Agenda of Work Session
Thursday, August 22, 2024
The Board of Trustees
Richardson ISD

A Work Session of the Board of Trustees of Richardson ISD will be held Thursday, August 22, 2024, beginning at 6:00 PM in the Administration Building, 400 S. Greenville Ave, Richardson, TX 75081.

Prior to or during consideration of agenda subjects, the board will hear public comments from any member of the public who has complied with District procedures for signing up to speak. The notice for this meeting was posted on August 19, 2024 .

Public Comments: - Persons wishing to address the Board must complete an online Public Comment form by signing up at https://web.risd.org/board/public-comments/ beginning when the meeting agenda is posted through 12:00 p.m. on the day of the meeting. RISD will not accept submissions after 12:00 p.m. on the posted meeting date. Persons who do not have access to a computer to complete the Public Comment form online may contact the Board Office during normal business hours at 469-593-0403 (español 469-593-0312) for assistance. Persons wishing to speak must complete the online registration form in full and be present at the meeting to make his/her own comments during the designated time for Public Comment to be eligible to speak. Any registered speaker who is absent from the meeting at the time for Public Comment forfeits the opportunity to address the Board at that meeting.

Disruptions. Disruptive behavior will not be tolerated during a meeting. After providing at least one warning to a disruptive visitor, the presiding officer may request assistance from law enforcement officials to remove from the meeting any person who continues to disrupt the meeting by utterances or actions. A visitor who exhibits disruptive behavior in a subsequent meeting may be issued a trespass warrant. It is a criminal offense for a person, with intent to prevent or disrupt a lawful meeting, to substantially obstruct or interfere with the ordinary conduct of a meeting by physical action or verbal utterance.
The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice.

I. **CALL TO ORDER**

II. **PUBLIC COMMENT SECTION**
Comments from visitors who submitted the form requesting to address Board Members.

A. Agenda Related Topic

III. **ACTION / INFORMATION ITEMS**

A. Special Education Services Update 7
Information Item

B. Update on Summer Construction Projects 8
Information Item

C. Review and Discussion of Legislative Priorities 9
Information Item

D. Review and Discussion of Board Policies: 11
- EIC (LOCAL) - Academic Achievement: Class Ranking
- DBD (LOCAL) - Employment Requirements and Restrictions: Conflict of Interest
- DBE (LOCAL) - Employment Requirements and Restrictions: Nepotism
- BBD (LOCAL) - Board Members: Training and Orientation
- BBFA (LOCAL) - Ethics: Conflict of Interest Disclosures

Information Item

E. Superintendent's First Week of School Update 28
Information Item

IV. **BOARD TRAINING - TEAM OF EIGHT TRAINING (RESCHEDULED FROM AUGUST 8, 2024)** **29**

A. In accordance with the provisions of the Texas Education Code, Section §11.159, continuing education for Board members will be conducted under Texas Administrative Code, Title 19, Section 61.1: Continuing Education for School Board Members, related to team building. [This matter may be discussed in closed session pursuant to Texas Gov. Codes § 551.071 and 551.074.]

V. **CLOSED MEETING**

If, during the course of the meeting, the Board of Trustees should determine that a closed session is required, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Texas Government Code, including but not limited to Section 551.071 - Consultation with Attorney and Section 551.074 Personnel Matters and Duties of Public Officer.

A. Team of Eight Training (Rescheduled from August 8, 2024)
B. Deliberate Superintendent's evaluation instrument and potential contract amendment

VI. **RECONVENE**

Open Meeting to vote on matters considered in Closed Meeting, if applicable.

VII. **ADJOURNMENT**

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting. [*See* BEC(LEGAL)]

BOARD OF TRUSTEES
RICHARDSON INDEPENDENT SCHOOL DISTRICT

Procedures for Public Comments During Board Meetings

The Board of Trustees of the Richardson Independent School District welcomes members of the public to its meetings. The purpose of meetings is to allow trustees to conduct the business of the District. Although Board meetings are held in public, they are not public meetings and the public does not have a right to participate except as provided by the Board. The Board offers a limited open forum at meetings through its Public Comment Sections to provide opportunities for members of the public to convey information to the Board.

The Board adopted the following procedures concerning public comments to facilitate the efficient operation of meetings:

Public Comment Section

- The Board of Trustees will include a Public Comment Section on the posted Agenda for each meeting. The Board holds regular monthly business meetings each month of the year, excluding July. Business meetings typically are scheduled for the first Thursday of the month. The Board schedules work sessions to address topics of study or as other needs arise. The Board reserves the third Thursday of each month for work sessions, but they also may be scheduled at any other time when a need arises. The Board reserves the right to schedule or reschedule meetings as necessary to meet the operational needs of the District. A written Agenda is posted for each Board meeting at least 72 hours before the meeting is scheduled. If an Emergency Meeting is authorized, an agenda will be posted at least one hour before the meeting is scheduled.

The Public Comment Section for agenda-related topics ordinarily will be placed on the Agenda just prior to the first business item on the Agenda. Where appropriate for efficient meeting management, the section for comments related to non-agenda topics may be placed on the Agenda after other action and information items. A speaker who attempts to address a non-agenda related topic during any period reserved for agenda-related topics is engaging in disruptive behavior. The speaker must stop his or her comments when directed.

- When necessary for effective meeting management, to accommodate large numbers of individuals wishing to address the Board at a meeting, or when otherwise advisable to accommodate specific circumstances, the Board delegates to the presiding officer the authority to make adjustments to these public comment procedures. Such adjustments may include, without limitation, adjusting when public comment will occur during a meeting, reordering agenda items, deferring public comment on non-agenda items, continuing an agenda item to a later meeting, temporarily revising public comment procedures as necessary if a meeting is conducted via videoconference, providing expanded opportunity for public comment, or establishing an overall time limit for public comments and adjusting the time allotted to each speaker.

Speaker Topics

- Regular Business Meetings. Speakers may comment on specific Agenda items, as well as matters not on the posted Agenda (i.e. non-agenda items), during the Public Comment Section at regular business meetings.

- Work Sessions or Other Called Meetings. Speakers may comment only on specific agenda items during the Public Comment Section at work sessions and other called meetings.

- Public Hearings. When RISD gives notice of a public hearing, speakers may complete a separate online public comment form for the public hearing. Speakers may only comment on the specific topic noticed for the public hearing. All other rules noted herein apply to comments during a public hearing.

Public Comment Form

- Persons wishing to address the Board must complete an online Public Comment form by signing up at the designated registration form link on the District's website beginning when the meeting agenda is posted through 12:00 p.m. on the day of the meeting. RISD will not accept submissions after 12:00pm on the posted meeting date. Persons wishing to speak must complete the designated registration form in full and be present at the meeting to make his/her own comments during the designated time for Public Comment to be eligible to speak. Any registered speaker who is absent from the meeting at the time for Public Comment forfeits the opportunity to address the Board at that meeting.

- In addition to identifying information, each speaker must indicate the specific Agenda item about which he or she wishes to comment and/or identify the non-Agenda topic of the comments.

- If RISD gives notice of a public hearing, it will provide a separate designated registration form link on the District's website for the public hearing that persons who wish to speak must complete. Individuals will be able to register beginning when the meeting agenda for

the public hearing is posted through 12:00 p.m. on the day of the meeting. RISD will not accept comment cards after 12:00pm on the posted meeting date.

- Persons who do not have access to a computer to complete the Public Comment form online may contact the Board Office at 469-593-0403 for assistance. The online form is required to be completed by no later than 12:00 pm on the day of the posted meeting.

Written Materials

- A speaker who wishes to provide written materials to the Board of Trustees must bring at least nine (9) copies of the materials to the Board meeting. A copy of the materials will be provided to the trustees before the speaker is called. The speaker may not distribute materials when he or she is called to speak.

Time

- Each speaker is limited to a total of three* minutes and a speaker may not use time of another speaker to extend his or her comment period. Note: A speaker who addresses the Board through a translator will have six* minutes to present comments to ensure that non-English speakers receive the same opportunity to address the Board.

- Staff will set a three*-minute digital timer for each speaker. The speaker shall end his or her comments when the timer expires. Any speaker who fails to stop speaking and yield the podium at the end of his or her allotted time is considered out of order and may be escorted from the podium and/or asked to leave the meeting.

(*Unless the comment period has been limited as provided herein.)

Single comment

- A speaker may complete one online Public Comment form for each meeting. A speaker who comments during a public hearing is not ineligible to speak during the regular public comment period.

Protocol for Speakers

- The Board Secretary will call the name of each speaker who has submitted a public comment card and state the topic(s) on which the individual has registered to speak.

- Each speaker should approach the podium when his or her name is called. An adjustable microphone is affixed to the podium in the Auditorium. The speaker should clearly state his or her name and the school or school(s) the speaker's children attend or have attended before beginning to comment.

- The Board will not engage in dialogue with a speaker. Specific factual information or reference to an existing policy may be furnished in response to inquiries or statements. The Board cannot deliberate or make a decision on any subject that is not on the Agenda.

- The public comment period is not the appropriate forum for presentation of formal complaints. RISD maintains a formal grievance policy to address complaints. The Board will only consider formal complaints that remain unresolved after they have been addressed through proper administrative channels and when they have been placed on the Agenda. Attacks of a personal nature against Board members, RISD staff, students, or other citizens by name or unique title will not be allowed or tolerated. Speakers who wish to make a complaint regarding an employee should comply with the appropriate complaint policy. (DGBA – Employee Complaints; FNG – Student/Parent Complaints; GF – Public Complaints). Complaint policies are available on the RISD website.

- Remarks or other conduct that disrupt the meeting are considered out of order and will not be allowed. Visitors and staff must listen quietly and respectfully during the public comment section whether they agree or disagree with a speaker's message. It is not appropriate for staff or visitors to clap, cheer, boo, display banners, or otherwise engage in disruptive conduct. Persons who disrupt the meeting will be cautioned to observe meeting rules. Persons who persist in disrupting the meeting may be removed from the meeting.

Consent for Online Publication

RISD may audio and video record its meetings. A person who chooses to speak during the Public Comment Section is consenting to the online audio/video publication of his or her comments.

Reasonable Accommodation and Translation

Persons desiring to make a public comment who need reasonable accommodations of a disability or who require a language translator should contact the Board office at 469-593-0403 in advance of the meeting to request assistance.

Approved: September 15, 2022

JUNTA DIRECTIVA
DISTRITO ESCOLAR INDEPENDIENTE DE RICHARDSON

Procedimientos para los comentarios del público durante las reuniones de la Junta Directiva

La Junta Directiva del Distrito Escolar Independiente de Richardson da la bienvenida a los miembros del público a sus reuniones. El propósito de las reuniones es permitir a los miembros de la Junta conducir los negocios del Distrito. Aunque las reuniones de la Junta Directiva se celebran en público, no son reuniones públicas y el público no tiene derecho a participar, salvo lo dispuesto por la Junta. La Junta ofrece un foro abierto limitado en las reuniones a través de su Sección de Comentarios Públicos para proporcionar oportunidades a los miembros del público para transmitir información a la Junta.

La Junta Directiva adoptó los siguientes procedimientos relativos a los comentarios del público para facilitar el funcionamiento eficiente de las reuniones:

Sección de comentarios del público

- La Junta Directiva incluirá una sección de comentarios del público en el orden del día de cada reunión. La Junta celebra reuniones mensuales de trabajo todos los meses del año, excepto julio. Las reuniones de trabajo suelen celebrarse el primer jueves de cada mes. La Junta Directiva programa sesiones de trabajo para tratar temas de estudio o cuando surgen otras necesidades. La Junta se reserva el tercer jueves de cada mes para las sesiones de trabajo, pero también pueden programarse en cualquier otro momento cuando surja una necesidad. La Junta se reserva el derecho de programar o reprogramar las reuniones según sea necesario para satisfacer las necesidades operativas del Distrito. Se publica una agenda por escrito para cada reunión de la Junta Directiva al menos 72 horas antes de su realización. Si se autoriza una reunión de emergencia, se publicará una agenda al menos una hora antes de la fecha de la reunión.

La sección de comentarios del público para los temas relacionados con la agenda se incluirá normalmente en la agenda justo antes del primer punto de la misma. Cuando sea conveniente para una gestión eficaz de la reunión, la sección de comentarios relacionados con temas no incluidos en la agenda podrá incluirse después de otros puntos de acción e información. Un orador que intente abordar un tema no relacionado con la agenda durante cualquier período reservado para los temas relacionados con la agenda está incurriendo en un comportamiento perturbador. El orador deberá interrumpir sus comentarios cuando se le indique.

- Cuando sea necesario para la gestión eficaz de la reunión, para dar cabida a un gran número de personas que deseen dirigirse a la Junta en una reunión, o cuando sea aconsejable para adaptarse a circunstancias específicas, la Junta delega en el presidente la autoridad para hacer ajustes a estos procedimientos de comentarios del público. Dichos ajustes pueden incluir, sin limitación, la adaptación del momento en que se producirán los comentarios del público durante una reunión, la reordenación de los puntos del orden del día, el aplazamiento de los comentarios del público sobre los puntos no incluidos en el orden del día, la continuación de un punto del orden del día para una reunión posterior, la revisión temporal de los procedimientos de comentarios del público según sea necesario si una reunión se lleva a cabo a través de videoconferencia, la ampliación de las oportunidades para los comentarios del público, o el establecimiento de un límite de tiempo general para los comentarios del público y el ajuste del tiempo asignado a cada orador.

Temas de los oradores

- Reuniones ordinarias de trabajo. Los oradores podrán hacer comentarios sobre puntos específicos de la agenda, así como sobre asuntos que no figuren en la agenda (es decir, puntos no incluidos en la agenda), durante la sección de comentarios del público en las reuniones ordinarias de trabajo.

- Sesiones de trabajo u otras reuniones convocadas. Los oradores sólo pueden comentar puntos específicos de la agenda durante la sección de comentarios del público en las sesiones de trabajo y otras reuniones convocadas.

- Audiencias públicas. Cuando RISD notifica una audiencia pública, los oradores pueden completar un formulario de comentarios públicos en línea separado para la audiencia pública. Los oradores sólo pueden hacer comentarios sobre el tema específico anunciado para la audiencia pública. Todas las demás normas indicadas aquí se aplican a los comentarios durante una audiencia pública.

Formulario de comentarios públicos

- Las personas que deseen dirigirse a la Junta deben llenar un formulario de comentarios públicos en línea inscribiéndose en el enlace del formulario de registro designado en la página web del Distrito a partir del momento en que se publique la agenda de la reunión y hasta las 12:00 p.m. del día de la reunión. RISD no aceptará presentaciones después de las 12:00 p.m. de la fecha de la reunión publicada. Las personas que deseen hacer uso de la palabra deben completar el formulario de registro designado en su totalidad y estar presentes en la reunión para hacer sus propios comentarios durante el tiempo designado para los Comentarios Públicos para tener derecho a hablar. Cualquier orador registrado que se ausente de la reunión a la hora de los Comentarios Públicos perderá la oportunidad de dirigirse a la Junta en esa reunión.

- Además de la información de identificación, cada orador debe indicar el punto específico del orden del día sobre el que desea

comentar y/o identificar el tema no incluido en el orden del día de los comentarios.

- Si RISD avisa de la celebración de una audiencia pública, proporcionará un enlace a un formulario de registro designado por separado en el sitio web del Distrito para la audiencia pública que las personas que deseen intervenir deberán rellenar. Las personas podrán inscribirse a partir del momento en que se publique el orden del día de la audiencia pública hasta las 12:00 horas del día de la reunión. El RISD no aceptará tarjetas de comentarios después de las 12:00 p.m. de la fecha de la reunión anunciada.

- Las personas que no tengan acceso a una computadora para completar el formulario de comentarios públicos en línea pueden comunicarse con la Oficina de la Junta al 469-593-0403 para obtener ayuda. El formulario en línea debe completarse antes de las 12:00 p.m. del día de la reunión publicada.

Materiales escritos

Un orador que desee proporcionar materiales escritos a la Junta Directiva debe traer al menos nueve (9) copias de los materiales a la reunión de la Junta. Se proporcionará una copia de los materiales a los miembros de la Junta antes de que el orador sea convocado. El orador no podrá distribuir materiales cuando sea llamado a hablar.

Tiempo

- Cada orador está limitado a un total de tres* minutos y un orador no puede utilizar el tiempo de otro orador para extender su período de comentarios. Nota: Un orador que se dirija a la Junta a través de un traductor dispondrá de seis* minutos para presentar sus comentarios a fin de garantizar que las personas que no hablan inglés tengan la misma oportunidad de dirigirse a la Junta.

- El personal pondrá un reloj digital de tres* minutos para cada orador. El orador terminará sus comentarios cuando el tiempo expire. Cualquier orador que no deje de hablar y ceda el podio al final de su tiempo asignado se considerará fuera de lugar y podrá ser escoltado del podio y/o se le pedirá que abandone la reunión.

(*A menos que el período de comentarios se haya limitado según lo dispuesto en el presente documento).

Un solo comentario

Un orador puede completar un formulario de comentarios públicos en línea para cada reunión. Un orador que comente durante una audiencia pública no podrá intervenir durante el periodo de comentarios públicos regular.

Protocolo para los oradores

- La secretaria de la Junta llamará por su nombre a cada orador que haya presentado una tarjeta de comentarios públicos e indicará el tema o temas sobre los que se ha inscrito para hablar.

- Cada orador deberá acercarse al podio cuando se diga su nombre. En el podio del Auditorio hay un micrófono ajustable. El orador debe decir claramente su nombre y la escuela o escuelas a las que asisten o han asistido sus hijos/as antes de comenzar a comentar.

- La Junta no entablará un diálogo con el orador. En respuesta a las preguntas o declaraciones, se puede proporcionar información específica sobre los hechos o hacer referencia a una política existente. La Junta no puede deliberar ni tomar una decisión sobre ningún tema que no figure en la agenda.

- El período de comentarios públicos no es el foro apropiado para la presentación de quejas formales. El RISD mantiene una política de quejas formales para atenderlas. La Junta sólo considerará las quejas formales que queden sin resolver después de que se hayan abordado a través de los canales administrativos adecuados y cuando se hayan incluido en el orden del día. No se permitirán ni tolerarán los ataques de carácter personal contra los miembros de la Junta, el personal de RISD, los estudiantes u otros ciudadanos por su nombre o título. Los oradores que deseen presentar una queja sobre un empleado deberán cumplir con la política de quejas correspondiente. (DGBA - Quejas de empleados; FNG - Quejas de estudiantes/padres; GF - Quejas del público). Las políticas de quejas están disponibles en la página web de RISD.

- Los comentarios u otras conductas que perturben la reunión se consideran fuera de lugar y no se permitirán. Los visitantes y el personal deben escuchar en silencio y con respeto durante la sección de comentarios del público, tanto si están de acuerdo como si no lo están con el mensaje del orador. No es apropiado que el personal o los visitantes aplaudan, chiflen, abucheen, muestren pancartas o adopten cualquier otra conducta perturbadora. Las personas que perturben la reunión serán amonestadas para que respeten las normas de la misma. Las personas que persistan en perturbar la reunión podrán ser expulsadas de la misma.

Consentimiento para la publicación en línea

RISD puede grabar sus reuniones en audio y vídeo. Una persona que elija hablar durante la Sección de Comentarios Públicos está consintiendo la publicación en línea de sus comentarios en audio y video.

Acomodación razonable e interpretación

Las personas que deseen hacer un comentario público y que necesiten adaptaciones razonables de una discapacidad o que requieran un traductor de idiomas deben ponerse en contacto con la oficina de la Junta al 469-593-0403 antes de la reunión para solicitar asistencia.

Aprobado: jueves, 15 de septiembre de 2022

BOARD OF TRUSTEES Richardson
Independent School District
Richardson, Texas

Date: **August 22, 2024**
Department: **Special Student Services**

Submitted by: **Matthew Gibbins, Assistant Superintendent Administrative Services, Katie Barrett, Senior Executive Director Special Student Services**

INFORMATION ITEM

TOPIC: **Special Education Services Update**

BACKGROUND INFORMATION:
RISD Special Student Services staff will be sharing an overview of information pertaining to national, state and local trends in the area of Special Education Support Services. Topics will cover staffing, services provided, academic trends, challenges the department and campuses are facing and the plan of action to address these challenges.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent presents the Special Education Services update for the Board's information.

BOARD OF TRUSTEES Richardson
Independent School District
Richardson, Texas

Date: **August 22, 2024**

Department: **District Operations**

Submitted by: **Sandra Hayes, Assistant Superintendent**

INFORMATION ITEM

TOPIC: **Update on Summer Construction Projects**

INFORMATION:

Facility projects are planned on a five-year cycle using funding from multiple sources. Tonight, we are bringing an update regarding Summer 2024 projects including HVAC, roofing, flooring, new construction and renovation projects taking place across the district.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent presents the information concerning the status of facility projects for your information and review.

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: **August 22, 2024**

Submitted by: **Liz Morse, Government Relations**

INFORMATION ITEM

TOPIC: Legislative Priorities

Background Information:

Prior to each Texas legislative session, the RISD Board of Trustees' Legislative Subcommittee examines and reviews issues/topics that may be impacted by existing laws or potential new legislation. The subcommittee then drafts legislative priorities to draw attention to those issues/topics where the upcoming Texas Legislature could provide RISD with improvements to existing laws, or create new laws, that would help RISD better serve students, teachers and other staff supporting RISD schools. The subcommittee then presents the proposed legislative priorities to the full board for discussion and approval.

Tonight, an update will be provided to the Board related to 2025 Legislative Priorities schedule of development.

2025 RISD Board of Trustees

Legislative Priorities

DATE	TASK	RESPONSIBLE
August 1, 2024	Schedule a meeting with the Board Legislative Subcommittee	Liz Morse, Viri Gutierrez (Superintendent)
August 2024	Develop draft legislative priorities	Board Legislative Subcommittee
August 22, 2024 (scheduled meeting)	Board briefing of legislative priorities process and input	Board Legislative Subcommittee All BoT
August 30, 2024	Draft of legislative priorities to Board Legislative Subcommittee	Liz Morse Board Legislative Subcommittee
September 9-13, 2024	Distribute legislative priorities to all board members for review/feedback	Board Legislative Subcommittee All BoT to review
September 19, 2024 (scheduled meeting)	Present draft legislative priorities for open discussion	Board Legislative Subcommittee All BoT for discussion
October 17, 2024 (scheduled meeting)	Review input and make final edits on legislative priorities	Board Legislative Subcommittee All BoT for discussion
October 24, 2024 (scheduled meeting)	Present final legislative priorities for board approval	Board Legislative Subcommittee All BoT
November 1, 2024	BoT 2025 Legislative Priorities presented to community	Board Legislative Subcommittee RISD Communications

BOARD OF TRUSTEES
RICHARDSON INDEPENDENT SCHOOL DISTRICT
RICHARDSON, TEXAS

Date: August 22, 2024
Submitted by: Dr. Matthew Gibbins, Assistant Superintendent- Administrative Services; Leticia D. McGowan, General Counsel

INFORMATION ITEM

TOPIC: Revision to Policy EIC (LOCAL) – Academic Achievement: Class Ranking

BACKGROUND INFORMATION:

Staff regularly review local policies to ensure they conform to District needs, applicable law, and best practices. The recommendation is to revise EIC (LOCAL) – Academic Achievement: Class Ranking.

The following policy is provided for the Board's review:

EIC (LOCAL) – Academic Achievement: Class Ranking

PROPOSED RECOMMENDATION:

The proposed revision to the Local Policy is submitted for the Board's review:

1. EIC (LOCAL) – Academic Achievement: Class Ranking

The LOCAL policy was revised by the Board in April 2023. Since the revision, the Administration has identified another area of concern. This year, with the new Texas First Diploma option for students (for early graduates), RISD had students jump into the top 10 in the last semester before the final GPA/rank run for graduation honors. This impacted the final ranking of students. In reviewing other districts' policies, most of those policies prohibit early graduates from being valedictorian or salutatorian. The Administration is suggesting a similar prohibition for valedictorian or salutatorian and Top Ten Graduates be added to RISD's policy. This change would be effective starting with the 2025-26 school year.

Note: The following provisions shall apply to students beginning with the graduating class of 2024.

The term "grade point average" (GPA) refers to the number that is calculated using grades earned in all eligible courses. The District calculates all students' GPAs to the sixth decimal place. (Refer also to implementation timelines below for the year in which the calculations first apply.)

Consistent Application for Graduating Class

The District shall apply the same GPA calculation for the classes that all students in the graduating class earned in accordance with the particular dates set out herein.

Calculation of Grade Point Average

The District shall calculate GPA for students in grades 9 and 10 once each school year after all semester grades are posted at the end of the spring semester. The District shall calculate GPA for students in grades 11 and 12 twice each year: at the end of the fall semester after all grades are posted and at the end of the spring semester.

Top Ten Percent

The District shall calculate class rank annually only for the top ten percent of the junior and senior classes for the purpose of automatic admission to state colleges and universities at the end of the fall semester and again at the end of the spring semester for both junior and senior classes.

Class rank shall be reported as the student's specific numeric ranking out of a specific class size.

All eligible courses earned at the end of grades 8-12 shall be used to calculate class rank for top ten percent and GPA.

Exclusions

The following courses shall not be eligible for calculating rank or GPA:

1. Credit by examination [see EHDB and EHDC];
2. AP examinations;
3. Drivers education;
4. Local credit courses designated with "L";
5. Other than state-approved substitute courses for physical education, including athletics, cheerleading, drill team, and marching band (color guard);
6. Examinations for acceleration [see EHDC]; and
7. Courses carrying graduation credit taken before the end of the eighth grade. A course carrying graduation credit taken for

the first time during summer school after grade 8 shall count in rank/GPA.

Quality Points

Students who enroll in eligible advanced-level courses shall earn quality points for those courses for purposes of determining GPA as follows:

1. At the end of the semester, passing grades earned in eligible AP, dual credit, and OnRamps courses shall receive 10 quality points.
2. At the end of the semester, passing grades in eligible honors, and Advanced (formerly known as Pre-AP) courses shall receive 5 quality points.

Refer to the *RISD Program of Studies* for courses eligible for quality points.

Grades Earned Outside of District

When a student presents properly documented semester grades earned outside the District (e.g., grades from another U.S. public or private school, grades earned in a foreign country, grades earned from junior college, and the like) for graduation credit, the District shall add quality points to the grades according to this policy only if the same or equivalent courses are offered to students in the District. If the same or similar courses are not offered to District students, no quality points shall be added.

Exception

Grades earned in International Baccalaureate (IB) courses shall be considered like AP courses for the purposes of quality points. Refer to the *RISD Program of Studies* for guidelines concerning evaluation of transcripts for grades earned outside the District.

A student may not receive quality points for any advanced level courses taken in another district for which the sending district already has awarded quality points (or the equivalent) as reflected in the academic achievement record. A student shall not receive more District quality points for a qualifying course taken in another district than would be awarded for the course under District policies and practices.

New Students

Grades for students new to the District or who enroll in the District after the start of a grading period shall be computed using a combination of grades from the former school and grades earned from the time the student enrolled in the District.

Local Graduation Honors

The District shall recognize students who distinguish themselves academically during their secondary public school education in the District. Recognition of achievement shall include designation as valedictorian or salutatorian, top ten percent, honor graduate, top

ten graduate, or other campus recognition of academic achievement. The District's eligibility criteria for local graduation honors shall apply only for local recognitions and shall not restrict class rank for purposes of automatic admission under state law.

Valedictorian/ Salutatorian

The valedictorian and salutatorian shall be the two seniors graduating at the end of the spring semester at each District high school who have attained the two highest overall GPAs for grades 9-11 and the fall semester of grade 12.

Eligibility

To be eligible for valedictorian/salutatorian honors, a student shall:

1. Have maintained continuous enrollment and attended a District school throughout grades 10-12;
2. Have completed all courses and grades earned in grades 10-12 while continuously enrolled in the District;
3. Have carried at least a minimum course load at each grade level [see EED(LOCAL) and the *RISD Program of Studies*]; and
4. Be graduating under the foundation program.
5. Not have been in high school for less than seven (7) semesters

Breaking Ties

In the event of a tie in the calculation of the two highest overall GPAs, which have been calculated to the sixth decimal place, the District shall calculate the GPAs to the eighth decimal place.

If reference to the GPA calculated to the eighth decimal place does not break the tie, the District shall count the number of classes the student took for which he/she received 10 quality points and the student with the most 10 quality-point classes shall receive the honor.

If the tie is not broken after counting 10 quality point courses, the District shall recognize all students involved in the tie as sharing the honor and title. If the tie is at the valedictorian level, all students involved shall be considered valedictorian and no salutatorian shall be named.

Top Ten Graduates

Students designated as "top ten" graduates shall be the ten seniors graduating at the end of the spring semester with the highest scholastic averages in grades 9-11, and during the fall semester of grade 12, as determined by courses included in computing class rank.

Eligibility

To be eligible for this honor, a student shall:

1. Have maintained continuous enrollment and attended District schools throughout grades 10-12;
2. Have completed all courses and grades earned in grades 10-12 while continuously enrolled in the District;
3. Have carried at least a minimum course load at each grade level [see EED(LOCAL) and the *RISD Program of Studies*]; and
4. Be graduating under the foundation program.
5. Not have been in high school for less than seven (7) semesters

These eligibility criteria shall also be communicated in the *RISD Program of Studies.*

Honor Graduates

"Honor graduates" shall be those seniors graduating at the end of the spring semester who have attained an overall average of 90 or above for eligible courses in grades 9-12.

Top Ten Percent

The District shall provide to each student whose GPA is in the top ten percent of his or her graduating class a certificate of class rank that contains the student's specific numeric rank out of a specific class size. Class rank shall not be recorded in the student's academic achievement record (transcript).

BOARD OF TRUSTEES
RICHARDSON INDEPENDENT SCHOOL DISTRICT
RICHARDSON, TEXAS

Date: August 22, 2024
Submitted by: Dr. Christopher Goodson, Assistant Superintendent- Human Resources; Leticia D. McGowan, General Counsel

INFORMATION ITEM

TOPIC: Revision to Policy DBD (LOCAL) – Employment Requirements and Restrictions: Conflict of Interest

BACKGROUND INFORMATION:

Staff regularly review local policies to ensure they conform to District needs, applicable law, and best practices. The recommendation is to revise DBD (LOCAL) – Employment Requirements and Restrictions: Conflict of Interest.

The following policy is provided for the Board's review:

DBD (LOCAL) – Employment Requirements and Restrictions: Conflict of Interest

PROPOSED RECOMMENDATION:

The proposed revision to the Local Policy is submitted for the Board's review:

1. DBD (LOCAL) – Employment Requirements and Restrictions: Conflict of Interest

The policy is being recommended for revision by the Administration. The recommended changes are to provide additional clarification on the required expectations for employees. The language related to nepotism has been deleted and will be moved to DBE (LOCAL), which is the appropriate placement for the nepotism language. recommended changes are intended to address this.

Note: For conflicts of interest and gifts and gratuities related to federal grants and awards, see CB and CBB. Nepotism rules may be found at DBE.

General

~~An~~ All employees shall avoid any actual or perceived conflict between their personal interests and the interests of the District in dealing with suppliers, customers, and all other organizations or individuals doing or seeking to do business with the District.

An employee shall not have a personal financial interest, a business interest, or any other obligation with any business or activity (including ~~an~~ outside employment or independent contractor relationship) that in any way creates a substantial conflict with the faithful discharge of assigned duties and responsibilities or that creates a conflict with or compromises the best interest of the District.

The Superintendent shall develop procedures under which employees are required to disclose conflicts of interest. [See also DBD(EXHIBIT)]

Disclosure— General Standard

An employee shall disclose to his or her immediate supervisor a personal financial interest, a business interest, or any other obligation that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the District. The immediate supervisor shall immediately notify the Leadership Executive Team member that the department reports to of the actual or potential conflict of interest and the immediate supervisor ~~divisional manager of the information and the manager~~ shall take action to ensure applicable law and Board policy are followed in connection with the disclosed conflict.

Specific Disclosures

Substantial Interest Affidavit

The Superintendent and any other employee who is in a position to affect a financial decision involving any business entity or real property in which the employee has a substantial interest, as defined by Local Government Code 171.002, shall be required to file an affidavit disclosing the nature of the interest. The affidavit shall be filed with the Superintendent, Board President, or a designee prior to the award of a contract or authorization of payment by the District.

Affidavit Disclosing Interest in Property

The Superintendent shall be required to file an affidavit disclosing interest in property in accordance with Government Code 553.002.

Annual Financial Management Report	The Superintendent, as the executive officer of the District, shall provide to the District in a timely manner information necessary for the District's annual financial management report. [See BBFA]
Gifts	An employee shall not accept or solicit any gift, favor, service, or other benefit that could be reasonably construed to influence the employee's discharge of assigned duties and responsibilities. [See CAA, CB, and CBB]
Endorsements	An employee shall not recommend, endorse, or require the purchase of ~~students to purchase~~ any product, material, or service in which the employee has a financial interest or that is sold by a company that employs or retains the employee during nonschool hours or employs or contracts with the employee's relative(s). No employee shall require students to purchase a specific brand of school supplies if other brands are equal and suitable for the intended instructional purpose.
Sales	An employee shall not use his or her position with the District to attempt to sell products or services.

Nonschool Employment

An employee shall disclose in writing to his or her immediate supervisor any outside employment that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or with the best interest of the District.

Employee Sponsoring Study / Travel Programs

The District does not sponsor or approve any student study/travel program that is not part of the curriculum. The following shall apply to District employees' involvement in any such programs:

1. Publicity of travel tours shall be limited to one poster or flyer displayed on school premises in a designated area (e.g., a student bulletin board), but only if approved in advance by the principal. No flyers may be distributed on school premises. All promotional materials for any travel tours shall plainly disclose that the tours ~~they~~ are not endorsed or sponsored by the District.
2. Recruitment of travel tour participants for school programs may not occur during school hours.
3. Any teacher who sponsors or accompanies students on foreign or domestic study/travel shall do so without the liability protection extended to District employees acting within the scope of their employment. [See CRB]

~~**Employment of Relatives**~~

~~Employment with the District may be restricted when an applicant or current employee is related by consanguinity (blood) or affinity~~

~~(marriage) to another employee of the District or a member of the Board. [See also DBE(LEGAL)]~~

~~Assignment and Supervision of Relatives~~

~~The District shall not assign any employee to a position in which the employee directly supervises a member of his or her immediate family. Similarly, an employee shall not be assigned to a position in which the employee would be directly supervised by another individual who is a member of the employee's immediate family.~~

~~Although assignment of relatives to the same campus or department is not strictly prohibited where the related employees have no supervisory responsibility for one another, the District recognizes the potential for disruption and disharmony in the workplace in such instances and, therefore, will consider familial relationships as a factor when making hiring, assignment, reassignment, and promotion decisions. The District will take further appropriate personnel action such as discipline, reassignment, or discharge if the simultaneous employment or assignment of relatives at a campus or other work location creates a disruption.~~

~~Definition—"Immediate Family"~~

~~For purposes of this policy, the term "immediate family" means individuals related within the third degree of consanguinity (parent, child, sibling, aunt, uncle, niece, nephew, grandparent, grandchild, great grandparent, great grandchild) or second degree of affinity (husband, wife, son-in-law, daughter-in-law, stepson, stepdaughter, brother-in-law, sister-in-law, grandparent-in-law, grandchild-in-law). Under this policy, an adopted child is treated as the natural child of the adoptive parent.~~

~~Temporary Assignment~~

~~This policy does not apply to the temporary assignment or reassignment of an employee to a position to fill a critical need of the District. However, the Superintendent shall approve in advance any such assignments or reassignments.~~

~~Subsequently Formed Familial Relationships~~

~~This policy applies to employees who become related to another employee after they are employed by the District.~~

~~Other Relationships~~

~~The District recognizes that other, nonfamilial relationships between supervisors and subordinates have the potential to cause disruption and confusion in the workplace, negatively affect employee morale, and interfere with highly effective operations. The District prohibits an employee who supervises other employees from engaging in romantic, sexual, and/or dating relationship with a subordinate whom the employee directly or indirectly supervises. An administrator or supervisor who fails to comply with this expectation is insubordinate and fails to demonstrate the judgment, discretion, and professionalism required for the position.~~

~~Independent Contractors~~

~~This policy applies to independent contractors who supply workers to perform services on District premises or other service provider, including other support organizations such as booster clubs, when those services require the independent contractor or employees of the independent contractor or other service provider or other support organizations be assigned to District premises for a continuous period of more than two weeks, or to provide services on an ongoing basis. This policy prohibits the assignment of an independent contractor or other service provider to any position or work location where an immediate family member of such person is assigned if the immediate family member has any role (directly or indirectly) in approving, recommending, or supervising the work of, or affecting compensation for the independent contractor or other service provider. The Superintendent, deputy superintendent, assistant superintendent, executive director, or director responsible for the area in which the independent contractor or other service provider is engaged to provide services shall be responsible for ensuring the independent contractor or other service provider is in compliance with this policy. [See also DBD(LEGAL), (LOCAL), and (EXHIBIT)]~~

BOARD OF TRUSTEES
RICHARDSON INDEPENDENT SCHOOL DISTRICT
RICHARDSON, TEXAS

Date: August 22, 2024
Submitted by: Dr. Christopher Goodson, Assistant Superintendent- Human Resources; Leticia D. McGowan, General Counsel

INFORMATION ITEM

TOPIC: Addition of Policy DBE (LOCAL) – Employment Requirements and Restrictions: Nepotism

BACKGROUND INFORMATION:

Staff regularly review local policies to ensure they conform to District needs, applicable law, and best practices. The recommendation is to add DBE (LOCAL) – Employment Requirements and Restrictions: Nepotism.

The following policy is provided for the Board's review:

DBE (LOCAL) – Employment Requirements and Restrictions: Nepotism

PROPOSED RECOMMENDATION:

The proposed Local Policy is submitted for the Board's review:

1. DBE (LOCAL) – Employment Requirements and Restrictions: Nepotism

The policy is being recommended for addition by the Administration. The recommended language regarding the District's guidance on nepotism has been contained in Board Policy DBD. The language will be deleted from DBD and moved to the policy series related to nepotism.

Employment of Relatives

Employment with the District may be restricted when an applicant or current employee is related by consanguinity (blood) or affinity (marriage) to another employee of the District or a member of the Board. [See also DBE(LEGAL)]

Assignment and Supervision of Relatives

The District shall not assign any employee to a position in which the employee directly supervises a member of his or her immediate family. Similarly, an employee shall not be assigned to a position in which the employee would be directly supervised by another individual who is a member of the employee's immediate family.

Although assignment of relatives to the same campus or department is not strictly prohibited where the related employees have no supervisory responsibility for one another, the District recognizes the potential for disruption and disharmony in the workplace in such instances and, therefore, will consider familial relationships as a factor when making hiring, assignment, reassignment, and promotion decisions. The District will take further appropriate personnel action such as discipline, reassignment, or discharge if the simultaneous employment or assignment of relatives at a campus or other work location creates a disruption.

Definition—"Immediate Family"

For purposes of this policy, the term "immediate family" means individuals related within the third degree of consanguinity (parent, child, sibling, aunt, uncle, niece, nephew, grandparent, grandchild, great grandparent, great grandchild) or second degree of affinity (husband, wife, son-in-law, daughter-in-law, stepson, stepdaughter, brother-in-law, sister-in-law, grandparent-in-law, grandchild-in-law).

Temporary Assignment

This policy does not apply to the temporary assignment or reassignment of an employee to a position to fill a critical need of the District. However, the Superintendent shall approve in advance any such assignments or reassignments.

Subsequently Formed Familial Relationships

This policy applies to employees who become related to another employee after they are employed by the District.

Other Relationships

The District recognizes that other, nonfamilial relationships between supervisors and subordinates have the potential to cause disruption and confusion in the workplace, negatively affect employee morale, and interfere with highly effective operations. The District prohibits an employee who supervises other employees from engaging in romantic, sexual, and/or dating relationship with a subordinate whom the employee directly or indirectly supervises. An administrator or supervisor who fails to comply with this expectation is insubordinate and fails to demonstrate the judgment, discretion, and professionalism required for the position.

Independent Contractors

This policy applies to independent contractors who supply workers to perform services on District premises or other service provider, including other support organizations such as booster clubs, when those services require the independent contractor or employees of the independent contractor or other service provider or other support organizations be assigned to District premises for a continuous period of more than two weeks, or to provide services on an ongoing basis. This policy prohibits the assignment of an independent contractor or other service provider to any position or work location where an immediate family member of such person is assigned if the immediate family member has any role (directly or indirectly) in approving, recommending, or supervising the work of, or affecting compensation for the independent contractor or other service provider. The Superintendent, deputy superintendent, assistant superintendent, executive director, or director responsible for the area in which the independent contractor or other service provider is engaged to provide services shall be responsible for ensuring the independent contractor or other service provider is in compliance with this policy. [See also DBD(LEGAL), (LOCAL), and (EXHIBIT)]

BOARD OF TRUSTEES
RICHARDSON INDEPENDENT SCHOOL DISTRICT
RICHARDSON, TEXAS

Date: August 22, 2024
Submitted by: Leticia D. McGowan, General Counsel

INFORMATION ITEM

TOPIC: Revision to Policy BBD — Board Members: Training and Orientation

BACKGROUND INFORMATION:

Local policies are regularly reviewed to ensure they conform to District needs, applicable law, and best practices. The recommendation is to revise BBD — Board Members: Training and Orientation.

The following policy is provided for the Board's review:

BBD — Board Members: Training and Orientation

PROPOSED RECOMMENDATION:

The proposed revision to the Local Policy is submitted for the Board's review:

1. BBD — Board Members: Training and Orientation

The recommended changes reflect House Bill 3033 which authorizes the attorney general to require trustees to complete training on the Public Information Act (PIA) if the attorney general finds that there has been a violation of the PIA. Language is recommended to make clear that this training after a violation has been found by the attorney general cannot be delegated to the district's PIA Coordinator.

Public Information Coordinator

After Election or Appointment

The Superintendent or designee shall fulfill the responsibilities of the public information coordinator and shall receive, on behalf of Board members, the training specified by Government Code 552.012. [See GBAA]

After a Violation

A Board member who receives written notice from the attorney general that the member must complete Public Information Act (PIA) training described by GBAA(LEGAL) following the District's failure to comply with a PIA requirement shall complete the training within the timelines described in law. The completion of the training in response to such a notice cannot be delegated.

Reporting Continuing Education Credit

The Board President shall announce the status of each Board member's continuing education credit. The announcement shall be made annually at the last regular Board meeting before the District's uniform election date, whether or not an election is held. The announcement shall be reflected in the meeting minutes and, when necessary, posted on the District's website in accordance with law.

BOARD OF TRUSTEES
RICHARDSON INDEPENDENT SCHOOL DISTRICT
RICHARDSON, TEXAS

Date: August 22, 2024
Submitted by: Leticia D. McGowan, General Counsel

INFORMATION ITEM

TOPIC: Revision to Policy BBFA — Ethics: Conflict of Interest Disclosures

BACKGROUND INFORMATION:

Local policies are regularly reviewed to ensure they conform to District needs, applicable law, and best practices. The recommendation is to revise BBFA — Ethics: Conflict of Interest Disclosures.

The following policy is provided for the Board's review:

BBFA — Ethics: Conflict of Interest Disclosures

PROPOSED RECOMMENDATION:

The proposed revision to the Local Policy is submitted for the Board's review:

1. BBFA — Ethics: Conflict of Interest Disclosures

The recommended changes are recommended to clarify that a trustee's ethical duty to disclose a financial or other personal interest in board transactions goes beyond statutory conflicts of interest set out in state and federal law. The language serves to demonstrate a commitment to avoid undue influence, increase transparency, and avoid the appearance of impropriety in public dealings.

In addition to disclosures required by law, a Board member shall disclose to the Board any personal financial interest, business interest, or obligation or relationship that in any way creates a potential conflict of interest with a vote on a pending matter.

A Board member shall not use coercive means or promise special treatment in order to influence Board or District decisions, nor use the member's position to seek personal advantage. [See also BBF(LOCAL)]

Annual Financial Management Report

Each Board member shall~~, in a timely manner,~~provide to the District in a timely manner information necessary for the District's annual financial management report. [See CFA]

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 22, 2024

Submitted by: Tabitha Branum, Superintendent

INFORMATION ITEM

TOPIC: **Superintendent's First Week of School Update**

BACKGROUND INFORMATION:
Tonight, the Superintendent will provide an overview of the first week of school for 2024-2025.

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 22, 2024

TEAM OF EIGHT TRAINING

TOPIC: **Board Training (Rescheduled from August 8, 2024)**

BACKGROUND INFORMATION:
In accordance with the provisions of the Texas Education Code, Section 11.159, continuing education for Board members will be conducted under Texas Administrative Code, Title 19, Section 61.1: Continuing Education for School Board Members, related to team building. (This matter may be discussed in closed session pursuant to Texas Gov. Codes 551.071 and 551.074.)