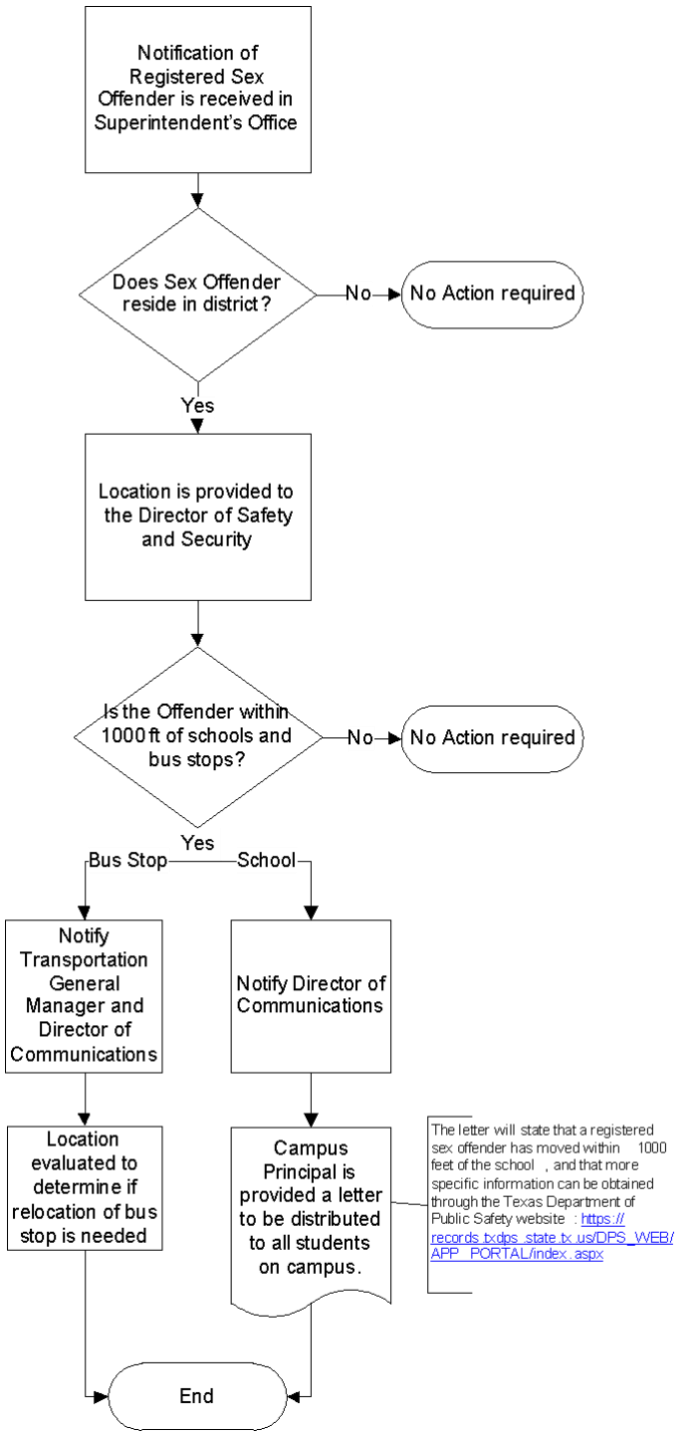

Notification of Registered Sex Offender is received in Superintendent's Office
Does Sex Offender reside in district?
No
No Action required
Yes
Location is provided to the Director of Safety and Security
Is the Offender within 1000 ft of schools and bus stops?
No
No Action required
Yes
Bus Stop
School
Notify Transportation General Manager and Director of Communications
Notify Director of Communications
Location evaluated to determine if relocation of bus stop is needed
Campus Principal is provided a letter to be distributed to all students on campus.
The letter will state that a registered sex offender has moved within 1000 feet of the school , and that more specific information can be obtained through the Texas Department of Public Safety website : https://records.txdps.state.tx.us/DPS_WEB/APP_PORTAL/index.aspx
End

- Information about the Texas Department of Public Safety Sex Offender Database will be provided in campus handbooks each year.