

# **AGENDA**

**for the**

**Board Workshop Meeting**

**of the**

**Board of Trustees**

**Jim Plyler Instructional Complex, Dr. Jack L. Davidson Conference  
Center, 807 W. Glenwood, Tyler, TX**

**December 5, 2019  
11:00 AM**

**NOTICE OF BOARD WORKSHOP MEETING OF THE  
TYLER INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES**

Notice is hereby given that on Thursday, December 5, 2019, the Board of Trustees of the Tyler Independent School District will hold a Board Workshop meeting at 11:00 AM at the Jim Plyler Instructional Complex, Dr. Jack L. Davidson Conference Center, 807 W. Glenwood, Tyler, TX. The subjects to be discussed are listed on the agenda which is attached to and made a part of this Notice.

Individuals with disabilities are entitled to have access to and participate in public meetings. An individual requiring an accommodation for access to the meeting must notify the Tyler Independent School District by informing the district's ADA coordinator, in writing 24 hours prior to the scheduled meeting of the necessity of an accommodation. Upon receipt of this request, the district will furnish appropriate auxiliary aides and services when necessary to afford an individual with a disability an equal opportunity to participate in and enjoy the benefits of the board meeting as nonhandicapped individuals enjoy.

If, during the course of the meeting covered by this Notice, the Board of Trustees should determine that a closed or executive meeting or session of the Board of Trustees is required, then such closed or executive 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 or executive meeting or session concerning any and all purposes permitted by the Act.

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.
551.076	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.
551.083	Considering the standards, guidelines, terms, or conditions the board will follow, or will instruct its representatives to follow, in consultation with representatives of employee 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 or executive meeting, 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.

**TYLER INDEPENDENT SCHOOL DISTRICT  
BOARD OF TRUSTEES BOARD WORKSHOP MEETING**

**Thursday, December 5, 2019 11:00 AM**

**Jim Plyler Instructional Complex, Dr. Jack L. Davidson Conference Center, 807 W. Glenwood, Tyler, TX**

**AGENDA**

- I. Call to Order
- II. First Order of Business -- Announcement by the Chairman as to the presence of a quorum, that the meeting has been duly called and that notice of the meeting has been posted in the time and manner required.
- III. Public Participation
- IV. Continuous Improvement
  - A. Pre-K Update 5
  - B. #safeTISD Update 6
- V. Action Items
  - A. Consider approval of District #SafeTISD Team and Campus Team Structure (Senate Bill 7 11)
  - B. Consider approval of Local Policy FFAC 9
- VI. Executive Session will be held for the purposes authorized by the Texas Open Meetings Act, Texas Government Code Section 551.071 et seq. concerning any and all purposes permitted by the Act.
  - A. Texas Government Code Section 551.071 For the purpose of a private consultation with the board's attorney on all subjects or matter authorized by law.
    - I. When the governmental body seeks the advice of its attorney about pending or contemplated litigation or a settlement offer or
    - II. On a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter.
    - III. Consider legal advice regarding personnel and related action items.
  - B. Texas Government Code Section 551.072 For the purpose of discussing purchase, exchange, lease, or value of real property.
    - I. Discussing purchase, exchange, lease, or value of real property
  - C. Texas Government Code Section 551.074 For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.
    - I. Consider hiring and accepting resignations of professional personnel.
    - II. Consider renewals, non-renewals and terminations of contracts for professional personnel. (To deliberate the appointment, employment, evaluation, reassignment, duties, and contracts of employees.)
  - D. Texas Government Code Section 551.076

- I. Considering the deployment, specific occasions for, or implementation of, security personnel or devices.
- II. Trustees may travel to campus sites to observe construction progress and associated safety and security devices being implemented at those locations. These are active construction areas, where hard hats and other safety measures are required, and they are not yet open to the public. No action will follow any site visit(s).

VII. Reconvene from Executive Session

VIII. Adjournment

Subject: Pre-K Update

Information will be presented at the meeting.

ACTION REQUIRED

Information only

CONTACT PERSONS

Tosha Bjork  
Christy Hanson, Ed.D.

12-05-19

Subject: #SafeTISD Update

Information will be presented at the meeting.

ACTION REQUIRED

Information only

CONTACT PERSONS

Marty, Crawford, Ed.D.  
Jennifer Jones, Ed.D.

12-05-19

Subject: Approval of District #safeTISD Team and Campus Team Structure

**BACKGROUND INFORMATION**

Pursuant to Senate Bill 11, The board shall establish a threat assessment and safe and supportive school team to serve at each campus of the district and shall adopt policies and procedures for the teams. The superintendent may establish a committee the duty to oversee the operations of teams established for the district. The oversight committee must include members with expertise in human resources, education, special education, counseling, behavior management, school administration, mental health and substance use, school safety and security, emergency management and law enforcement.

**ADMINISTRATIVE CONSIDERATION**

The superintendent has established an oversight committee (#safeTISD Team) to oversee the operations of the teams at each campus.

The District #safeTISD Team consists of the following members:

Administrators	Area of Responsibility
Jeff Millslagle	Director of Safety and Security
Jarrold Bitter	Exec. Director of School Improvement
Danny Brown	Chief of Police
Ronald Jones	Asst. Superintendent Chief of Staff
Christy Hanson	Asst. Superintendent of C & I
Jennifer Hines	Exec. Director of Communications
Shauna Hittle	Exec. Director of Teaching and Learning
Joseph Jacks	Chief Technology Officer
John Johnson	Coordinator of Constituent Services
Jennifer Jones	Director of Guidance & Counseling
Rachel Barber	Director of Health Services
Daryl Kisosondi	Network Security Engineer
John Landes	Coordinator of Governmental Relations

The Campus Team structure will include the members appointed to each team as follows:

Administrators	Area of Responsibility
Principal	School Administration
Assistant Principal	Behavior Management
Counselor	Counseling Services
Counselor/Nurse	Mental Health and Substance Abuse
Teacher(s)	Classroom Instruction
Case Manager	Special Education
Director of Safety and Security	Emergency Management
Assigned Officer/SRO	School Safety and Security
Chief of Police	Law Enforcement

**ADMINISTRATIVE RECOMMENDATION**

The administration recommends the Board approve the District #safeTISD Team (oversight committee) and the Campus Team Structure as presented.

**ACTION REQUIRED**

Board approval

**CONTACT PERSONS**

Marty Crawford, Ed.D.



Subject: Localized Policy FFAC: Wellness and Health Services Medical Treatment

### BACKGROUND INFORMATION

Nationwide there is an opioid epidemic. Young adults are the biggest abusers of prescription opioid pain relievers, ADHD stimulants, and anti-anxiety drugs.

In 2015, Texas enacted legislation (HB 1462) which expands availability to Naloxone. On August 20, 2018, the Board approved the administration of Naloxone by trained school personnel for grades 9-12. After careful review, the administration recommends the policy be amended to include grades 6-8.

All school nurses on these campuses as well as select administrators will be thoroughly trained in the recognition of opioid overdose, administration of the drug, and care for the patient/student post administration. The law protects the school district, insofar as it permits any person or organization acting under a standing order to store and distribute Naloxone-so long as they do not seek to receive any compensation for those actions (Tex. Health and Safety Code 483.104, 483.105).

### ADMINISTRATIVE CONSIDERATION

If approved, the district plans to implement this policy immediately in an effort to be prepared to treat any possible overdose situation that may arise on any of the middle school campuses.

### ADMINISTRATIVE RECOMMENDATION

The administration recommends that the board approve this update as it prepares to incorporate the Local policy into the district's Localized Policy Manual.

### ACTON REQUIRED

Board Approval

### CONTACT PERSON

Marty Crawford, Ed. D.

12-05-19

## PROPOSED REVISIONS

<b>Student Illness</b>	Procedures shall be established by the administration to ensure that proper attention is given to any student who becomes ill during the course of a school day.
<b>Accidents Involving Students</b>	Emergency procedures shall be established by the administration to ensure proper attention for any student injured at school. Records shall be maintained on all accidents that require the attention of a medical doctor.
<b>Emergency Treatment Forms</b>	Each year, students and parents shall complete and sign a form that provides emergency information and authorizes school officials to obtain emergency medical treatment, as provided by law.
<b>Purchasing Medication</b>	Except as provided below at Administration of Medication to Athletes, the District shall not purchase nonprescription medication to administer to a student.
<b>Administering Medication</b>	<p>An employee authorized by the Superintendent or designee may administer medication to a student following the established District medication administration guidelines.</p> <p>Before any person may be authorized to administer medication to students, he or she shall receive training in the District's medication administration guidelines. This training shall be provided by the school nurse. The school nurse shall also provide retraining or refresher training for medication administration as needed.</p> <p>Any administration of medication shall be in accordance with legal requirements. [See FFAC(LEGAL)]</p> <p>Prescription and nonprescription medication shall require a parent's and physician's written request for administration. The pharmacy label on the prescription bottle shall serve as the written authorization of the requesting physician.</p>
<b>Administration of Medication to Athletes</b>	<p>The District may purchase nonprescription medication that may be used to prevent or treat illness or injury in the District's athletic program. Only a licensed athletic trainer or a physician licensed to practice medicine in the state of Texas may administer this medication and may do so only if:</p> <ol style="list-style-type: none"><li>1. The student's parent has given prior written consent for medication to be administered; and</li><li>2. The administration of a medication by an athletic trainer is in accordance with a standing order or procedures approved by a physician licensed to practice medicine in the state of Texas.</li></ol>

WELLNESS AND HEALTH SERVICES  
MEDICAL TREATMENT

FFAC  
(LOCAL)

Epinephrine	The District authorizes school personnel and volunteers who have agreed in writing and been adequately trained to administer an unassigned epinephrine auto-injector in accordance with law and this policy. Administration of epinephrine shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing anaphylaxis.
<i>On Campus</i>	<p>Authorized and trained individuals may administer an unassigned epinephrine auto-injector at any time to a person reasonably believed to be experiencing anaphylaxis on a school campus.</p> <p>The District shall ensure that at each campus a sufficient number of personnel are trained to administer epinephrine so that at least one trained individual is present on campus during all hours the campus is open. In accordance with state rules, the campus shall be considered open for this purpose during regular on-campus school hours and whenever school personnel are physically on site for school-sponsored activities.</p>
<i>Off Campus</i>	Authorized and trained individuals may administer an unassigned epinephrine auto-injector to a person reasonably believed to be experiencing anaphylaxis at an off-campus school event or while in transit to or from a school event when an unassigned epinephrine auto-injector is available.
<i>Maintenance, Availability, and Training</i>	The Superintendent shall develop administrative regulations designating a coordinator to manage policy implementation and addressing annual training of school personnel in accordance with law; procedures for auto-injector use; and acquisition or purchase, maintenance, expiration, disposal, and availability of unassigned epinephrine auto-injectors at each campus, at off-campus events, and while in transit to and from a school event.
<i>Notice to Parents</i>	In accordance with law, the District shall provide notice to parents regarding the epinephrine program, including notice of any change to or discontinuation of this program.
<i>Notification</i>	In the event that an unassigned epinephrine auto-injector is administered, local emergency medical services shall be promptly notified once an individual is suspected of experiencing an anaphylactic reaction. If a trained school personnel is the only individual available to notify emergency medical services, the trained individual shall first administer the unassigned epinephrine auto-injector before notifying emergency medical services.
<i>Storage</i>	Unassigned epinephrine auto-injectors shall be stored in a secure, easily accessible area for an emergency, in accordance with the manufacturer's guidelines. The school administrator shall develop a map to be placed in high-traffic areas that indicates the location

of the automated external defibrillator (AED) and the unassigned epinephrine auto-injector on each school campus.

**Naloxone**

The District authorizes trained school personnel to administer intranasal Naloxone in accordance with law and this policy. For purposes of this policy, the use of Naloxone shall be limited to those campuses with grades 6–12 students. Administration of Naloxone shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing an opioid overdose.

**On Campus**

The District shall ensure that at each campus a sufficient number of personnel are trained to administer Naloxone so that at least one trained individual is present on campus during all hours the campus is open. For purposes of this policy, the campus shall be considered open beginning with the first hour of instruction through the last hour of instruction.

**Notification**

In the event that Naloxone is administered, local emergency medical services shall be notified immediately. If a trained school personnel is the only individual available to notify emergency medical services, the trained individual shall first administer the Naloxone before notifying emergency medical services.

**Storage**

Naloxone intranasal spray shall be stored in a secure, easily accessible area for an emergency.

**Psychotropics**

Except as permitted by Education Code 38.016, an employee shall not:

1. Recommend to a student or a parent that the student use a psychotropic drug;
2. Suggest a particular diagnosis; or
3. Exclude the student from a class or a school-related activity because of the parent's refusal to consent to psychiatric evaluation or examination or treatment of the student.