

Agenda of Workshop Meeting

The Board of Trustees Little Elm ISD

A Workshop Meeting of the Board of Trustees of Little Elm ISD will be held February 17, 2022, beginning at 6:00 PM in the Zellars Center for Learning and Leadership.

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

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

1. Call to Order Open Session in the PL1 at Zellars Center for Learning and Leadership on 300 Lobo Lane, Little Elm, Texas 75068.
2. Introduction and Roll Call
3. Budget Workshop
Presenter: Shay Adams
4. Reports of the Superintendent
 - A. Administration's Recommendations 3
Presenter: Daniel Gallagher
 - B. Bond Elections Communication 9
Presenter: Shay Adams
5. Adjournment

If, during the course of the meeting, the Board of Trustees should determine that a closed meeting should be conducted, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq. The meeting 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 or executive 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 Considering personally identifiable information about 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.

Before any closed meeting is convened, the presiding officer will publicly identify the section or sections or the Act authorizing the closed meeting.

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 or executive 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.

Superintendent

Original copy of this agenda was posted on the bulletin board at the Little Elm ISD Administration Building 72 hours prior to the scheduled meeting.

Sonia S. Flores

Board Agenda Item

Little Elm Independent School District

300 Lobo Lane

Little Elm, Texas 75068

Board Mtg. Date	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
02-07-2022	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	ADMINISTRATION'S RECOMMENDATIONS				
Presenter or Contact Person:	Daniel Gallagher, Superintendent				
Policy/Code:	FFH (LOCAL)				
Summary:	The Little Elm ISD Independent School District Administration reviewed recommendations and information from the Independent Community Committee, the After Action Review, and the independent investigation regarding the incident at Little Elm High School on November 19, 2021. The District Administration has made recommendations in response to this incident.				
Financial Implications:	TBD				
Attachments:	Administration's Recommendations				
Recommendation:	This is for informational purposes only				
Motion:	This is for informational purposes only				



MEMO - Administration's Recommendations

TO: LEISD Board of Trustees
 FROM: Daniel Gallagher, Superintendent
 CC: Superintendent's Cabinet Members
 DATE: January 28, 2022

RE: Administration Recommendations in response to the November 19, 2021 Incident at Little Elm High School

Recommendation	Person Responsible	Timeline
<p>LEISD will develop a Crisis Management Structure Standardized across any major event in order to have control of the situation. To include, but not limited to:</p> <ol style="list-style-type: none"> 1. Phone Tree to mobilize central office staff 2. Announcement to staff to follow standard response protocol in the green binder 3. Procedure to link up LEISD and emergency Responders to stabilize communication and shared decisions. 4. Determine location for emergency command center at each location in district and who is a member of the 	<p>Ross Roberts and Clint Miller</p>	<p>June 2022</p>



Little Elm

Independent School District

<p>emergency command center</p> <ol style="list-style-type: none"> a. Who responds on-site and who reports to emergency command center b. When emergency command center is established at site of incident, who takes control of situation for district and who reports to the command center <p>5. Protocol for radio use</p> <ol style="list-style-type: none"> a. Radio silence b. Call signs (not Toni to Ross but Nurse to Deputy Superintendent) 		
<p>Develop Protest/Major Disturbance Protocol for Green Crisis Binder</p>	<p>Clint Miller</p>	<p>June 2022</p>
<p>Develop Protest Procedure for Student Code of Conduct and Student Handbook</p>	<p>Clint Miller</p>	<p>June 2022</p>
<p>Develop a Communication timing for credible and non-credible threats from Social Media</p> <ol style="list-style-type: none"> 1. Determine who needs to receive the outbound communication following the determination of 	<p>Cecelia Jones and Ross Roberts</p>	<p>June 2022</p>



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<p>credible/non-credible social media postings</p> <ol style="list-style-type: none"> Level of potential threat Certainty of event Communicate until the event is over 		
<p>Communication for major events in which parents will wish to check students out to include the statement, or similar statement, "Parents, do not come to the campus. We will notify you where the reunification site will be."</p>	Cecelia Jones	June 2022
<p>Adjust the current reunification plan for an incident in which students remain on campus. Determine where reunification will occur and how students will be transported to the reunification site.</p>	Clint Miller	June 2022
<p>LEPD secure all entrance and exits to the campus</p>	Chief Harrison	As situation happens
<p>Purchase and implement social media monitoring - Meltwater</p>	Cecelia Jones and Ross Roberts	January 2022
<p>Develop a plan for standing up counseling services, including virtual counseling services and services during a holiday or following a major incident</p> <ul style="list-style-type: none"> De-escalation of students during a major event or protest 	Denise Jensen	2022-2023 school year dates TBD



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<ul style="list-style-type: none"> • Services provided to students after a major event • Critical Incident Stress Debriefing provided to staff to prepare them for resuming services • Intentional rebuilding of relationships with students after a major event • Create partnerships for outside agency support (MHMR, Children Advocacy Center, etc) 		
<p>Beginning of the year review with leadership/campus leadership specific to major events</p> <ul style="list-style-type: none"> • Roll practice • Procedure Practice 	Clint Miller	2022-2023 school year dates TBD
<p>Research and implement a volunteer parent and community group</p>	Clint Miller	January 2022
<p>QR Code on student IDs to take them to a student resource page</p>	Clint Miller, Brandon, and Campus Principals	September 2022
<p>Education and training regarding sexual assault and sexual harassment</p> <ul style="list-style-type: none"> • Parents • Staff • Students 	Title IX Coordinator	2022-2023 school year dates TBD
<p>Student training regarding police interactions (face to face</p>	Clint Miller, Ross Roberts, and LEPD	2022-2023 school year dates TBD



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and e-learning)		
Visual reminders and reporting info (posters/electronic boards) w/QR codes	Cecelia Jones	September 2022
Hiring of full-time Title IX position	Superintendent	February 2022
Student crisis reporting app	Denise Jensen	September 2022
Upgrade cameras on all buses <ul style="list-style-type: none"> • Additional cameras • Audio 	Alfred Gaches	2022-2023
Implement a web-based reporting form for sexual misconduct and bullying <ul style="list-style-type: none"> • Students • Staff • Parents 	Clint Miller Brandon Thompson	2022-2023 school year dates TBD

Board Agenda Item

Little Elm Independent School District
300 Lobo Lane
Little Elm, Texas 75068

	Reports of the Superintendent	Action Item	Consent Agenda	Reports, Routine Monthly	Other
Board Mtg. Date 02-17-2022	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subject:	BOND ELECTIONS COMMUNICATION				
Presenter or Contact Person:	Shay Adams, Assistant Superintendent for Business & Finance				
Policy/Code:	BBF (LOCAL)				
Strategic Plan Goal:	Ensuring Fiscal Health and Sustainability				
Summary:	We will briefly discuss the content of the attached PDF and address any specific questions.				
Financial Implications:	N/A				
Attachments:	A GUIDE TO COMPLYING WITH TEXAS LAW DURING A BOND ELECTION				
Recommendation:	Board members should review the attachment (also provided in an email last week).				
Motion:	N/A				

A GUIDE TO COMPLYING WITH TEXAS LAW DURING A BOND ELECTION

Little Elm Independent School District

August 10, 2017

Bracewell LLP

THE LAW

- “An officer or employee of a political subdivision may not knowingly spend or authorize the spending public funds for political advertising.”
- Violation of this portion of the Code is a Class A misdemeanor.

- *Texas Election Code § 255.003*

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WHAT COUNTS AS “POLITICAL ADVERTISING”?

- Communication advocating a particular election outcome
 - Key fact question is whether the communication is supporting or opposing a ballot measure
- Can be written, spoken, or broadcast
 - memo, newsletter, flyer, poster, circular, sign, speech, e-mail, billboard, bumper sticker, refrigerator magnet, pamphlet, TV or radio ad, web site, etc.

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WHAT COUNTS AS “SPENDING PUBLIC FUNDS”?

- “Spending public funds” is more than just spending District money.
 - Any use of District employees during work hours
 - Any use of District equipment during or after work hours
 - Includes computers, phones, fax machines, copiers, printers, office supplies, internal mail, e-mail, and websites.

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Rule of Thumb:
If you are at school, you are probably
spending public funds.

“WHAT CAN I SAY ABOUT THE ELECTION?”

- Employees and officers of the District may spend public funds on communications that are factual descriptions of the bond proposition. Factual information includes:
 - The amount of the bonds
 - The tax rate impact of the bonds
 - A description of the projects and amounts to be spent on each project
 - District demographics
- Factual communications must be true.
 - It is illegal to provide information that the officer or employee knows to be false.

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“WHAT ARE SOME THINGS I CAN’T SAY?”

Communications which advocate passage or defeat of the proposition are prohibited

- *Voting yes means better schools*
- *Vote yes for a brighter future*
- *This bond will ensure future generations have access to the best facilities we can offer*
- *Let’s build a better district*
- *Show that you care about our community*
- *Please support our vision*
- *This bond is what’s best for our community*
- *This bond will allow us to better serve the community*
- *It pays to invest in the future*
- *It’s time to move ahead*
- *Our future depends on your commitment*
- *Position our district for the 21st century*

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WHAT ARE SOME THINGS I CAN'T DO?

- Make *any* use of District facilities or equipment.
 - For example, posting flyers that advocate in favor of a bond measure in a faculty lounge
- Make *any* use of District employees' work time
- Provide consideration – money or any other kind of benefit – to a third party in exchange for materials advocating the passage of a bond measure.
- Use the District's website, internal mail or e-mail system to post or distribute favorable comments about a bond measure

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WHAT CAN I SAY DURING A BOARD MEETING?

- The law is not intended to inhibit discussion of matters pending before the board.
- If board meetings are regularly broadcast on TV, the board may broadcast a meeting in which board members voice opinions on a bond election.
- However, a statement at a board meeting could be in violation if the statement is related to a matter not pending before the board and is intended to influence the outcome of an election.

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WHAT ABOUT A NEWSLETTER?

- If the District includes information about the bond proposition in a newsletter...
 - Must be informational rather than promotional
 - Cannot advocate for or against the proposition
- The Texas Ethics Commission has specific guidelines and limits to ensure that a newsletter is not political advertising*

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*Please contact an attorney for specifics regarding the limits described above

HOW DO I MAKE SURE I'M NOT SAYING SOMETHING I SHOULDN'T?

- Don't use comparative terms:
 - Better, best, brighter, smarter, clearer, newer, cleaner, more, most, etc.
- The fewer adjectives a communication contains, the better
- Avoid words designed to create a positive impression

If you are ever in doubt about a particular statement,
give us a call!

CAN I ADVOCATE FOR A BOND PROPOSITION WITHOUT VIOLATING THE LAW?

- District officers and employees may campaign for the passage of a bond measure on their own time with their own resources.
- Superintendents and other officials whose duties include appearing as representatives of the District after hours may have more difficulty separating their official speech from their private speech.

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WHO CAN ADVOCATE FOR THE PASSAGE OF A BOND ELECTION?

- A Political Action Committee (PAC)
- A PAC is a privately funded campaign committee.
- PACs are not prohibited from using their funds for advocacy purposes.
- A PAC may prepare materials that highlight the school district's achievements and goals and tout the benefits of passing the bond measure.
- For more information on forming a PAC, visit <http://www.ethics.state.tx.us/filinginfo/pacforms.htm>

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A WORD ABOUT “CONTRACT WITH THE VOTERS”

- A written communication from the district that is widely distributed and that includes specific promises about how bond proceeds will be used can create a binding and enforceable contract with the voters.
- To avoid creating a contract with the voters, use flexible language
 - “anticipate” “expect” “predict” “plan to”
- Make it clear that the board retains discretion and flexibility in deciding how bond money will be used.

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CONCLUSION

- An officer or employee of the District may not spend or authorize spending public funds for political advertising.
- “Public funds” does not just mean cash
- Political Advertising is intended to advocate
- Factual Communications can form a “Contract with the Voters”



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