.2023**

<b>Attendance Areas</b>	A student shall be assigned to a school in the attendance area in which he or she resides.
<b>Class Changes</b>	The campus principal shall be authorized to investigate and approve the transfer of a student from one classroom to another on that campus.
<b>Transfers Between Schools</b>	The Superintendent or designee shall be authorized to investigate and approve transfers between schools.
District Assignment	<p>The Superintendent or designee may assign a new student to a campus other than the campus for the attendance area of residence when a campus or grade level reaches capacity. An assignment shall be made to accommodate a sibling of an assigned student. A student who is assigned in this manner shall be placed on a waiting list and offered the opportunity to return to the campus for the attendance area of residence when space becomes available.</p> <p>For the following school year, the student shall be assigned to the campus for the attendance area of residence unless an intradistrict transfer request has been submitted and approved. A student on a District-assigned transfer shall be given priority consideration to remain at the assigned campus. The District shall provide bus transportation only for a District-assigned transfer student, if required.</p> <p>A student who moves to another District attendance zone during the school year shall be permitted to remain in attendance at the same campus for the remainder of the year so long as the parent provides transportation. Effective at the beginning of the next school year, the student shall be required to attend the school in the attendance zone in which he or she resides.</p> <p>A student who has attended a District school for his or her entire junior year and has moved to another District attendance zone may complete his or her senior year at the same school where he or she completed his or her junior year.</p>
Children of District Employees	<p>A child of a District employee may transfer from the assigned campus in the attendance zone in which he or she lives <del>to a campus in which his or her employee/parent works provided that the parent is a full-time employee at a campus, and space for additional students is available at the requested campus.</del> to a campus with space and staff available for the applicable grade level that is the campus at which the employee is assigned, a campus within the feeder pattern of the employee's assigned campus, or the campus which is geographically closest to the</p>

ADMISSIONS  
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB  
(LOCAL)

**employee's work site.** In accordance with UIL rules, a student who requests a transfer under this policy at the first opportunity provided by the District shall retain his or her eligibility for varsity UIL competition.

**If a District employee separates from employment with the District, his or her children who have been granted an intradistrict transfer shall be permitted to continue in attendance on the transferred campus for the remainder of the semester. At that time, the student may apply for an intradistrict transfer to remain at the current campus for the remainder of the year.**

**Sibling Transfers**

**Transfer applications shall be submitted and considered separately for each student seeking transfer, not collectively for a family. The siblings of a student who is attending under a previously approved transfer may apply for transfer to the same campus. The District shall give this transfer priority consideration if the campus and grade level have capacity.**

**Educational  
Services Transfer**

When required educational services for an eligible or qualified student are not offered at the campus in the attendance zone in which the student resides, the District shall provide an educational services transfer, which shall temporarily allow the student to attend the campus where the educational services are provided.

If more than one campus offers the program, the District shall determine which campus the student shall attend. When the student no longer qualifies or stops participating in the services, ~~the educational services transfer shall be canceled; and the student shall be returned to the appropriate campus in the attendance area in which he or she resides at the beginning of the next grading period.~~ **the student shall be permitted to continue in attendance at that campus for the remainder of the semester. At that time, the student may apply for an intradistrict transfer to remain at the current campus for the remainder of the year.**

**Other Types of  
Transfer Requests**

The Superintendent or designee shall be authorized to approve a written request from a parent for an intradistrict transfer, with transportation to be provided by the parent, for one school year only. The District shall grant for a student no more than one transfer per year.

Except as required by law and as provided in this policy, the reasons for which an intradistrict transfer may be granted shall be limited to the following:

ADMISSIONS  
INTRADISTRICT TRANSFERS AND CLASSROOM ASSIGNMENTS

FDB  
(LOCAL)

1. The student was assigned to a new campus as a result of campus attendance zone boundary changes and will be entering the highest grade level for that campus in the next school year. ~~Any younger sibling of the student previously granted an intradistrict transfer shall be permitted to remain at the same campus for one year only.~~ For purposes of this transfer, the written request must be submitted by the annual deadline set by the administration to be effective for the following year.
2. There is an extreme hardship due to family circumstances.
3. The student has a serious medical condition documented by a qualified physician, and the student's identified needs cannot be met at the home campus.
4. The student resides in a different attendance zone from where a new residence is being built within the boundaries of the District.

Transfer Revocation

The Superintendent may revoke a transfer of a student who is repeatedly tardy or absent or has multiple or severe disciplinary infractions in violation of the campus rules or the Student Code of Conduct.

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**Note:** For the transfer of a student who is the victim of bullying or who engaged in bullying, see FDB(LEGAL). For the transfer of a student who attends a persistently dangerous school, becomes a victim of a violent criminal offense, or becomes a victim of sexual assault, see FDE.

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**Midlothian ISD  
BOARDBOOK TEMPLATE**

<b>Board Meeting Date:</b>	December 18, 2023	
<b>Agenda Item:</b>	Discuss and Review Board Standard Operating Procedures	
<b>Agenda Location:</b>	DISCUSSION	
<b>Template Attachments:</b>	Yes	PDF
<b>If yes, then select what applies:</b>		
<b>Link to the presentation:</b>	No presentation for this item.	
<b>Background Information</b>	<p>According to the current Midlothian ISD Board Standard Operating Procedures, there will be an annual review of the Board Operating Procedures at which time trustees in a collaborative manner, for the purposes of re-committing, re-emphasizing, updating and/or revising the procedures and expectations herein. take action to approve in current format.</p> <p>This agenda item provides the opportunity for discussion, revisions, and collaboration in reviewing and updating the Standard Operating Procedures where necessary for the current Board.</p>	
<b>Strategic Priority:</b> <i>(Primary)</i>	Priority 3: Culture, Climate and Safety	
<b>Performance Objective:</b> <i>(Primary)</i>	3.2 Strive to Be a Listening and Learning Organization Aligned with Stakeholder Engagement	
<b>Strategic Priority:</b> <i>(Secondary - if needed)</i>		
<b>Performance Objective:</b> <i>(Secondary - if needed)</i>		
<b>Legal Reference: (1) / (2)</b>		
<b>Fiscal Impact/Budget Function Code:</b>	N/A	
<b>Administration Recommendation</b>	This is a Board decision.	
<b>Motion:</b>		
<b>Presenter:</b>	David Belding, Ed.D.	Tami Tobey
	Superintendent	Board President

# **MIDLOTHIAN ISD**

# **BOARD OF TRUSTEES**

## **Operating Procedures**

Revised June 2022

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# BOARD MEMBER PLEDGE

## Student Focused

- I will be continuously guided by what is best for all students of the District.

## Trustworthiness in Stewardship

- I will be accountable to the public by representing District policies, programs, priorities, and progress accurately.
- I will be responsive to the community by seeking its involvement in District affairs and by communicating its priorities and concerns:
- I will work to ensure prudent and accountable use of district resources.
- I will make no personal promise or take private action that may compromise my performance or my responsibilities.

## Commitment in Service

- I will focus my attention on fulfilling the Board's responsibilities of goal setting, policy making, and evaluation.
- I will diligently prepare for and attend Board meetings.
- I will avoid personal involvement in activities the Board has delegated to the superintendent.
- I will seek continuing education that will enhance my ability to fulfill my duties effectively.

## Equity in Attitude

- I will be fair, just and impartial in all my decisions and actions.
- I will accord others the respect I wish for myself. I will encourage expressions of different opinions and listen with an open mind to others' ideas.

## Honor in Conduct

- I will tell the truth.
- I will share my views while working for consensus.
- I will respect the majority decisions as the decision of the Board.
- I will base my decisions on fact rather than supposition, opinion, or public favor.

## Integrity in Character

- I will refuse to surrender judgment to any individual or group at the expense of the District as a whole.
- I will consistently uphold all applicable laws, rules, policies and governance procedures.
- I will not disclose information that is confidential by law or that will needlessly harm the District if disclosed.

# BOARD MEETING AGENDA

## 1. DEVELOPING BOARD MEETING AGENDA

BE (LOCAL)

### A. Development of the Agenda

1. The Superintendent shall prepare the agenda for all meetings in consultation with the Board President to ensure that the agenda and topics included meet with the Board President's approval.

### B. Placing an Item on the Agenda

1. Any Trustee may request the inclusion of a specific topic on the agenda.
2. A Trustee's request for a specific topic to be included on a meeting agenda shall be submitted to the Board President and Superintendent in writing at least 5 calendar days prior to the date of the meeting.
3. In reviewing the preliminary agenda, the Board President shall ensure that any topics the Board or individual Board members have requested to be addressed are either on that agenda or scheduled for deliberation at an appropriate time in the near future. The Board President shall not have the authority to remove from the agenda a subject requested by a Board member without that Board member's specific authorization.

### C. Finalizing the Agenda

1. The preliminary agenda will be provided to the Board at least 5 calendar days before the scheduled meeting date, in order to provide the Trustees ample time to review the agenda and supporting documentation prepared by the Administration.
2. The final agenda will be delivered to all Board members electronically or in hard copy form on request.

### D. Notifying Board Members of a Board Meeting

1. Board members shall be notified of a meeting through regular channels of communication and a schedule of regular board meetings will be posted for each school year on the MISD website.
2. Board members will be advised by the Superintendent in advance of complex agenda items, and such matters will typically be shared one month in advance at properly called meeting or workshop of the Board, or in weekly board notes.

# BOARD MEETING AGENDA

## E. Use of Consent Agenda

1. A consent agenda shall include items of routine or reoccurring nature grouped together under one action item (e.g., annual renewals; budget amendments; gifts, donations and bequests; minutes of past Board meetings; minor policy items; or other items as recommended by the Superintendent.
2. Each board member will be furnished with background material on each consent agenda item, connecting to the strategic goal of the district. A Board member may request that an item be removed from the consent agenda and placed in the Discussion, Information or Action portions of the agenda. Any such request must be made at least 4 calendar days before the meeting to ensure time to amend the agenda and comply with the 72-hour posting requirement.
3. All consent items shall be acted upon by one vote without separate discussion unless an item is withdrawn for individual consideration. Where an item or items are withdrawn for individual consideration, the remaining items will be considered under a single motion and vote by the Board.

# CONDUCTING BOARD MEETINGS

## 2. CONDUCTING BOARD MEETINGS

BE, BEC, BED (LOCAL)

Meetings of the Board of Trustees are governed by the Texas Open Meetings Act.

### A. General Meeting Procedure, Member Attendance & Conduct

1. The presiding officer shall conduct the meeting.
2. The Board shall be guided by Parliamentary Procedures as detailed in Robert's Rules of Order.
3. The presiding officer may take the agenda items out of order as necessary to ensure efficient operation of the meeting.
4. Trustees shall strive to attend all meetings of the Board and shall make good faith efforts to notify the Board President and the Superintendent of his/her anticipated absence from a meeting.
5. Only Board Members who are counted as present may participate in discussion, debate or voting.
6. Board members may not participate in a meeting by telephone except in the event of an emergency or public necessity as defined by the Open Meetings Act.
7. A Board member may be counted present and may participate in a meeting remotely by videoconference if:
  - a) A quorum of the Board is physically present at one location of the meeting; and
  - b) The video and audio feed of the Board member's participation is broadcast live at the meeting, and the Board member is visible and audible to the public at all times during open session while the member is present.
8. All Board members are expected to conduct themselves with professionalism, respect and integrity.
9. The presiding officer at a meeting will recognize any member who wishes to speak on a subject.
  - a) Questions or comments from a Trustee during the meeting must always be germane to the current agenda item.
  - b) The presiding officer is responsible for keeping the discussion limited to

# CONDUCTING BOARD MEETINGS

the agenda item or motion at hand.

- c) Nothing in these Board Operating Procedures shall be construed to limit a Board Member's ability to ask questions during the board meeting.

## **B. Public Comment**

1. Members of the public will be permitted to address the Board only during the portion of the meeting designated for public comment. An individual wishing to speak during public comment must sign-up to speak in advance, as required by District procedures.
2. If a citizen's request to address the Board concerns an item on the meeting agenda, the Presiding Officer shall ensure that the citizen's comments are heard prior to action on the specific agenda item.
3. At regular Board meetings, the Board shall permit public comment on any topic related to school business, regardless of whether the topic is included in the meeting agenda. At all other Board meetings, public comment shall be limited to open session items on the meeting agenda.
4. The following expectations of decorum apply to public comment:
  - a) A speaker's comments may not exceed 5 minutes; however, the Presiding Officer may shorten the allotted speaking time to ensure effective meeting management. A speaker who requires a translator will be given twice the length of time allotted for others.
  - b) Comments should be directed to the Board and should not be directed toward members of the audience or specific employees or Trustees in attendance at the meeting.
  - c) Speakers shall remain at the podium and will not approach the dais without approval from the Presiding Officer.
  - d) Speakers will be encouraged to respect the privacy of others and not to identify any student (other than his/her child), employee or other individual by name.
  - e) All comments must be courteous and respectful.
  - f) Disruption of the meeting shall not be tolerated.
  - g) Speakers shall comply with the requests and directives of the Presiding Officer.

# CONDUCTING BOARD MEETINGS

5. A speaker with a specific complaint about a District employee, decision, or operational issue will be referred by the Presiding Officer or a District administrator to the informal and/or formal complaint process.
6. The Presiding Officer may respond to a speaker only by (1) stating factual information; (2) reciting existing policy; or (3) requesting that an item be added to a future agenda. Individual Trustees may not engage with a speaker during the meeting and no deliberation or decision shall occur regarding the speaker's comments unless the topic in question is included on the meeting agenda.

# VOTING

## 3. VOTING

### A. Voting in Board Meetings

1. Voting on any item, including those discussed in closed session, shall be conducted in open session by a show of hands and shall be recorded in the official minutes.
2. No vote shall be by secret vote.
3. A majority vote shall be required for any motion to carry, unless otherwise provided by law. A majority is measured from the total number of Board members present and voting, excluding abstentions. In case of a tie vote, the item fails.
4. Dissenting and abstaining votes shall be recorded in the meeting minutes.
5. Each Board decision, even when there are dissenting votes, shall be an action by the entire Board and binding upon each member. Once a majority decision has been reached, individual Board members will publicly support that vote.
6. No Board Member will coerce another member to vote in a particular manner, and no member may attempt to solicit votes in any manner inconsistent with the Texas Open Meetings Act.

### B. Abstentions/Recusals

1. A Board member seeking to abstain from a vote based on a conflict of interest on the agenda item in question shall notify the Board President of this intent prior to the start of the meeting. In the event a Board member has a legal conflict of interest, the Board member may be required to file a public disclosure as required by law. (See Policy BBFA)
2. All Board members present at a meeting must remain present during a vote.
3. A Board member abstaining from the vote on an agenda item shall, in the open meeting and prior to the item in question, state that he/she will abstain from the item and shall provide a brief explanation of the reason he/she will abstain.
4. A Board member abstaining from the vote on an agenda item shall consider whether it is appropriate for the member to participate in open or closed session deliberation on the matter and may determine that complete recusal from all discussion of the item is appropriate.

# VOTING

## C. Board Officers

## BDAA (LOCAL)

1. The Board shall elect members to serve in the roles of President, Vice President, and Secretary. The members elected to serve as the President and Vice President must each have completed at least one year of service on the Board.
2. In addition to the duties granted by law and Board policy, officer duties include, but are not limited to, the following:
  - a) The Board President presides at all Board Meetings; speaks on behalf of the Board and is a signatory on District checks, legal documents approved by Board action, and Board resolutions; responds on behalf of the Board to letters and e-mail to the Board in compliance with the Texas Open Meetings Act; and responds on behalf on the Board to media requests.
  - b) The Board Vice President presides at any Board Meetings when the Board President is unable to attend and speaks on behalf of the Board at events the Board President is unable to attend.
  - c) The Board Secretary will preside over any Board Meetings the Board President and Vice-President is unable to attend.
3. Officers shall be elected by majority vote of the members present and voting and shall serve for a term of one year. No Trustee may serve in the same office for more than two consecutive terms.
4. Officers of the Board shall be elected at the first regular meeting of the Board following swearing in of newly elected trustees or at any time thereafter in order to fill a vacancy among the officers of the Board.
5. Any Board member who seeks to be elected as an officer will make their intentions known to the Board during closed session at the Board meeting at which reorganization will occur. At this time, the Board will deliberate the duties and qualifications of a public officer and/or the specific qualities of the interested Trustees.
6. Upon reconvening in open session, the President will hand over control of the proceedings to the Superintendent who will preside over the election of officers.
  - a) Each officer position shall be considered separately, starting with the President, then Vice President, and then Secretary.
  - b) The President will entertain nominations. Each nomination requires a

# VOTING

second. If a nomination does not receive a majority vote, the President will call for additional nominations until majority vote occurs.

c) Board members will not self-nominate from the dais.

7. Any Board discussion of specific Trustee interest or fitness for an officer position shall be conducted in closed session in accordance with the Open Meetings Act. The election of officers will take place in open session.

# COMMUNICATION

## 4. COMMUNICATION

BE, BDB (LOCAL)

### A. Superintendent to the Board

1. The Superintendent will provide reports to the Board as required by law or requested by the Board.
2. The Superintendent will notify the Board in a timely fashion of significant events or information via the Remind 101 app.
3. The Board will receive on a monthly basis: financial reports, enrollment numbers, and all press releases sent to the media.
4. The Superintendent shall notify all board members of any request from an individual Board Member for data, reports or information that is pertinent to school business.

### B. Board to Staff

1. When desiring information from staff members, Board members should always request the information through the Superintendent and be mindful of district resources and balancing adequate time for a response.

### C. Board to Community

1. Board members should use an abundance of caution on social media to express personal opinions that are counter to District business whether past, current or pending.
2. Unless otherwise approved by the Board, individual Board members cannot speak in an official capacity on behalf of the Board.
3. A Board Member may respond to a community member inquiry but must understand that such communication may be interpreted as being an official statement of the Board. The member should do the following:
  - a) Clarify that he/she is responding as an individual, not for the Board; and
  - b) Remind the individual of any position/action the Board has officially taken on the subject.
4. Board Members will not respond to anonymous communications.
5. Any communication pertaining to criminal, health, or safety issues shall be forwarded to the Superintendent immediately for review and handling unless such

# COMMUNICATION

alleged issues relate to the Superintendent.

## **D. Board Member Communications between Meetings**

1. Any correspondence a Board Member may have received at the district office will be delivered to the Board Member at the earliest opportunity.
2. Board members may not engage in discussion regarding school business in a manner that violates the requirements of the Open Meetings Act. Outside of a lawfully called meeting, Board members may not engage in communication regarding school business (a) with a quorum or more of members, or (b) with less than a quorum of Board members if the communication is among a series of communications involving a quorum or more of members, and the member knew that the series of communications involved or would involve a quorum and would constitute deliberation under the Act.
3. Sending a communication to all Board Members or a quorum of the Board could be construed as an illegal meeting in violation of the Open Meetings Act.

## **E. Communication of Concern with Board Member**

1. Individual Board Members are encouraged to express their concerns about another member's performance directly to that member, including concerns that the Member has violated the Board Operating Procedures.
2. If addressing the issue directly with the member does not resolve the concern, then discussion with the Board President or Presiding Officer is appropriate.
3. The Board President or Presiding Officer shall discuss the concern with the individual in question on behalf of the reporting Board member, or shall moderate a discussion between the members. If a quorum of the Board is involved in the meeting, the meeting must be posted and conducted in accordance with the Texas Open Meetings Act.

## **F. Handling Complaints or Concerns**

1. A Trustee who is approached or contacted by a parent, employee, or other community member shall first refer that person to the Superintendent so that their concern can be addressed by the Administration. The Trustee may listen to

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the concern if necessary to obtain full understanding, but should exercise caution as his/her involvement in the matter could compromise that Board member's participation in the hearing process.

2. Individual Board members will not conduct investigation or attempt to resolve concerns or complaints directly and shall inform the Superintendent or other appropriate administrator of the issue as soon as feasible.
3. Board members shall not discuss or divulge information shared or discussed in closed session with any person who was not a part of the closed session meeting. Board members shall not discuss or divulge the contents of legal advice or consultation with the Board's legal counsel, or other information that is protected by the attorney-client privilege.
4. Board member concerns about the performance of district employees and/or student welfare shall be presented directly to the Superintendent. Board members must remain cognizant that district personnel and student welfare are the responsibility of the Superintendent, not the Board. The Superintendent shall listen and consider the concerns and review the matter and may notify the Board member of the resolution of the issue to the extent permitted by law and Board Policy.

## **G. Individual Board Member Requests for Information**

1. Individuals acting in the official capacity of a Board member shall have the right to reasonably seek information pertaining to District fiscal affairs, business transactions, governance, and personnel matters, including information that may be properly withheld from members of the general public in accordance with the Texas Public Information Act.
2. Individual members shall not have access to confidential student records unless the member is acting in the official capacity of a Board member and has legitimate educational interest in the records in accordance with policies.
3. Individual members shall seek access to records or request copies of records directly from the Superintendent.
4. Individual members shall not direct or require District employees to prepare reports derived from an analysis of information in existing District records or to

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create a new record compiled from information in existing District records. Directives to the Superintendent or custodian of records regarding the preparation of reports or early release of planned presentation shall be by Board action.

5. The district's Public Information Officer is solely responsible for releasing public information or coordinating the release of public information by the District. Regardless of the confidentiality of the information provided, a Board member shall not share information obtained from the District in the Board member's official capacity except with the approval of the Board President and Superintendent.
6. Information requested by a Board member will be provided to all Board members.

# BOARD COMMITTEES

## 6. BOARD COMMITTEES

BDB (LOCAL)

### A. Standing Committees

1. The Board shall create the following committees, which shall be responsible for specific assignments as periodically authorized by action of the Board:
  - Curriculum & Instruction Committee
  - Administrative & HR Committee
  - Business & Operations Committee
  - Governance Committee
2. Membership on the standing committees shall be appointed by the Board President and shall be reevaluated annually.
3. Board committees shall be advisory in nature and shall not exercise any administrative authority.
4. Other committees may be created by approval of the Board.

# CAMPUS VISITS

## 7. CAMPUS VISITS - PROCEDURE

## GKC (LOCAL)

- A. Board members will notify the Superintendent in advance of visiting a campus for a Board purpose.
- B. Board members visiting a campus on a regular basis for volunteering with a classroom or PTO work, or in a mentoring capacity, are advised to let the campus principal know of the frequency of such visits on campus.
- C. Board members need to be aware that even when visiting in an unofficial capacity, they may still be perceived as representatives of the Board.
- D. When visiting campuses, Board members will follow District Board policy regarding visiting campuses and campus management procedures.

# SUPERINTENDENT EVALUATION

## 8. SUPERINTENDENT EVALUATION

## BJCD (LOCAL)

- A. The Board President obtains input from all members on Board approved indicators.
- B. Formal evaluation will be conducted in executive session by consensus annually in January of each year with an informal review in August of each year.

# BOARD MEMBER TRAINING

## 9. BOARD MEMBER TRAINING & ORIENTATION BBD (LOCAL), (EXHIBIT)

### A. New Board Member Orientation

1. New Board members will receive an orientation on District policies and procedures from the Superintendent. District policy manuals and the MISD Board of Trustees Board Operating Procedures will be given to the new Board members at this meeting. Orientation should include, but not be limited to, the following:
  - Board Operating Procedures and Board Policies
  - Supt review of District administrative organization.
  - Training to access District electronic communications
  - District Budget Overview
  - District Goals and Balanced Scorecard Overview
  - Board Annual Calendar and briefing of upcoming events
  - Expense reimbursement procedures
  - Framework for School Board Development SBOE
  - Board Members Ethics - BBF (LOCAL) and BBFB (LEGAL)
  - Ethics Conflict of Interest Disclosure BBFA (LEGAL) and (LOCAL)
  - Ethics Prohibited Practices BBFB (Legal)

New Board members should feel free to ask questions of the Superintendent, Board President, and other Board members.

2. The Superintendent will share an overview of current district events and pending matters (*i.e.*, contracts, legal inquiries, and projects).

### B. Ongoing Training and Board Development

1. After the first year of Board service, all Board Members must receive the state required continuing education. education (CE). This includes the annual three-hour team building session and at least five additional hours of training. It does not include the update to the Education Code which takes place following each legislative session and new legal updates that are required training.
2. All Board Members and the Superintendent must participate in person, for an annual, three-hour “Team of Eight” team building session, no later than September 1 of each year.

# BOARD MEMBER TRAINING

3. Trustees are encouraged to attend seminars and training at various locations offered by Regional Service Centers, Texas Association of School Boards (TASB), National School Board Association (NSBA) and North Texas Area Association of School Boards (NTAASB). The Assistant Secretary to the Board can provide information on various training dates.
4. At the April meeting, the Board President is required by law to report whether or not each individual Board Member has or has not met his/her training requirements.

## **C. Annual Review of Board Operating Procedures**

1. These Board Operating Procedures will be reviewed annually by all Board members in a collaborative manner, for the purposes of re-committing, re-emphasizing, updating and/or revising the procedures and expectations herein. take action to approve in current format.

# ELECTION ACTIVITIES

## 10. ELECTION ACTIVITIES

BBB, BBBD (LOCAL)

### A. School Board Elections

1. Board Members will follow all applicable law in all campaign activities.
2. Neither the Board, as a body corporate, nor any Board Member, will use District funds, or other District resources to electioneer for or against any candidate, measure or political party.
3. Board Members seeking re-election shall not solicit District employees for endorsements during such employee's work hours or at any time while the employee is on District property.
4. A Board member may support any candidate or proposition in his/her individual capacity and shall take steps to communicate that his/her support is not in any official capacity.

# BOARD ADVOCACY

## 11. BOARD ADVOCACY

The Board places a high priority on advocacy at the local, state and national levels for the specific interests of the District for its students, faculty and education, in general.

### A. Legislative Priorities

The Board will create District legislative priorities prior to the opening of the bi-annual session of the Texas Legislature and communicate those priorities to area legislators. These priorities may be updated as necessary to remain current and responsive.

The Board will annually determine a process for organized engagement between members and the local, state and federal community and elected leaders.

# BOARD VALUES

## 12. MIDLOTHIAN ISD BOARD OF TRUSTEES VALUES

- The Board will adhere to the highest ethical standards and hold itself accountable to students, staff and community.
- The Board will adhere to its role of governing through policy and support the management of the District by the Superintendent.
- The Board will support administration in creating a balanced budget which supports the District's vision for its students and provides competitive compensation for its employees.
- The Board will strive to have 100% attendance at all meetings and workshops and be well prepared.
- Board members will be visible in the schools and in the community.
- The Board will exceed minimum standards for training requirements individually and as a Team of 8.
- The Board will strive to have 100% attendance at the TASB annual convention, or such training as decided by the Board.