

**Del Valle Independent School District  
Administrative Guidelines Regarding Registered Sex Offenders**

The Superintendent has adopted the following Administrative Guidelines to assist staff in providing administrative support regarding the presence of registered sex offenders in the Del Valle Independent School District.

**Definitions.**

Registered sex offenders are persons who are registered under the Sex Offender Registration Program, Chapter 62, Texas Code of Criminal Procedure.

Resident Registered Sex Offenders (Resident RSOs) are registered sex offenders who reside within the boundaries, or within three miles outside the boundaries, of the Del Valle Independent School District.

**General Prohibition.**

Except as provided in this administrative procedure, the Del Valle Independent School District strictly forbids registered sex offenders from entry on property, vehicles, equipment, or facilities owned, leased or operated by or on behalf of the Del Valle Independent School District.

**Exceptions**

1. **Elections.** Registered sex offenders may vote in any scheduled election at an official polling place on school property during voting hours by proceeding directly without pause or delay to the polling place, qualifying to vote, voting, and immediately thereafter leaving school property without pause or delay.

2. **School Board Meetings.** Registered sex offenders may attend regular or specially called meetings of the board of trustees by proceeding directly without pause or delay to the meeting site posted on the applicable board agenda not earlier than five minutes before the scheduled time for the meeting, remaining physically present at the meeting site, and leaving school property without pause or delay no later than five minutes after adjournment of the meeting.

3. **Parental Rights.** A registered sex offender who is a parent, guardian, or person having lawful custody of a student may exercise the parental rights conferred by Chapter 26, Texas Education Code, and may attend scheduled parent-teacher or staff meetings, by proceeding directly without pause or delay to the administrative office of the campus at which the student is enrolled, participating in the activity or meeting at the central office as arranged and supervised by the responsible administrator, and leaving school property without pause or delay no later than five minutes after the activity or meeting is concluded.

THERE ARE NO OTHER EXCEPTIONS FOR REGISTERED SEX OFFENDERS IN THE DEL VALLE SCHOOLS.

**Procedure.**

These procedures for registered sex offenders will be administered by the Department of Curriculum and Instruction. All campuses and offices of the District will participate and cooperate in implementing these procedures.

1. **Liaison with Travis County.** The Department of Curriculum and Instruction will establish direct and frequent liaison with the Travis County Sheriff's Office to ensure that the District is notified immediately, but not later than two working days, of the name, current address and telephone number, photograph, physical description, age, sex, and other identifying information of each Resident RSO. The Department of Curriculum and Instruction will compile and maintain a complete and up-to-date list of all Resident RSOs.

2. **Notice of Criminal Trespass.** Immediately upon learning that an individual is or has become a Resident RSO, but not later than two working days, the Department of Curriculum and Instruction will address and send to that individual, at his or her current residential address, certified mail, return receipt requested, the Notice of Criminal Trespass attached as Appendix A to this procedure. When the signed return receipt is returned, it will be placed on file and safeguarded in case of later prosecution. If a receipt is returned unsigned, or the notice is for some reason undeliverable, the Department of Curriculum and Instruction will ensure that a copy of the notice is hand delivered to the individual and that a written log is kept showing when, where, and by whom the notice was delivered.

3. **Reports of Violations.** All employees of the District, at all campuses and offices, are requested to report known or suspected violations of this procedure. An immediate oral report should be made by telephone to Department of Curriculum and Instruction, telephone number (512) 386-3040, followed by a brief written memorandum setting forth available specific information regarding the incident. The Department of Curriculum and Instruction will then immediately report the violation to the Travis County Sheriff's Office for appropriate law enforcement action.

4. **Prosecution.** Registered sex offenders who violate these procedures will be subject to prosecution for criminal trespass under Section 30.05(a), Texas Penal Code, which is a Class B misdemeanor. It is the intention of the Del Valle Independent School District to prosecute violations of this prohibition to the fullest extent of the law.