



AGENDA

Regular Meeting of the Board of Education, Independent School District Number One, Tulsa County, Oklahoma, **April 20, 2020**, at 6:30 PM, conducted using videoconference pursuant to Title 25, Section 307.1 of the Oklahoma Statutes, as amended by Senate Bill 661. There is no physical site or location for this meeting. Each member of Board of Education will be appearing for the meeting remotely by using videoconference.

With the exception of item A-1, the Board of Education reserves the right to take up any agenda item in any order regardless of how items are listed.

This is an open, public meeting held in accordance with the Open Meeting Laws of the State of Oklahoma. The purpose of this meeting is to conduct the business of the School District. As the elected representatives of the School District voters and school patrons, the School Board members will be making decisions concerning the operation of the School District. Members of the public may access the meeting by videoconference at tulsaschools.org

In accordance with Board Policy 1301, individuals may comment on business items or recommendations appearing under the Action or Information portions of a regular meeting agenda. Requests to comment must be made by submitting a completed form for each topic. Forms are available online on the Tulsa Public Schools website at tulsaschools.org/about/board-of-education/requesttospeakonagendaitem. Requests will be accepted at any time up to the consideration of the Consent Agenda portion of the meeting, but it is recommended to submit the form by noon on the day of the meeting to ensure it is received. Statements are limited to five minutes each.

Persons desiring to address the Board concerning items not on the agenda must submit a written request form, available online on the Tulsa Public Schools website at tulsaschools.org/about/board-of-education/citizens-commentform, at least seven days prior to each meeting. Statements to the School Board by members of the public are limited to five minutes each.

A. OPENING EXERCISES

- A.1. Call to order and confirm that a quorum of the Board is present.
- A.2. Flag salute
- A.3. Remind those wishing to address the Board, sign with the clerk -- 5-minute limit.

B. MOTION TO VOTE AND ADOPT THE AGENDA

C. SPECIAL PRESENTATIONS/AWARDS/RESOLUTIONS

D. APPROVAL OF MINUTES

Approve the minutes of the April 6, 2020, regular meeting of the board.

E. CONSENT AGENDA - Motion and vote on recommendation.

F. ACTION AGENDA – Motion and vote on each recommendation.

G. INFORMATION AGENDA

H. STAFF REPORTS -COVID 19 Response Report, including discussion by staff and board members about the wellness hotline, graduation plans, meal services, distance learning, internet access, services for special needs students, and other matters related to the district's response to the COVID-19 pandemic.

I. BOARD MEMBER REPORTS

J. CITIZENS COMMENTS

K. SUPERINTENDENTS REPORTS/PRESENTATIONS

L. OTHER NONROUTINE ITEMS REQUIRING BOARD ACTION

M. NEW BUSINESS

Consideration and possible action on any matter which could not have been reasonably foreseen prior to the legal time deadline for posting of the agenda for this meeting.

N. ANNOUNCEMENTS

The next regularly scheduled videoconference Board meeting of the Board of Education will be held on Monday, May 4, 2020, 6:30 p.m.

O. MOTION AND VOTE TO ADJOURN

E. CONSENT AGENDA - Motion and vote on recommendations

Note: With the exception of encumbrances, student trips and routine staffing items, consent items appeared on the previous regular meeting's agenda as information agenda items unless otherwise indicated.

TALENT MANAGEMENT

E.1. RECOMMENDATION: Approve routine staffing items.

RATIONALE: Routine personnel actions implement the various talent management plans and priorities authorized by the Board of Education. All salaries are listed at an effective annualize rate regardless of length of effective date of contract.

FINANCIAL SERVICES

E.2. RECOMMENDATION: Approve the 2019-2020 Amended School Budget and Financing Plan prepared in accordance with Section 5-154 of the School District Budget Act. The amended budget presents to the Board the details of the estimated revenue and expenditures that total \$634,802,171 and \$611,192,808 respectively for all appropriated funds.

RATIONALE: The Board of Education approved the 2019-2020 Preliminary School Budget and Financing Plan on June 17, 2019, and filed the plan before the end of the fiscal year as required by law. The Amended School Budget and Financing Plan supersede the preliminary document and also comply with the appropriate law. The 2019-2020 Preliminary School Budget and Financing Plan presented to the Board of Education with details of the estimated revenue and expenditures totaled \$624,994,134 and \$607,638,721 respectively for all appropriated funds.

E.3. RECOMMENDATION: Approve the April 3-16, 2020, New Encumbrances and Encumbrance Changes Report.

RATIONALE: New encumbrances and encumbrance changes reflect obligations of district funds issued in accordance with Board Policy 5102, Financial Reports and Statements.

BOND PROJECTS AND ENERGY MANAGEMENT

E.4. RECOMMENDATION: Enter into a contract with Lighthouse Electric, Tulsa, Oklahoma, the lowest responsible bidder, for electrical improvements at Hale High School.

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

COST: \$58,000

FUND NAME/ACCOUNT: Bond Funds, applicable account

RATIONALE: The electrical upgrade at Hale High School is necessary to support the new elevator, which is part of the 2015 bond issue.

E.5. RECOMMENDATION: Enter into a contract with Markham Restaurant Supply, Fort Smith, Arkansas, the lowest responsible bidder, for the walk-in freezer at Patrick Henry Elementary School.

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

COST: The total cost of this contract is \$60,697.00 and was included in Trigon General Contractors and Construction Managers' original GMP approved for the Patrick Henry interior renovation project as item E.15 of the February 24, 2020, agenda.

RATIONALE: The Patrick Henry Elementary School walk-in freezer is part of the 2015 bond issue. This project will be assigned to Trigon General Contractors and Construction Managers, Inc.

E.6. RECOMMENDATION: Assign the Patrick Henry Elementary School walk-in freezer contract to Trigon General Contractors and Construction Managers, Inc., the construction manager at risk on the project.

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

RATIONALE: The contract for the Patrick Henry Elementary School walk-in freezer was awarded to Markham Restaurant Supply in the amount of \$60,697. This cost was included in Trigon General Contractors and Construction Managers' total GMP for the interior renovation project at Patrick Henry Elementary School, which was approved by the board on February 24, 2020. This project is part of the 2015 bond issue.

E.7. RECOMMENDATION: Enter into trade contracts with the lowest responsible bidders for the secure entry project at Council Oak Elementary School.

TRADE	VENDOR	AMOUNT
Drywall & Ceiling	Wiljo	\$11,530.00
Flooring	T&S Enterprises	23,540.00
Low Voltage	Lighthouse Electric	25,000.00
TOTAL TRADES:		\$60,070.00

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

RATIONALE: The secure entry project at Council Oak Elementary School is part of the 2015 bond issue.

E.8. RECOMMENDATION: Assign trade contracts for the secure entry project at Council Oak Elementary School to Trigon General Contractors and Construction Managers, Inc., Tulsa, Oklahoma, the construction manager at risk on the project.

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

RATIONALE: The individually awarded trade contracts will be encumbered as one contract to Trigon General Contractors and Construction Managers, Inc. The secure entry project at Council Oak Elementary School is part of the 2015 bond issue.

E.9. RECOMMENDATION: Approve amendment 15D with Trigon General Contractors and Construction Managers, Inc., for the secure entry project at Council Oak Elementary School.

Trade Contracts	\$60,070.00
Allowances	57,826.69
Reimbursables	10,287.66
General Conditions	11,216.13
Management Fee	<u>5,924.52</u>
TOTAL GMP:	\$145,325.00

FURTHER RECOMMEND: The attorneys for the school district prepare/approve the appropriate contract document(s) and the proper officers of the Board of Education be authorized to execute the document(s) on behalf of the district.

COST: \$145,325

FUND NAME/ACCOUNT: Bond fund account code: 37-1200-4720-504500-000-000000-029-12-265-SE015

REQUISITION/CONTRACT: 42000190

RATIONALE: The secure entry project at Council Oak Elementary School is part of the 2015 bond issue.

E.10. RECOMMENDATION: Approve the purchase of sound systems from AMI, Inc., Tulsa, Oklahoma, to replace non-functioning systems at Carver Middle School, McLain High School, McLain Stadium, Patrick Henry and Salk elementary schools, and Thoreau Demonstration Academy.

COST: \$141,021.44

FUND NAME/ACCOUNT: Bond Fund

Carver Middle	37-1135-4720-504500-000-000000-058-12-515-AM017	\$17,277.50
McLain Auditorium	37-1135-4720-504500-000-000000-064-12-720-AM016	\$40,325.46
McLain Stadium	37-1135-4720-504500-000-000000-064-12-720-AM018	\$25,847.68
Patrick Henry Elem.	37-1135-4720-504500-000-000000-041-12-205-AM019	\$12,597.86
Salk Elem.	37-1135-4720-504500-000-000000-046-12-402-AM021	\$12,597.86
Thoreau Dem. Acad.	37-1135-4720-504500-000-000000-046-12-402-AM020	\$32,375.08

RATIONALE: Replacement of sound systems at various sites throughout the district

is part of the 2015 bond issue.

F. ACTION AGENDA - Motion and vote on recommendations

G. INFORMATION AGENDA

TEACHING AND LEARNING

- G.1.** RECOMMENDATION: Review and discuss the 2020-2021 Indian Education Program proposal at Tulsa Public Schools.

RATIONALE: District leaders, with significant input from Title VI and Johnson O'Malley parent committees and community members, have developed a revised plan for the 2020-2021 Indian Education program. The program will serve approximately 3,200 students of Native American heritage across the Title VI and Johnson O'Malley (JOM) programs with focused efforts to grow student identification and participation in the program. Students will receive support in academic and cultural learning, including tutoring, cultural experiences, leadership clubs, and a Native American literature class. The team providing these services will be comprised of a program coordinator, administrative assistant, customer care associate, one lead resource advisor, five resource advisors, one Native American literature teacher, six teacher assistants (partnered with resource advisors in a school pattern), and 30 after school tutors.

GENERAL COUNSEL

- G.2.** RECOMMENDATION: Adopt a formal board policy that describes the expectations for employees and students when they use social media and other forms of electronic communication. The proposed policy updates our current written social media guidance, by making it a formal board policy and adding references to virtual learning.

RATIONALE: Students and staff use various modes of digital communication (including but not limited to social media) to inform, interact and learn. By providing a clear description of how digital communication should be used and approached, the district intends to clarify how existing standards of professional conduct and student behavior apply in an interactive, digital setting. The proposed policy should be read in coordination with all other district policies, including those regarding student behavior, bullying, employee conduct, nondiscrimination, sexual harassment, professional ethics, other employment terms and conditions, as well as internet safety, student privacy and appropriate use of technology.

SUPPORTING INFORMATION**CONSENT ITEM E-1****ROUTINE STAFFING****ELECTIONS**

Name	Effective Date	Contract Amount	Position	Grade or Degree and Step
Bustamante, Ana	3/30/20	\$10.83	Evening Custodian	MT-3

ADJUSTMENTS

Name	Effective Date	Contract Amount	Current Position	Proposed Position	Grade or Degree and Step
Agee, Sarah	4/20/20	\$48,000.00	Administrative Assistant IV	Communications Associate	BG-5
Andrews, Stephanie	5/15/20	\$86,497.00	Director – Student Engagement	Interim Executive Director Family and Student Services	XG-2
Cole, Mark	4/20/20	\$82,515.00	Interim Principal	Principal	EG-8
Davis, Deborah	4/06/20	\$63,000.00	Teacher	Teacher	B-32
Duncan, Dawn	4/20/20	\$88,566.00	Interim Principal	Principal	EG-7
Fletcher, Devin	5/15/20	\$163,424.00	Chief Learning Officer	Chief Talent Officer	XG-5
Gilkey, Daviona	3/23/20	\$12.36	Bus Driver Trainee	Bus Driver	MT-7
Green, Jaclyn	3/23/20	\$12.36	Bus Driver Trainee	Bus Driver	MT-7
Gregory, Lori	4/20/20	\$75,917.00	Interim Principal	Principal	EG-7
Griffith, Scott	4/20/20	\$102,488.00	Interim Principal	Principal	EG-7
Grooms, Rebecca	4/20/20	\$95,287.00	Interim Principal	Principal	EG-10
Gunnells, Marisha	9/03/19	\$41,000.00	Teacher	Teacher	M-0
Henderson, Tara	4/20/20	\$73,820.00	Interim Principal	Principal	EG-7
Harrison, LaShawn	3/23/20	\$12.99	Bus Driver Trainee	Bus Driver	MT-7
Hill, Richard	4/06/20	\$10.75	Head Custodian	Unassigned Custodian	MT-3

ADJUSTMENTS – Continued

Name	Effective Date	Contract Amount	Current Position	Proposed Position	Grade or Degree and Step
Holden, David	2/03/20	\$40,000.00	Apprentice	Counselor	B-0
Howard, Tymber	3/02/20	\$40,000.00	Apprentice	Teacher	B-0
Jackson, Sherrie	4/20/20	\$89,066.00	Interim Principal	Principal	EG-7
Meffert, Margaret	1/24/20	\$13.49	Paraprofessional	MD Paraprofessional	IS-10
Mejia, Maria	7/01/20	\$16.17	Registrar	Bilingual Customer Care Associate	CA-10
Molina, Ruby	7/01/20	\$13.49	Registrar	Bilingual Customer Care Associate	CA-10
Moore, Deborah	7/01/20	\$17.33	Registrar	Records Associate	CA-9
Pense, Jennifer	4/20/20	\$90,134.00	Interim Principal	Principal	EG-7
Prevett, Deidre	3/11/20	\$90,963.00	Manager-Indian Education	Principal on Special Assignment	EG-8
Rabovsky, Renee	4/20/20	\$88,995.00	Interim Principal	Principal	EG-10
Rentie, Shavonna	3/23/20	\$14.60	1:1 ED Paraprofessional	Paraprofessional	IS-6
Riggs, Raegene	3/02/20	\$40,000.00	Apprentice	Teacher	B-0
Ronning, Russell	2/03/20	\$40,000.00	Apprentice	Teacher	B-0
Shrum,, Zechariah	3/02/20	\$40,000.00	Apprentice	Teacher	B-0
Wall, Brandy	4/20/20	\$83,049.00	Interim Principal	Principal	EG-7
Washington, Frank	3/23/20	\$12.36	Bus Driver Trainee	Bus Driver	MT-7
White, Dionne	4/20/20	\$75,940.00	Interim Principal	Principal	EG-7
Youtsey, Bonnie	7/01/20	\$18.32	Information Specialist	Customer Care Lead Associate	CA-13

SEPARATIONS

Name	Effective Date	Position
Anderson, Rayshinda	2/26/20	ED Paraprofessional
Campbell, Matthew	5/26/20	Teacher
Carder, Nicole	6/05/20	Exceptional Student Services Specialist
Carr, Natalie	3/27/20	Teacher Assistant
Da Silva Moreirabarr, Ana	5/26/20	Teacher
Davis, Kelly	6/30/20	Director – Secondary Exceptional Student Services
Dobbs, Adra	5/26/20	Teacher
Edwards, Rhonesha	3/04/20	Paraprofessional
Fitzgerald, Amber	3/26/20	Assistant Principal
Gomez, Maria	3/06/20	Head Custodian
Gullekson, Gene	5/26/20	Teacher
Howe, Mike	5/28/20	Teacher
Lee, Cindy	5/26/20	Teacher
Long, Claren	3/12/20	1:1 Paraprofessional
Newman, Gloria	5/26/20	Teacher
Powers, Patricia	5/26/20	Teacher
Reinhart, Sarah	6/01/20	Teacher
Ricks, Deborah	5/26/20	Teacher
Rivas Hernandez, Henry	3/10/20	Paraprofessional
Ruiz Rodriguez, Maria	3/19/20	Evening Custodian
Snow, Dale	6/30/20	Data and Reporting Specialist
Storts Deborah	5/26/20	Teacher
Thomas, Carol	5/26/20	Teacher
Underwood, Carl	3/26/20	HVAC Craftsman
Ward, Jeanine	5/26/20	Teacher
Whitlatch, Amber	3/31/20	Teacher Assistant
Williams, Berta	5/26/20	Teacher
Williams, Jordan	3/26/20	Paraprofessional

SUBSTITUTE AND TEMPORARY ELECTIONS

CUSTODIANS

Becerra, Laura
Everidge, Joseph

SUBSTITUTE AND TEMPORARY PAYMENTS FOR EMPLOYEES

Teaching and Learning – 11-0000-2212-501110-000-000000-109-06-060

Pay Ebony Johnson, executive director, a stipend of \$1,484 per month (not to exceed \$17,808) as interim Chief Learning Officer, July 1, 2020 to June 30, 2021.

Family and Student Services – 11-0000-2199-501110-000-000000-110-16-020-

Pay Stephanie Andrews, director, a stipend of \$1,209 per month (not to exceed \$1,813) as interim Executive Director of Family and Student Services, May 15, 2020 to June 30, 2020.

Family and Student Services – 11-0000-2199-501110-000-000000-110-16-020-

Pay Stephanie Andrews, director, a stipend of \$1,209 per month (not to exceed \$14,508) as interim Executive Director of Family and Student Services, July 1, 2020 to June 30, 2021.

Financial Services - 11-0000-2511-501210-000-000000-305-08-098-

Pay Amber Redfearn, budget allocation analyst, a stipend of \$500 per month (not to exceed \$1,875) for treasury services duties, March 10, 2020 to June 30, 2020.

SUPPORTING INFORMATION

INFORMATION ITEM G-2

SCHOOL BOARD POLICY

Employee and Student Use of Social Media and Other Forms of Electronic Communication

Purpose: This policy describes the district’s expectations regarding the use of social media, social networking, phone calls, the internet and other forms of electronic communications by district employees and students. The use of electronic media does not change the basic rules of professional conduct and student behavior. All policies and behavior guidelines currently applicable to students and employees similarly apply to the online environment and electronic communications. This policy should be read in coordination with all other district policies, including but not limited to those regarding student behavior, bullying, employee conduct, nondiscrimination, sexual harassment, professional ethics, other employment terms and conditions, as well as internet safety and appropriate use. Individuals engaging in inappropriate conduct through electronic communications may be subject to discipline.

“Social media” or “social networking” means an interaction with external websites or services based upon participant contributions to the content. Types of social media include social and professional networks, blogs, micro blogs, video or photo sharing and social bookmarking. “Comment” means a response to an article or social media content submitted by a commenter.

Good Judgment and Common Sense with Electronic Communications: Students and employees should use good judgment when using social media and other electronic communications. When they communicate electronically, students and employees should think about the type of image they wish to convey on behalf of themselves, and if applicable, the district. What is posted can be viewed by countless others and is permanently archived. Internet search engines can find information years after it was originally posted. Social media websites and blogs are never truly private. Comments can be forwarded or copied, and archival systems save information even if a post is deleted. Employees and students should be aware that people who electronically follow them have the ability to screenshot, download, forward or otherwise copy and share their message, post, information, video, and photographs with others. Employees and students are strongly encouraged to set and maintain social networking privacy settings at the most restrictive level.

Employees’ Electronic Communications and Use of Social Media

General Cautions:

An employee’s use of any electronic media for the purpose of communicating with a student or a parent is an extension of the employee’s workplace responsibilities—even if that use or communication is on the employee’s personal device or media. When employees are communicating informally and off contract hours or for purposes otherwise unrelated to work, they may still be viewed by others as a representative of the district. Whether posting on social media using personal or district devices, or posting information during or outside of work hours, district employees are urged to carefully consider whether the post puts their professional reputation and effectiveness as a district employee at risk. The board expects employees to use professional judgment and appropriate decorum when using social media.

Employees are responsible for the content in their communications. They shall abide by the following requirements regarding use of social networking websites and other electronic communications, even when done in their personal time, using personal property.

- a. During work time, employees are permitted to use social media sites for incidental personal use and/or communications provided that such use shall not interfere with or conflict with district business, and such use does not occur during student contact time.
- b. District employees must be mindful that digital communications are ultimately accessible to the world. Employees are encouraged to familiarize themselves with the privacy policies, settings and protections on any personal social media sites to which they choose to subscribe. Employees should be aware that posting on websites, including social media sites, should not be presumed to be private.
- c. Employees are encouraged to maintain a clear distinction between their personal social media use and district-related social media sites.
- d. Employees may not disclose confidential or protected information about TPS, its students, alumni or employees. In particular, employees shall not post images, video or audio of students unless the parent/guardian has provided the student's building administrator with written permission to do so, or if it is otherwise allowed by the district's policies regarding student confidentiality. This prohibition does not apply to the context of virtual instruction insofar as official teaching and learning is occurring through the posting of images, video or audio. The provisions of this paragraph do not apply to any video or photography produced or available to the public by any individual not employed by or acting on behalf of the district or news media.
- e. An employee identifying as a District employee on social media who posts to sites outside of the district's network should include a disclaimer to state that the views expressed are personal and do not necessarily reflect the views of the district.
- f. Employees who have concerns or complaints about work- or personnel-related matters should speak with their supervisor or the district's talent management department, or as applicable, a representative of their employee organization. Employees should not use social media to address these concerns except as authorized by state and federal law.
- g. Inappropriate contact with colleagues, parents and students by e-mail, phone or other electronic devices is prohibited. This includes, but is not limited to, unprofessional communications, as well as any communication that harms students, compromises an employee's objectivity, undermines an employee's authority or ability to maintain control of students or work with or around students, is disruptive to the educational environment, or is illegal.
- h. Employees may not post items on social networking websites with sexual content or which advocate the use of illegal drugs or the abuse of alcohol if they are identifying themselves as an employee of the district.
- i. Employees are reminded that if their use of social media makes them aware of possible child abuse or neglect, they have a legal responsibility to promptly report the information to the Department of Human Services and law enforcement.

Maintaining Professional Employee-Student Boundaries in Electronic Communications

Warm and caring communications with students that incorporate clear and consistent professional boundaries support the best interests of students and employees alike. Employees must maintain appropriate professional boundaries in their electronic communications with students and prevent any appearance of inappropriate communication. In particular:

- a. Unless there are special circumstances necessitating otherwise, all electronic communications with students shall be made through the district’s computer/email system or a messaging application accessible by school/district leaders—not a private email or private messaging application.
- b. Except as instructed by a supervisor, employees shall not call, text, message or electronically communicate with any student individually (privately), unless it is in the context of conveying information or asking a question regarding school business or a school related event. Further, the parent must have authorized individual messages from that employee or the message must be forwarded to the school leader. This restriction does not apply to district email communications or other communications on district-sanctioned platforms (i.e., Canvas, Google Classroom) that are accessible by district leaders, or communications made for purposes of online instruction.
- c. Employees are strongly encouraged not to “follow” students or have online/social media interactions with students unless the employees are using district-registered accounts or accounts otherwise accessible to school or district leaders.
- d. Employees are encouraged not to link their personal social media profiles and personal sites to students’ online profiles unless the employees are using district-registered accounts or accounts otherwise accessible to school or district leaders.

Caveat:

An employee may engage in otherwise unapproved forms of communication with students in order to address an imminent health or safety emergency. However, the employee is expected to report the situation and the nature of the communication to their supervisor as soon as possible. Also, this policy is not intended to interfere with communications involving legitimate, non-school-related relationships/contexts (e.g., situations in which the student and employee are family members, or the common communications that might occur within a shared civic, social or faith community).

Student Bullying and Electronic Communications

As explained in Board policy, students are expressly prohibited from any form of bullying or harassing behavior at school, which includes but is not limited to bullying through social media, online instruction or other electronic communication. (See policy 2119 and its regulation 2119-R, as well as policy 4901 and regulation 4901-R). The district may take disciplinary action against a student for bullying and harassing behavior occurring outside of the regular school day if it causes a substantial and material disruption at school or an interference with the rights of students and personnel to be secure. Students should contact a teacher or an administrator any time they feel unsafe, victimized or uncertain about a situation involving threatening, bullying, inappropriate, illegal or harmful social media content. Parents and guardians should also inform the school leader if their student reports feeling harassed or bullied.

General Notice Regarding Access to District Network, Social Media and Other Electronic Communication Sites

Many social media and social networking websites are not accessible on the TPS network or TPS devices because they have been blocked. If employees, including teachers, would like to request that a website be made accessible to use for teaching and learning, that person shall submit a written request to the district's service desk for review, identifying the online tools to be used and the instructional purpose in using them. While on district property, neither TPS employees nor students may use an outside, proprietary network to access websites that are blocked on the TPS network. District technology, network and other technology-related resources (including the use of district-provided internet) is subject to examination whether accessed by a district or personal device.

Pursuant to its obligations under state and federal law, district leaders may require employees to provide them access to and copies of any electronic communications they use in the course of school business, including their communications with students or parents. Such communications include, but are not limited to: text messages, application-relating messaging, screen shots, content relating to a district student, and webpage posts. While an employee may be required to produce copies of all public records from their personal equipment, this policy does not authorize an administrator to inspect an employee's personal equipment without the employee's express consent.