



Texas Association of School Boards

Legal Services

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Serving Texas Schools Since 1949

School District and Campus Websites: Required and Optional Internet Postings

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Texas and federal law require school districts that maintain an Internet website to publish numerous items on their sites. The list of required postings continues to expand with each legislative session. In addition, Texas law gives school districts the option to post certain items. A full list of both required and optional postings is maintained at TASB Policy CQA(LEGAL) and is set out in the attached chart below.

This list only addresses postings on Internet websites and does not include other required methods of notice or publication of notice required. See TASB Legal Services' [Required Newspaper Publication of Notices by School Districts](#).

This document is continually updated, and references to online resources are hyperlinked, at tasb.org/Services/Legal-Services/TASB-School-Law-eSource/Business/documents/sch-dist-and-campus-website-charts.pdf. For more information on this and other school law topics, visit TASB School Law eSource at schoolawesource.tasb.org.

This document is provided for educational purposes only and contains information to facilitate a general understanding of the law. It is not an exhaustive treatment of the law on this subject nor is it intended to substitute for the advice of an attorney. Consult with your own attorneys to apply these legal principles to specific fact situations.

Updated January 2020

Required Internet Website Postings for All Districts

Information to be Posted	Authority	Notes	Related TASB Policy
Proposed Local Innovation Plan	Tex. Educ. Code § 12A.005(a)(1)	Must be available on the district's website for at least 30 days before a board may vote to adopt it.	AF
Local Innovation Plan	Tex. Educ. Code § 12A.0071(a)	Must be posted by a district designated as a district of innovation in a prominent location on the district website.	AF
Notice of Accredited-Warned, Accredited-Probation, or Not Accredited-Revoked Status	19 Tex. Admin. Code § 97.1055(f)(3)(a)	Must appear on district's homepage not later than 30 calendar days after accreditation status is assigned and remain until the district is assigned the Accredited status.	AIA
Campus Report Card District Performance Report District Accreditation Status & Performance Rating	Tex. Educ. Code § 39.362	Must be posted not later than the 10th day after the first day of instruction each year and include a definition and explanation of each accreditation status.	AIB
Texas Academic Performance Report (TAPR)	19 Tex. Admin. Code § 61.1022(f)		AIB
Annual Federal Report Card	20 U.S.C. § 6311(h)(2)(B)(iii)(I)		AIB
Targeted Improvement Plan or updated plan for a campus assigned an Unacceptable Performance rating	Tex. Educ. Code § 39A.057(b)	Must be posted before the board hearing on the plan.	AIC

Required Internet Website Postings for All Districts

Information to be Posted	Authority	Notes	Related TASB Policy
Notice of Ability to Review the Completed Campus Turnaround Plan	19 Tex. Admin. Code § 97.1064(d)(1)	Must appear at least 30 days before the final plan is submitted to the board.	AIC
Date and Location of the Next Election for Each Board Member	Tex. Gov't Code § 2051.152	For more information about website posting requirements for elections, see TASB Legal Services' NEW Website Posting Requirements for Elections .	BBB, BBBA, CQA
Requirements and Deadline for Filing for Candidacy of Each Board Member (must be continuously posted for at least one year before the election day for the office)	Tex. Gov't Code § 2051.152	For more information about website posting requirements for elections, see TASB Legal Services' NEW Website Posting Requirements for Elections .	BBA, BBBA, CQA
Election Notice	Tex. Elec. Code § 85.007(d)(1)		BBB
Campaign Finance Report Required by Texas Election Code chapter 254	Tex. Elec. Code § 254.04011(b)	Required for a district located wholly or partly in a municipality with a population of more than 500,000 and with a student enrollment of more than 15,000. Must be available not later than the 5th business day after the report is filed with the district.	BBBA
Early Voting Rosters	Tex. Elec. Code § 87.121		BBBA

Required Internet Website Postings for All Districts

Information to be Posted	Authority	Notes	Related TASB Policy
Minutes of the Last Regular Board Meeting Held Before an Election of Trustees	Tex. Educ. Code § 11.159(b); 19 Tex. Admin. Code § 61.1(j)	Required if the minutes reflect that a trustee is deficient in meeting the trustee’s training requirements under Texas Education Code section 11.159. If required, must be posted within 10 business days of the meeting and maintained until the trustee meets the requirements.	BBD
Cost of Responding to Board Members’ Information Requests to the District	Tex. Educ. Code § 11.1512(d)	Must be posted “in a place convenient to the public” if the requests are for 200 or more pages in a 90-day period.	BBE
Statements Regarding: <ul style="list-style-type: none"> • the policies adopted to ensure that students engage in physical activity required by law • the number of school health advisory committee meetings during the preceding year • policies to ensure compliance with vending machine and food service guidelines 	Tex. Educ. Code § 28.004(k)		BDF

Required Internet Website Postings for All Districts

Information to be Posted	Authority	Notes	Related TASB Policy
<ul style="list-style-type: none"> • policies and procedures to penalize the use of e-cigarettes and tobacco products on school campuses or at school activities • the right of parents to request their child’s physical fitness assessment results 			
Notice of Board Meeting	Tex. Gov’t Code § 551.056(b); <i>see also</i> Tex. Gov’t Code §§ 551.043, .051	<p>Must post on Internet website in addition to other place(s) at which meeting notice is required to be posted under the OMA.</p> <p>Posting notice on a district’s website is an alternative to providing notice to a county clerk under Texas Government Code section 551.053(a)(3) for districts extending into four or more counties.</p>	BE
Agenda of Board Meeting	Tex. Gov’t Code § 551.056(c)	If the agenda differs from the meeting notice required to be posted under the OMA, must post if the district contains all or part of the area within the corporate boundaries of a	BE

Required Internet Website Postings for All Districts

Information to be Posted	Authority	Notes	Related TASB Policy
		municipality with a population of 48,000 or more.	
Minutes of Board Meeting	Tex. Gov't Code § 2051.152	Posting minutes is not required for districts with a population of less than 5,000 in the district's boundaries and located in a county with a population of less than 25,000.	BE, CQA
Archived Video & Audio Recording of Board Meetings	Tex. Gov't Code § 551.128	<p>Required for a district with a student enrollment of 10,000 or more for 1) regularly scheduled open meetings, and 2) work sessions or special called meetings if the board votes on any matter or allows public comment or testimony. (See also Tex. Gov't Code § 551.007 concerning public comments.)</p> <p>Must make archived recording available on the Internet no later than seven days after the recording was made, and the recording must be maintained on the Internet for not less than two years after it was first made available.</p>	BE, BED

Required Internet Website Postings for All Districts

Information to be Posted	Authority	Notes	Related TASB Policy
Specific Information pertaining to Proposed Capital Appreciation Bonds	Tex. Gov't Code § 1201.0245		CCA
Bond Election Order, Notice, Contents of Propositions, and Sample Ballot	Tex. Elec. Code § 4.003(f)	Must be posted when a district is conducting a bond election.	CCA
Bond Election Voter Information Document	Tex. Gov't Code § 1251.052(d)	Must be posted beginning not later than the 21st day before election day and ending on the day after the election.	CCA
Results of an Efficiency Audit	Tex. Educ. Code § 11.184	Must be posted not later than 30 days before the date of an election to approve a tax rate. <i>(This posting requirement is effective January 1, 2020.)</i>	CCG
Tax Rate and Budget Information	Tex. Tax Code § 26.18	Must post or cause to be posted, and in the format prescribed by the comptroller. <i>(This posting requirement is effective January 1, 2020.)</i>	CE
Statement regarding Proposed Maintenance and Operations Tax Rate	Tex. Tax Code § 26.05(b)	Posted on district's homepage if the district proposes to increase taxes to fund maintenance and operations expenditures.	CCG
Proposal for Qualifying Project	Tex. Gov't Code § 2267.066(a)	Must be posted not later than the tenth day after the district accepts the proposal.	CDH

Required Internet Website Postings for All Districts

Information to be Posted	Authority	Notes	Related TASB Policy
Summary of Proposed Budget	Tex. Educ. Code § 44.0041(a)(1)	Must be posted concurrently with publication of notice of the budget.	CE
Adopted Budget	Tex. Educ. Code § 44.0051	Must be maintained until the third anniversary of the date it was adopted.	CE
Annual Report of Certain Financial Information	Tex. Loc. Gov't Code § 140.008(f)(1)	Must be posted continuously until the district posts the next annual report; as an alternative to posting the annual report, district may post a link to the Comptroller's Website where the district's financial information may be viewed.	CFA
Contact Information for the District's Main Office, including Physical Address, Mailing Address, Main Telephone Number, and an Email Address	Tex. Loc. Gov't Code § 140.008(f)(2)		CFA
Conflicts Disclosure Statements and Questionnaires	Tex. Loc. Gov't Code § 176.009		CHE
Landowner's Bill of Rights	Tex. Prop. Code § 21.0112(b)(2)	Must be posted not later than the seventh day before a district with eminent domain authority makes a final offer to a property owner to acquire real property.	CHG

Required Internet Website Postings for All Districts

Information to be Posted	Authority	Notes	Related TASB Policy
Information for Each Board Member: <ul style="list-style-type: none"> • Name • Email address • Term of office (including date term began and date term expires) 	Tex. Educ. Code §§ 11.1518, 2051.152	If a district does not maintain an Internet website, this information must be submitted to the Texas Education Agency (TEA) to be posted on TEA’s website.	CQA
District’s Contact Information (including a mailing address, phone number, email address)	Tex. Gov’t Code § 2051.152		CQA
Group Health Coverage Plan & Comparability Report	Tex. Educ. Code § 22.004(d)	Required for a district that does not participate in the uniform group health insurance program (TRS-ActiveCare).	CRD
Employment Policies	Tex. Educ. Code § 21.204(d)		DCB
Early Childhood Literacy and Mathematics Plans Setting Specific Annual Goals	Tex. Educ. Code § 11.185	Must post after the board’s adoption of plan.	EA
Annual Report of Progress Toward Goals Set Under the Early Childhood Literacy and Mathematics Plans	Tex. Educ. Code § 11.185	Must post on district website and, if campus website exists, the campus website.	EA
Annual Report of Progress Toward Goals Set Under College, Career, and Military Readiness Plans	Tex. Educ. Code § 11.186	Must post on district website and, if campus website exists, the campus website.	EA

Required Internet Website Postings for All Districts

Information to be Posted	Authority	Notes	Related TASB Policy
Transition and Employment Guide for Students in Special Education and their Parents	Tex. Educ. Code § 29.0112(e)(1)		EHBAD
Agreement Between District and Public Institution of Higher Education to Provide a Dual Credit Program	Tex. Educ. Code § 28.009(b-2)	Must be posted annually.	EHDD
Information from TEA Explaining Advantages of the Distinguished Level of Achievement and each Endorsement	Tex. Educ. Code § 28.02121(b)	Must be available to students in grades 9 and above and parents or guardians in the language in which they are most proficient if at least 20 students in a grade level primarily speak that language.	EIF
Administration Dates for PSAT/NMSQT and College Advanced Placement Tests with Procedures for Home-schooled Students to Register	Tex. Educ. Code § 29.916(c)	Districts without an Internet website must publish this notice in a newspaper in the district.	EK
Information on each Assessment Required by the State to Comply with 20 U.S.C. § 6311, Other Assessments Required by the State, and Assessments Required District-Wide	20 U.S.C. § 6312(e)(2)(B)	Required of a district that receives funds under Title 1, Part A. Must be posted on the district website and, where practicable, the website of each campus for each grade served.	EKB

Required Internet Website Postings for All Districts

Information to be Posted	Authority	Notes	Related TASB Policy
Information Regarding Local Programs and Services Available to Assist Students Who Are Homeless	Tex. Educ. Code § 33.906(a)	Does not apply to a school within a district that has enrollment of less than 3,000 students and is primarily located in a county with a population of less than 50,000.	FDC
Required and Recommended Immunizations, Health Clinics that offer the Influenza Vaccine, and a link to the Department State Health Services Website that contains information on Immunization Exemptions	Tex. Educ. Code § 38.019(a)	Must be prominent and in English and Spanish.	FFAB
Information relating to bacterial meningitis (to students and their parents each school year)	Tex. Educ. Code § 38.0025(a)	<p>Must provide on the district website the information from the Dep't of State Health Services' (DSHS) Meningitis Information for Students and Parents (or a link to this page), unless the district obtains consent from DSHS to deviate from the prescribed method.</p> <p>School districts that do not maintain a website should provide information in hard copy to each student.</p>	FFAD

Required Internet Website Postings for All Districts

Information to be Posted	Authority	Notes	Related TASB Policy
Summary of the <u>Guidelines for the Care of Students With Food Allergies At-Risk for Anaphylaxis</u> with Instructions for Obtaining Access to the Complete Guidelines Document	Tex. Educ. Code § 38.0151	Guidelines are from the Texas Department of State Health Services.	FFAF
Procedure for Reporting Bullying	Tex. Educ. Code § 37.0832(e)	Required to the extent practicable.	FFI
Email Address and Dedicated Phone Number of the Campus Behavior Coordinator (CBC)	Tex. Educ. Code § 26.015	Must be posted for each district campus.	FO
Public Information Request Form Created by the Attorney General	Tex. Gov't Code § 552.235	Must be posted if the AG's form is used. Use of the AG's form is not required.	GBAA
Designated Mailing and Email Address for Receiving Written Requests for Public Information	Tex. Gov't Code § 552.234(d)	Must be posted if a mailing and email address is designated under Texas Government Code section 552.234.	GBAA
Statement That Written Requests for Public Information May Be Submitted by Board-Designated Method(s) (Other Than by Mail, Email, or Hand-Delivery)	Tex. Gov't Code § 552.234(b)	Must be posted if other methods of delivery that is not already posted on the sign required by Texas Government Code section 552.205 are designated.	GBAA

Required Internet Website Postings for All Districts

Information to be Posted	Authority	Notes	Related TASB Policy
Notice Regarding Ability to Refuse Entry or Eject Certain Persons and Appeals Process	Tex. Educ. Code § 37.105	Must be posted on the district website and each campus website.	GKA

Optional Internet Website Postings

Information that May Be Posted	Authority	Notes	Related TASB Policy
Notice of Public Meeting for Input Prior to the Development of a Targeted Improvement Plan	19 Tex. Admin. Code § 97.1061(d)(3)(A)(ii)	May be posted on website instead of providing notice in local newspapers or other media. Notice must be given 15 days prior to the meeting.	AIB
Superintendent’s Employment Contract	19 Tex. Admin. Code § 109.1001(o)(3)(B)(i)	May be posted on website instead of publishing it in the annual financial management report.	CFA
Notice of a Vacant Position for Which a Certificate or License is Required	Tex. Educ. Code § 11.1513(d)(1)(B)	May be posted on website instead of posting on a bulletin board.	DC
Current Copy of District’s Procedural Safeguards Notice Regarding Special Education	34 C.F.R. § 300.504(b)	May be posted on website, in addition to providing a copy to parents as required.	EHBAE
Annual Notice of Programs Available to Earn College Credit	Tex. Educ. Code § 28.010(b)	May be posted on website instead of other method of notification to parent of each student enrolled in grade 9 or above.	EHDD