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**Sent:** Tuesday, May 27, 2025 4:54 PM  
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**Cc:** Stacy Henderson <Stacy.Henderson@farmersbranchtx.gov>  
**Subject:** Clarification on Board Absences

Hello all,

We wanted to reach out to you all regarding board absences as there has been some confusion. The absences should count from the beginning of their term to one year later (12 consecutive months). Once they reach their one year anniversary, the absence total starts over, and every anniversary thereafter. If they miss more than 25% of absences in that time frame, then they are removed from the board. I have attached a template that can be used for when they are approaching the 25% mark and for if they have more than 25%, as well as the ordinance regarding absences.

If you have any questions, please let me know.

*Erin Flores, TRMC*  
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