



District of Innovation Committee

Operating Procedures

Section I: Committee Establishment

The Board of Trustees will establish a District of Innovation Committee under provisions of Chapter 12A of the Texas Education Code, and under provisions of Chapter 102 of the Texas Administrative Code, which specifically relate to Innovation Districts. The Superintendent shall oversee the formation and operations of the DOI Committee. The Superintendent shall ensure that all statutory and regulatory requirements are met.

The DOI Committee membership shall provide a balance of representation among various stakeholders and interests. The DOI Committee shall be constructed as follows:

- Four community representatives as designated by the Board.
- Four staff representatives as designated collectively by the Instructional Support Team (IST)
- The FISD District Improvement Team (DIT) when in session with the eight members noted above.

Section II: Committee Tenure

The members of the DOI Committee shall serve according to the terms of their positions. Four members designated by the Board along with the four members designated by the IST shall be selected annually for a term of one year and shall be limited to two consecutive terms on the committee. Members of the DIT shall be elected or selected according to BQA (Local) of the Board Policy.

Section III: Committee Authority

The DOI Committee shall be an ad hoc advisory body of the district and shall serve to provide guidance and counsel to the Board and District Administration as it relates to recommendations for district innovations. The DOI Committee shall have no power to expend public funds, enter into contracts, or otherwise place obligation or liability upon the district.

Section IV: Committee Responsibilities

The DOI Committee is charged with providing input to District Administration and the Board regarding recommendations in alignment with the provisions of Chapter 102 of the Texas Administrative Code. The committee will implement procedures that will facilitate timely input regarding innovations that will perpetuate the mission and goals of the district. The Superintendent shall keep the Board informed of the work of the DOI Committee.

Section V: Staff Support

The Superintendent shall designate at least one staff member to serve as facilitator. The Facilitator(s) shall arrange and conduct DOI Committee meetings and represent the committee as appropriate. The Superintendent may also designate other staff to serve as technical advisors to the committee.

Section VI: Committee Meetings

The DOI Committee Facilitator(s) shall set the regular meeting schedule for the committee and establish the agenda. In conducting regular meetings, the facilitator(s) shall preside and may employ basic parliamentary procedure.

As necessary or appropriate, the facilitator(s) may form subcommittees or work groups. Subcommittees or work groups shall not constitute a quorum of the DOI Committee; as such, no formal action of the committee may be taken in subcommittee or work group meetings. Any findings or recommendations of subcommittees or work groups shall be reported to the DOI Committee.

The DOI Committee shall engage in a minimum of one meeting per year. Additional meetings may be held at the discretion of the Superintendent, his designee, or DOI Committee Facilitator. All meetings are considered working meetings unless otherwise designated and are therefore not open to the public.

Section VII: Committee Member Attendance And Participation

Reasonably regular attendance by members is expected to facilitate thorough discussion and decision-making and to ensure representativeness.

Members are expected to conduct themselves with courtesy at all times. Members shall respect the role of the facilitator(s) to conduct meetings in an orderly manner. Members shall not use their position on the DOI Committee to gain or attempt to gain an undue advantage for themselves or anyone else. Members shall recuse themselves from any discussion on matters that may present a conflict of interest. Members shall not speak on behalf of the DOI Committee unless specifically authorized by the Superintendent or designee.