

**Notice of Regular Meeting
by Videoconference or Telephone Call
Board of Trustees
Monday, August 10, 2020**

A Regular Meeting of the Board of Trustees will be held on Monday, August 10, 2020, beginning at 6:00 PM, Administration Building, 400 S. Greenville Ave, Richardson, TX 75081.

Due to health and safety concerns related to the COVID-19 coronavirus, this meeting will be conducted by videoconference or telephone call. At least a quorum of the board will be participating by videoconference or telephone call in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Members of the public may access this meeting and or provide public comments as identified below:

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. For more information about public comment, see Policy BED. Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

I. CALL	TO	ORDER
PLEDGE	OF	ALLEGIANCE
MOMENT	OF	SILENCE
READING	OF	GOALS
ANNOUNCEMENTS / COMMUNICATIONS: Recognition of Schools, Students, Staff		
II. PUBLIC COMMENT SECTION		
A. Agenda Related Topic		
B. Non-Agenda Related Topic		
III. RESOLUTION OF THE BOARD OF TRUSTEES HONORING THE LIFE OF MR. CURTIS J. SMITH		
IV. SUPERINTENDENT'S UPDATE - COVID-19 RESPONSE		
V. CONSENT / CONFIRMATION AGENDA ITEMS		
A. Minutes of June 8, June 15, and July 22, 2020 Meetings		
B. Human Resources Report		
C. Recommended Specified Best Value/Low Bids, Contracts and Cumulative Purchases		
D. Schedule of Upcoming Bids		
E. Monthly Financial Statements		
F. Bond Expenditures		
G. Authorize Amendment to Lone Star Participation Agreement		
H. Authorize Amendment to TexPool Authorized Representatives		
I. Authorize Amendment to TexStar Participation Agreement		
J. Consider Acceptance of Certified Estimate of Value		
K. Consider Teacher Appraisal Calendar		
L. Consider Principal / Administrator Appraisal Calendar		
M. Consider Military Leave Compensation		
N. Consider Temporary Authorization for Employee Requested Unpaid Furlough		

O. Consider Staff Development Waiver

P. Consider Exempt Courses for UIL No Pass/No Play

Q. Consider Interlocal Agreements with Dallas College for Dual Credit and Early College High School

R. Consider Adoption of Policies DIA & FFH

VI. ACTION / INFORMATION ITEMS

A. Consider Gifts

B. Consider Student Code of Conduct

C. Annual Review of Child Abuse and Neglect Reporting Policy

D. Annual Review of Child Internet Protection Act Policy

E. Construction and Bond Projects Update

F. Discussion of Legislative Issues

G. Discussion of Student / District Activities

H. Discussion of Upcoming Events

I. Discussion of Recently Attended or Upcoming Conferences and Meetings

J. Proposal of Future Agenda Items

VII. 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; 551.072 - Real Property; 551.074 - Personnel Matters; 551.076 - Security Devices; 551.082 - School Children/District Employees/Disciplinary Matters or Complaint; 551.0821 - Personally Identifiable Student Information.

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

IX. 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, Texas 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 TASB Policy BEC(LEGAL)]

Friday, August 7, 2020.

For the Board of Trustees



**RESOLUTION OF THE BOARD OF TRUSTEES
OF THE
RICHARDSON INDEPENDENT SCHOOL DISTRICT**

HONORING THE LIFE OF MR. CURTIS J. SMITH

BE IT REMEMBERED that the Board of Trustees of the Richardson Independent School District on this 10th day of August 2020, adopted the following Resolution:

WHEREAS, Mr. Curtis J. Smith, born in 1925, selflessly served the greater community of the Richardson Independent School District throughout his adult life as a dedicated leader and fierce advocate for civil rights, including the educational rights of African American students; and

WHEREAS, after a distinguished career in the U.S. Navy during World War II, Mr. Smith and his wife, Mrs. Kelcy Smith, built a new home and moved in the 1950's to the newly developing Hamilton Park neighborhood where they raised their two daughters who attended RISD schools; and

WHEREAS, Mr. and Mrs. Smith continued to live in Hamilton Park and he continued to advocate for civil rights in his community, exhibiting wisdom and quiet, dignified leadership in his many activities; and

WHEREAS, Mr. Smith served as a long-time president in the Interorganizational Council, a community organization committed to concerting and harmonizing the activities of all programs and citizens in Hamilton Park; and

WHEREAS, Mr. Smith also devoted his time and efforts to the activities and community outreach of his beloved Hamilton Park United Methodist Church, which recognized and honored his leadership by naming the Church's library after him; and

WHEREAS, Mr. Smith was one of the first members appointed by the federal court to the RISD Biracial Advisory Committee in 1970 and he continued to serve as a valuable member of that committee for the next 43

years until 2013 when a federal judge declared RISD to be a unitary district;
and

WHEREAS, during his many years of service and leadership on the RISD Biracial Advisory Committee, Mr. Smith helped RISD eliminate segregation and guide and shape RISD practice and policy designed to secure equal opportunity and nondiscrimination for all RISD students; and

WHEREAS, Mr. Smith's death on July 30, 2020, ended a well-lived life of a servant leader who exemplified an unwavering commitment to making this community a better place for all; and

WHEREAS, RISD will benefit from Mr. Smith's dedication and leadership for years to come in so many untold ways; therefore,

BE IT RESOLVED, that as we mourn the passing of this great and beloved man, the Board of Trustees of the Richardson Independent School District, expresses its deep appreciation and gratitude for the life-long contributions of Mr. Curtis J. Smith to improve the lives of our residents in the greater RISD community. He truly made a difference.

UNANIMOUSLY APPROVED AND ADOPTED on this 10th day of August, 2020.

Karen Clardy, President

Jean Bono

Justin Bono

Kim Caston

Regina Harris

Eron Linn

Debbie Rentería

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Department: Board of Trustees Office

Submitted by: Libby Oliver, Administrative Manager - Board Relations

ACTION ITEM

TOPIC: Minutes of June 8, June 15 and July 22, 2020 Meetings

BACKGROUND INFORMATION

Minutes recorded on above date(s).

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve the minutes of the 2020 meetings listed above.

RICHARDSON INDEPENDENT SCHOOL DISTRICT
Board of Trustees
June 8, 2020

The Board of Trustees of the Richardson Independent School District met in a Regular Meeting at 6:08 p.m., via Zoom Webinar with the following present: Mr. Justin Bono, President; Mrs. Jean Bono, Vice President; Mrs. Kim Cason, Treasurer; Mr. Eron Linn, Secretary; Mrs. Debbie Rentería, Mrs. Karen Clardy, and Ms. Regina Harris as well as Dr. Jeannie Stone, Superintendent; Mrs. Tabitha Branum, Deputy Superintendent; Mrs. Brenda Payne, Assistant Superintendent Administrative Services; Dr. Christopher Goodson, Assistant Superintendent of Human Resources; Dr. Kristin Byno, Assistant Superintendent of Teaching and Learning; Mr. David Pate, Chief Financial Officer; Ms. Melissa Heller, Chief of Strategy and Engagement; Mrs. Sandra Hayes, Assistant Superintendent Operations; and Ms. Mia Martin, General Counsel.

Present

None

Absent

Mr. Bono read the following statement: On March 16, 2020, Governor Greg Abbott granted a request by Attorney General Ken Paxton to suspend temporarily a limited number of open meetings laws to the extent necessary to allow telephonic or videoconference meetings in response to the Coronavirus (COVID-19). In accordance with those suspended rules, we certify the following:

Statement
Regarding
Remote
Meeting

- RISD posted notice of this meeting online for at least 72 hours.
- Although members of the Board are not gathered in a central, physical location, we do have a quorum in attendance at this meeting by telephone/video call.
- We are meeting by use of Zoom, a conferencing application that allows two-way communication.
- If a member of the public submitted a public comment in accordance with the instructions on the Meeting Notice, a staff member will read the comment into the record during the public comment period of the meeting.
- All other meeting procedures will adhere to Board-adopted procedures to the extent practicable.
- An audio and video recording of this meeting is being made and will be posted later on our website in the same place all other Board meetings are available.

We apologize in advance for any unforeseeable difficulties and ask for your patience as we navigate these unprecedented conditions.

You may obtain additional information about the Governor's suspension of certain open meetings laws, from the Office of the Attorney General at 888.672.6787 or by email at TOMA@oag.texas.gov.

Our virtual meeting format necessitates a change in the manner through which the public may provide comments to the Board during the Public Comment section of our meeting. The Board continues to welcome public comments. Members of the public had the opportunity to submit written comments prior to the meeting as explained in the Meeting Notice. The public guidelines also were linked in the Meeting Notice and Public Comment submission form. Comments may not exceed three minutes and all public comment guidelines continue to apply to the extent practicable. I have asked Mia Martin to read any comments to the Board.

Mr. Bono led the pledges of allegiance and a moment of silence.

Pledges of
Allegiance

The Board recognized the following:

Recognitions

Partner Recognitions: Melissa Heller recognized the following community partners:

- **DART and MVTransit:** Provided weekly meal delivery service for students unable to travel to a designated meal service site.
- **Muslim American Society Dallas:** Organized the donation and distribution of 1,000 meals to our Auxiliary Staff to thank them for their hard work as part of the district's COVID-19 response work.

None

Public
Comment

A motion was made by Kim Caston and seconded by Eron Linn to approve the consent agenda as follows:

No. 8635
Consent
Agenda

- Minutes of the May 4, May 14 and June 1, 2020 Meetings
- Human Resources Report
- Recommended Specified Bids, Contracts, and Cumulative Purchases:
 - Part A: New Bids – For Approval*
 - Miscellaneous Consultant Services
 - Special Education Supplies, Equipment, and Related Items
 - Fundraiser Items & Related Services
 - Specialty Paper & Envelopes
 - Glass and Plastics - Products and Service
 - Part B: Bid Renewals – For Approval*
 - Full Service Delivery of Fresh Produce
 - Teaching Aids, Instructional Materials and Curriculum
 - Part C: Contract Information (Greater than \$100,000) – For Approval*
 - None
 - Part D: Interlocal Agreements, Memorandums of Understanding, and Other – For Approval*
 - Interlocal Agreements:*
 - None
 - Memorandums of Understanding:*
 - Between RISD and Dallas County Juvenile Justice Alternative Education Program (DEJJAEP) 2020 - 2021
 - Other:*
 - Resolution for Schools and Libraries Universal Services (E-Rate) for 2020-21. This resolution authorizes filing of the Form 471 applications for funding year 2020-21 and the payment of the applicant's share upon approval of funding and receipt of services.
 - EPCNT Membership Dues
 - State of Texas Comptroller Dues
 - Part E: Contracts, Contract Modifications & Change Orders*
 - AVID College Readiness System
 - Morse, Elizabeth - Liaison to the Texas Legislature for the Board of Trustees
 - Jo Henderson-Tussing - Contracted LSSP Staffing Consultant
 - Part F: Cumulative Purchases – Information Only*
 - Cumulative Purchases from Qualified Vendors:
 - Buy Board – Texas Association of School Boards
 - CCGPF
 - CPGPC

DIR – State of Texas Department of Information Resources
 E&I - E&I Cooperative Services
 EPCNT – Education Purchasing Cooperative of North Texas
 NCPA – National Cooperative Purchasing Alliance
 SOURCEWELL - Sourcewell (previously NJPA)
 PACE
 TCCPP - Tarrant County Cooperative Purchasing Program
 OMNIA - TCPN/IPA - Texas Cooperative Purchasing Network
 TIPS – The Interlocal Purchasing System
 U.S. Communities

- Schedule of Upcoming Bids
- Bond Expenditure Report
- Budget Status Report
- Monthly Financial Statements
- Refunds of Duplicate Tax Payments
- Review Resolution of the Adoption of Committing Fund Balances

The motion passed 7 – 0.

Justin Bono, Jean Bono, Eron Linn, Karen Clardy, Kim Caston, Regina Harris, Debbie Rentería
 None

Yeas
 Nays

Dr. Stone recognized Debbie Rentería and welcomed her to the meeting as our newest trustee. She then presented information to the Board covering the six main priorities of the district and authority granted to the superintendent during this emergency closure.

Superintendent
 Update

- **Safety** – Dr. Stone shared the RISD back to work protocols and visitor expectations for reopening our facilities
- **Meals** – Dr. Stone announced that meal service will continue through the end of July and that RISD has provided almost 1 million meals to students during the closure due to the pandemic.
- **At-Home Instruction** – Mrs. Branum provided an update on summer school. RISD has over 4000 students participating in summer learning.
- **Student and Staff Wellness** – Dr. Stone reiterated that this remains a top priority.
- **Operations** – Mrs. Hayes provided an update regarding operations and the construction projects that are currently underway.
- **Communications** – Dr. Stone shared with the Board that she will continue sending out the weekly video updates to keep the community informed. She also shared the RISD Mission Re-Entry 2020 Task Force and introduced the Key Areas and Area Leaders.
- **Authority Granted to Superintendent** – Dr. Stone and Mrs. Branum updated the Board on the attestations and waivers submitted:
 - At-Home Attestation
 - Missed School Days Waiver
 - Educator / Principal / Administrator Appraisal
 - CPR Instruction Requirements
 - Instructional Materials Inventory Requirements
 - Armed Services Vocational Aptitude Battery (ASVAB) test
 - TXVSN Course Review and/or Teacher Professional Development Requirements
 - Alternate K and/or 7th Grade Reading Instruments Requirement
 - Parent Notice Requirements for Students at Risk of Failure (no SSI this year)

Mr. Pate presented the following gifts over \$5000 for the Board’s consideration:

No. 8636
Gifts

- Moss Haven PTA donated \$5292.49 to Moss Haven Elementary for tutors and staff development
- United Way of Metropolitan Dallas donated \$5000 to the Teaching & Learning department for supplemental PE supplies and the RHS culinary program
- White Rock PTA donated \$105,000 to White Rock Elementary for tutors.

A motion was made by Eron Linn and seconded by Karen Clardy to approve the resolution whereas, the Board of Trustees has considered the gifts of \$5,000 or more as listed on the following pages; and whereas, the Board recognizes that monetary gifts to the District will require an adjustment to the overall adopted budget; and whereas, ensuring timely and accurate financial record keeping supports the Board’s Strategic Objectives and Strategies; therefore be it resolved, that the Board of Trustees of the Richardson Independent School District accepts the gifts of \$5,000 or more as listed above and approves amending the District's overall budget to reflect receipt of the monetary gifts.

The motion passed 7 – 0.

Justin Bono, Jean Bono, Eron Linn, Karen Clardy, Kim Caston, Regina Harris, Debbie Rentería
None

Yeas
Nays

Dr. Stone and Mr. Pate presented information to the Board regarding the 2020 – 2021 budget planning:

2020 – 2021
Budget

- Budget Considerations
- Budget Requests
- General Fund Forecast
- Budget Calendar

Mr. Bono adjourned the meeting at 7:49 pm.

Adjourned

Eron Linn, Secretary

Justin Bono, President

RICHARDSON INDEPENDENT SCHOOL DISTRICT
Board of Trustees
June 15, 2020

The Board of Trustees of the Richardson Independent School District met in a Called Meeting at 6:01 p.m., via Zoom Webinar with the following present: Mr. Justin Bono, President; Mrs. Jean Bono, Vice President; Mrs. Kim Cason, Treasurer; Mr. Eron Linn, Secretary; Mrs. Debbie Rentería, Mrs. Karen Clardy, and Ms. Regina Harris as well as Dr. Jeannie Stone, Superintendent; Mrs. Tabitha Branum, Deputy Superintendent; Mrs. Brenda Payne, Assistant Superintendent of Administrative Services; Dr. Christopher Goodson, Assistant Superintendent of Human Resources; Dr. Kristin Byno, Assistant Superintendent of Teaching and Learning; Mr. David Pate, Chief Financial Officer; Ms. Melissa Heller, Chief of Strategy and Engagement; Mrs. Sandra Hayes, Assistant Superintendent of Operations; and Ms. Mia Martin, General Counsel.

Present

None

Absent

Mr. Bono read the following statement: On March 16, 2020, Governor Greg Abbott granted a request by Attorney General Ken Paxton to suspend temporarily a limited number of open meetings laws to the extent necessary to allow telephonic or videoconference meetings in response to the Coronavirus (COVID-19). In accordance with those suspended rules, we certify the following:

Statement
Regarding
Remote
Meeting

- RISD posted notice of this meeting online for at least 72 hours.
- Although members of the Board are not gathered in a central, physical location, we do have a quorum in attendance at this meeting by telephone/video call.
- We are meeting by use of Zoom, a conferencing application that allows two-way communication.
- If a member of the public submitted a public comment in accordance with the instructions on the Meeting Notice, a staff member will read the comment into the record during the public comment period of the meeting.
- All other meeting procedures will adhere to Board-adopted procedures to the extent practicable.
- An audio and video recording of this meeting is being made and will be posted later on our website in the same place all other Board meetings are available.

We apologize in advance for any unforeseeable difficulties and ask for your patience as we navigate these unprecedented conditions.

You may obtain additional information about the Governor’s suspension of certain open meetings laws, from the Office of the Attorney General at 888.672.6787 or by email at TOMA@oag.texas.gov.

Our virtual meeting format necessitates a change in the manner through which the public may provide comments to the Board during the Public Comment section of our meeting. The Board continues to welcome public comments. Members of the public had the opportunity to submit written comments prior to the meeting as explained in the Meeting Notice. The public guidelines also were linked in the Meeting Notice and Public Comment submission form. Comments may not exceed three minutes and all public comment guidelines continue to apply to the extent practicable. I have asked Mia Martin to read any comments to the Board.

In accordance with the Texas Education Code, Section 44.002 and Section 440004(a), David Pate, RISD CFO, presented the proposed budget covering all estimated revenue and all

Public Hearing:
2020 – 2021
Budget

proposed expenditures of the district for the upcoming fiscal year at a public meeting of the Board of Trustees.

None

Mr. Bono closed the hearing at 6:25 pm.

Public Hearing:
Public
Comment

A motion was made by Kim Caston and seconded by Eron Linn to adopt the resolution whereas, the Board of Trustees adopted the budget for the fiscal year in June; and whereas, changes occur in expenditures during the year; and whereas, these changes are necessary for the successful education of the students in the district and whereas, ensuring timely and accurate financial record keeping supports the Board's Strategic Objectives and Strategies; therefore be it resolved, that the Board of Trustees of the Richardson Independent School District approves the final amended budget for 2019 – 2020
The motion passed 7 – 0.

No. 8637
Final Amended
Budget
2019 - 2020

Justin Bono, Jean Bono, Eron Linn, Karen Clardy, Kim Caston, Regina Harris, Debbie Rentería
None

Yeas
Nays

A motion was made by Jean Bono and seconded by Kim Caston to approve the resolution whereas, the Texas Education Code requires the Board to prepare and adopt a budget before July 1st; and whereas the community has expressed its desires throughout the budget preparation process through participation in a variety of ways; and whereas, the adoption of the 2020 – 2021 Official Budget as presented supports the Board's goal of ensuring excellence in operations; and whereas, the Board of Trustees of the Richardson Independent School District finds that a public purpose is served by all expenditures contained in this budget; now therefore be it resolved, that the Board of Trustees of the Richardson Independent School District declares the 2020 – 2021 Official Budget as presented be adopted.
The motion passed 7 – 0.

No. 8638
2020 – 2021
Budget
Adoption

Justin Bono, Jean Bono, Eron Linn, Karen Clardy, Kim Caston, Regina Harris, Debbie Rentería
None

Yeas
Nays

Mr. Bono asked Mia Martin to read the public comments that were submitted.

Public
Comment

- **Stuart Rampy** submitted a comment regarding the 2021 Bond planning and space designed for the Pearce Robotics Team.
- **Stephanie Stibor** submitted a comment regarding the 2021 Bond planning and space designed for the Pearce Robotics Team.
- **Richard Marcus** submitted a comment regarding the 2021 Bond planning and space designed for the Pearce Robotics Team.
- **Heather Kuykendall** submitted a comment regarding the 2021 Bond planning and space designed for the Pearce Robotics Team.
- **Janna Smith** submitted a comment regarding the 2021 Bond planning and space designed for the Pearce Robotics Team.
- **Tom and Brandy Barnett** submitted a comment regarding the 2021 Bond planning and space designed for the Pearce Robotics Team.
- **Michelle Castro** submitted a comment regarding the 2021 Bond planning and space designed for the Pearce Robotics Team.

- **Marco Guerra** submitted a comment regarding the 2021 Bond planning and space designed for the Pearce Robotics Team.
- **Rachel Moore** submitted a comment regarding the 2021 Bond planning and space designed for the Pearce Robotics Team.

A motion was made by Karen Clardy and seconded by Regina Harris to adopt the resolution whereas, in March 2018, the Board of Trustees approved the creation of the RISD Division of Equity, Diversity, and Inclusion; and whereas, the Board of Trustees supported the creation of the RISD Equity Council, made up of diverse, representative stakeholders; and whereas, the Board of Trustees unanimously adopted the Equity, Diversity, and Inclusion Policy on June 10, 2019; and whereas, on May 31, 2020, the Superintendent announced the creation of an RISD Racial Equity Committee for the purpose of directly confronting, addressing, and dismantling systemic racism in Richardson ISD; and whereas, the Board of Trustees recognizes that systemic racism is a significant contributor to the inequities that exist in our society and in our school district; and whereas, the Board of Trustees stands with the superintendent in support of the creation of the RISD Racial Equity Committee; and whereas, the Board of Trustees recognizes that we have a responsibility to ensure that communities of color are heard and have trust in our school district; and whereas, the Board and the Superintendent, stand in unity committed to be part of the solution to dismantle institutional racism on behalf of the students and staff we serve and the community in which we all live; therefore be it resolved that the Board of Trustees of the Richardson Independent School District supports the formation of the District Racial Equity Committee and commits to support their work by taking a stand against systemic racism in the Richardson Independent School District.

No. 8639
Support for
District Racial
Equity
Committee

The motion passed 7 – 0.

Justin Bono, Jean Bono, Eron Linn, Karen Clardy, Kim Caston, Regina Harris, Debbie Rentería
None

Yeas
Nays

At 7:30 pm, Mr. Bono announced the Board would take a brief break. The meeting resumed at 7:41 pm.

Break

Dr. Stone provided an update regarding the Fall Re-Entry Priorities including:

- Re-Opening School for as many as possible on August 19, 2020
- Keeping the virus out through regular health screenings, personal protective equipment and environmental cleaning
- Having alternatives ready – such as a hybrid plan, a virtual plan and an intermittent plan

Superintendent
Update

Dr. Stone also informed the Board of the following actions taken under the emergency Superintendent Authority:

- Approved a contract for water bottle refilling stations installed for 20 – 21 school year for \$105,000.
- Approved a contract for the 2020 Graduation Production for \$154,828.

Dr. Stone and Mrs. Branum provided background information to the Board regarding planning for the 2021 Bond.

Bond 2021
Planning

Sandra Hayes introduced Suzanne Marchman from Huckabee that will be assisting RISD in facilitating Bond 2021. Mrs. Hayes and Ken Kessler shared information with the Board regarding the proposed bond projects at Mohawk Elementary, Brentfield Elementary, Lake

Highlands Jr. High and JJ Pearce High School including updates from the community committees that have been working with the architects on the proposed projects.

Dr. Stone and Mrs. Branum provided information to the Board regarding the cybersecurity training required by House Bill 3834 which makes amendments to Chapter 2054 of the Government Code. RISD selected the Infosec training program that was recommended by Region 10. This training was completed by district personnel by June 2, 2020 and the Superintendent submitted a certificate of compliance to the state by June 15, 2020.

Cyber-Security
Training
Certification

Mr. Bono called for nominations for Board Offices.

Board
Organization

Jean Bono nominated Karen Clardy for President; Regina Harris seconded the nomination. There being no further nominations, the nominations were closed.

Justin Bono, Jean Bono, Eron Linn, Karen Clardy, Kim Caston, Regina Harris, Debbie Rentería
None

No. 8640
Clardy Vote
Yeas
Nays

Board members and Dr. Stone expressed their appreciation for Mr. Bono for his leadership and tenure as Board President.

Kim Caston nominated Jean Bono for Vice President; Eron Linn seconded the nomination. There being no further nominations, the nominations were closed.

Justin Bono, Jean Bono, Eron Linn, Karen Clardy, Kim Caston, Regina Harris, Debbie Rentería
None

No. 8641
Jean Bono
Vote
Yeas
Nays

Regina Harris nominated Kim Caston for Treasurer; Debbie Rentería seconded the nomination. There being no further nominations, the nominations were closed.

Justin Bono, Jean Bono, Eron Linn, Karen Clardy, Kim Caston, Regina Harris, Debbie Rentería
None

No. 8642
Caston Vote
Yeas
Nays

Eron Linn nominated Regina Harris for Secretary; Justin Bono seconded the nomination. There being no further nominations, the nominations were closed.

Justin Bono, Jean Bono, Eron Linn, Karen Clardy, Kim Caston, Regina Harris, Debbie Rentería
None

No. 8643
Harris Vote
Yeas
Nays

Debbie Rentería nominated Eron Linn for TASB Delegate; Kim Caston seconded the nomination. There being no further nominations, the nominations were closed.

Justin Bono, Jean Bono, Eron Linn, Karen Clardy, Kim Caston, Regina Harris, Debbie Rentería
None

No. 8644
Linn Vote
Yeas
Nays

Justin Bono nominated Debbie Rentería for TASB Delegate Alternate; Kim Caston seconded the nomination. There being no further nominations, the nominations were closed.

Justin Bono, Jean Bono, Eron Linn, Karen Clardy, Kim Caston, Regina Harris, Debbie Rentería
None

No. 8645
Rentería Vote
Yeas
Nays

In accordance with the Texas Open Meetings Act, Texas Government Code Section 551.074 – Personnel Matters; the Board entered into closed session at 9:20 to discuss the Superintendent’s Evaluation.

Closed Session:
Superintendent
Evaluation

The Board reconvened into Open Meeting at 11:36 PM having taken no action during closed session.

Open Meeting

A motion was made by Justin Bono and seconded by Regina Harris to approve the resolution whereas, the Board of Trustees of the Richardson Independent School District evaluates the performance of the District's Superintendent of Schools each year in accordance with the Superintendent's Contract of Employment, Board Policies, and the Commissioner's Rules; and whereas, the Board completed an annual performance evaluation on June 15, 2020, to review the Superintendent's performance over the last year, and whereas, the Board and Superintendent desire to continue the Superintendent's employment and the Board has reviewed the Superintendent's Contract of Employment to determine any appropriate amendments; therefore, be it resolved that the Board of Trustees on June 15, 2020, hereby adopts the Superintendent's annual performance appraisal on June 15, 2020; amends the Superintendent's Contract of Employment as set out in the draft amendment attached hereto; and authorizes the Board President to execute such documents as may be necessary to reflect the Board's action.

No. 8646
Superintendent
Evaluation and
Contract

The motion passed 7 – 0.

Justin Bono, Jean Bono, Eron Linn, Karen Clardy, Kim Caston, Regina Harris, Debbie Rentería
None

Yeas
Nays

The meeting was adjourned at 11:38 PM.

Regina Harris, Secretary

Karen Clardy, President

RICHARDSON INDEPENDENT SCHOOL DISTRICT
Board of Trustees
July 22, 2020

The Board of Trustees of the Richardson Independent School District met in a Called Meeting at 6:01 p.m., via Zoom Webinar with the following present: Mrs. Karen Clardy, President; Mrs. Kim Cason, Treasurer; Ms. Regina Harris, Secretary; Mrs. Debbie Rentería, and Mr. Justin Bono, as well as Dr. Jeannie Stone, Superintendent; Mrs. Tabitha Branum, Deputy Superintendent; Mrs. Brenda Payne, Assistant Superintendent of Administrative Services; Dr. Christopher Goodson, Assistant Superintendent of Human Resources; Dr. Kristin Byno, Assistant Superintendent of Teaching and Learning; Mr. David Pate, Chief Financial Officer; Ms. Melissa Heller, Chief of Strategy and Engagement; Mrs. Sandra Hayes, Assistant Superintendent of Operations; Mr. Henry Hall, Chief Technology Officer and Ms. Mia Martin, General Counsel. Present

Mrs. Jean Bono and Mr. Eron Linn Absent

Mrs. Clardy read the following statement: On March 16, 2020, Governor Greg Abbott granted a request by Attorney General Ken Paxton to suspend temporarily a limited number of open meetings laws to the extent necessary to allow telephonic or videoconference meetings in response to the Coronavirus (COVID-19). In accordance with those suspended rules, we certify the following: Statement Regarding Remote Meeting

- RISD posted notice of this meeting online for at least 72 hours.
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Mrs. Clardy asked Mia Martin to read the public comments that were submitted.

- **Alisa Woods** submitted a comment in support of returning to face to face instruction in schools.
- **Stacia Price** submitted a comment in support of returning to face to face instruction in schools.
- **Marina Armstrong** submitted a comment in support of following CDC guidelines for returning to face to face instruction.

Public
Comment

Dr. Stone facilitated an update on the RISD Blueprint for returning to school in 2020 – 2021 that included the following information regarding returning to Face to Face Learning:

- Public Health & Safety: Brenda Payne and Kim Clark provided information regarding steps and protocols that will be implemented.
- Dr. Stone and Mrs. Branum provided updates on ways Face-to-Face Learning will be different and updates to the school day schedules.
- Dr. Byno and Brenda Payne provided information about the continuum of supports and services including English as a Second Language, Special Student Services, Gifted and Talented, MTSS and Social/Emotional Learning.

Superintendent
Update: COVID-
19 Response

At 8:10 PM, Mrs. Clardy announced that the Board would take a brief break. The meeting resumed at 8:25 PM.

Break

Dr. Stone along with Mrs. Branum, Mr. Pate and Mr. Hall continued the presentation with information regarding the RISD Virtual School including:

- The virtual school model will have the same rigor, grading and attendance requirements as our Face to Face learning model
- The RISD Director of Virtual School will be named in the next few days
- Virtual model students will maintain their enrollment with their current home school and pick up food service will be available
- Sample schedules for Pre-K – 3rd grade asynchronous and 4th – 12th grade synchronous learning schedules
- Continuum of supports and services

Superintendent
Update: COVID-
19 Response
Continued

Dr. Stone and Mrs. Branum presented information regarding RISD's commitments to families:

- Technology supports
- RISD Parent University
- Continue to listen and remain flexible and adaptable
- Maintain strong communication

Dr. Stone along with Dr. Goodson presented information regarding the district's commitments to staff members including a COVID-19 sick bank and a temporary unpaid furlough option.

At 10:40 PM, Mrs. Clardy announced that the Board would take a brief break. The meeting resumed at 10:50 PM.

Break

Dr. Stone provided an update to the Board regarding racial equity that included:

- Reading of the Board's Resolution in support of the District Racial Equity Committee
- Current racial equality community engagement and racial committee interest
- Facility (Bowie Elementary) and Mascot (Westwood Warriors) considerations

Mrs. Rentería read a prepared statement in support of racial equity and her dedication to this cause as a school board member. Mrs. Clardy thanked Mrs. Rentería for her comments.

Dr. Stone read her prepared statement regarding the Lake Highlands High School Fence Memorial.

Mrs. Clardy and Ms. Harris both thanked Dr. Stone for her leadership in racial equity.

The meeting was adjourned at 11:38 PM.

Regina Harris, Secretary

Karen Clardy, President

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Submitted by: Christopher B. Goodson, Ed.D.
Assistant Superintendent, Human Resources

ACTION ITEM

TOPIC: Human Resources Report

BACKGROUND INFORMATION

Listed on the following pages is the Human Resources Report. Part A of this report includes the appointments of professional personnel. The Assistant Superintendent of Human Resources has reviewed this report and recommends that the Board employ the individuals listed to work in the Richardson Schools during the 2020-2021 school year under the salary schedule adopted by the Board, subject to assignment and reassignment as determined by the Superintendent.

Also submitted for your information in Part B of the Human Resources Report, are appointments of paraprofessionals and classified employees, and separations of professional, paraprofessional, and classified personnel.

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends that the Board of Trustees approve Part A of the Human Resources Report, dated August 10, 2020.

RESOLUTION

WHEREAS, the Board of Trustees has approved the appropriate budgets and staffing allocations for the Richardson Independent School District and the following recommendations fall within those guidelines; and

WHEREAS, the appointment of highly qualified, student-focused staff supports the Board's vision, values, goals, and mission;

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Richardson Independent School District approves Part A of the Human Resources Report for August 10, 2020.

PART A: Proposed Personnel Action Submitted for Board of Trustees' Approval

APPOINTMENTS of Professional Personnel*:

ELEMENTARY	ASSIGNMENT	START DATE	ORGANIZATION
Akines, Angela L.	4th Grade Language Arts	8/4/2020	Skyview Elementary
Alonso Blancas, Katy B.	2nd Grade	8/4/2020	Skyview Elementary
Alvaro, Tiffany M.	Special Education Resource	8/4/2020	Math/Science/Technology Magnet
Amin, Jennifer	REACH	8/4/2020	Advanced Academic Studies
Aronson, Michele W.	Special Education Resource	8/4/2020	Brentfield Elementary
Arzac, Sergio E.	Library	8/4/2020	Yale Elementary
Baker, Jennifer J.	2nd Grade	8/4/2020	Dover Elementary
Ballard, Jaime L.	3rd Grade	8/4/2020	Yale Elementary
Bankston, Lani D.	4th Grade	8/4/2020	Stults Road Elementary
Barnhouse, Richard K.	Special Education SC	8/4/2020	Audelia Creek Elementary
Baty, Lee A.	Pre-K	8/4/2020	Hamilton Park Pacesetter Magnet
Bellinger, Glen Michael	6th Grade Math	8/4/2020	Skyview Elementary
Beyer, Lisa S.	Music	8/4/2020	Big Springs Elementary
Bhatti, Amna G.	4th Grade Math	8/4/2020	Forestridge Elementary
Bjornson, Emma M.	Music	8/4/2020	O.Henry Elementary
Black, Kenya H.	1st Grade	8/4/2020	Thurgood Marshall Elementary
Bohlman, Genevieve C.	Pre-K	8/4/2020	Richardson Terrace Elementary
Bonifacio, Mariah	Kindergarten	8/4/2020	Northlake Elementary
Boyd, Caroline Jean	2nd Grade	8/4/2020	Greenwood Hills Elementary
Brown, Gabrielle D.	Library and Information Technology Educator	8/4/2020	Lake Highlands Elementary
Burt, Kaylie C.	2nd Grade	8/4/2020	Aikin Elementary
Butler, Christopher A.	Special Education Resource	8/4/2020	Stults Road Elementary
Campbell, Melissa G.	Special Education Resource	8/4/2020	Prestonwood Elementary
Cerkleski, Kelsey M.	4th Grade	8/4/2020	White Rock Elementary
Chia, Marissa-Lynn	Pre-K	8/4/2020	Richland Elementary
Claunch, Lauran	6th Grade Language Arts	8/4/2020	Carolyn G Bukhair Elementary
Cloyed, Courtney	Kindergarten	8/4/2020	Lake Highlands Elementary
Cohorn, Kit S.	Kindergarten	8/4/2020	Arapaho Classical Magnet
Compean, Lauren T.	Art	8/4/2020	Skyview Elementary
Cormier, Brooke M.	3rd Grade	8/4/2020	White Rock Elementary
Cox, Linford Joseph	4th Grade Math	8/4/2020	Carolyn G Bukhair Elementary
Craddock, Amanda N.	6th Grade	8/4/2020	Dover Elementary
Cruz, Julie A.	2nd Grade	8/4/2020	Thurgood Marshall Elementary
Cruz Hernandez, Melissa L.	Kindergarten	8/4/2020	Spring Valley Elementary
Cummings, Elizabeth M.	Pre-K	8/4/2020	Jess Harben Elementary
Dabeshlim, Danielle M.	5th Grade	8/4/2020	Richland Elementary
Davis, Christian	Kindergarten	8/4/2020	Spring Valley Elementary

APPOINTMENTS of Professional Personnel*:

ELEMENTARY	ASSIGNMENT	START DATE	ORGANIZATION
Eichinger, Karen Diane	Music	8/4/2020	Brentfield Elementary
Eniobamo, Shola O.	3rd Grade Math/Science	8/4/2020	White Rock Elementary
Farnkoff, Erik J.	5th Grade Math	8/4/2020	Forestridge Elementary
Fatima, Asfia	3rd Grade Math/Science	8/4/2020	Wallace Elementary
Fletcher, Mary Catherine	Special Education Resource	8/4/2020	White Rock Elementary
Fredette, Hannah M.	Special Education Resource	8/4/2020	Arapaho Classical Magnet
Garner, Carl R.	Special Education Resource	8/4/2020	Northrich Elementary
Garrison, Sharonica Lynette	3rd Grade Language Arts	8/4/2020	Thurgood Marshall Elementary
Gaspar, Michelle	2nd Grade	8/4/2020	Audelia Creek Elementary
Girimaji, Diya M.	Special Education SC	8/4/2020	Spring Creek Elementary
Givens, Taylor	3rd Grade	8/4/2020	Yale Elementary
Gray, Brealand Luke	Physical Education	8/4/2020	Richardson Heights Elementary
Green, Jacqueline R.	4th Grade	8/4/2020	Stults Road Elementary
Green, Reyna C.	Special Education SC	8/4/2020	Northrich Elementary
Grespan, Gwendolyn P.	4th Grade Language Arts	8/4/2020	Canyon Creek Elementary
Griffith, Meghan M.	Pre-K	8/4/2020	Bowie Elementary
Hail, Madeleine C.	1st Grade	8/4/2020	Math/Science/Technology Magnet
Hale, Mallory K.	3rd Grade Language Arts	8/4/2020	Wallace Elementary
Halicki, Colin J.	Music	8/4/2020	Moss Haven Elementary
Hawk, Caitlin M.	3rd Grade	8/4/2020	Hamilton Park Pacesetter Magnet
Haynes, Dayshon Nyikani	Special Education Resource	8/4/2020	Aikin Elementary
Hendrickson, Holly L.	2nd Grade	8/4/2020	Merriman Park Elementary
Henneberry, Jayla B.	Art	8/4/2020	Hamilton Park Pacesetter Magnet
Henry, Jason B.	5th Grade	8/4/2020	Richardson Heights Elementary
Hernandez, Lizet	Pre-K	8/4/2020	Forestridge Elementary
Hernandez, Roxana	Physical Education	8/4/2020	White Rock Elementary
Hernandez, Tania	5th Grade	8/4/2020	Greenwood Hills Elementary
Hobbs, Billie L.	5th Grade Language Arts	8/4/2020	Canyon Creek Elementary
Hollowell, Erin E.	Teacher	8/4/2020	Hamilton Park Pacesetter Magnet
Hummel, Anna Marie	3rd Grade Language Arts	8/4/2020	Aikin Elementary
Hunter, Kerry K.	Special Education Resource	8/4/2020	Brentfield Elementary
Hwang, Yae Lim	Special Education DLC	8/4/2020	Mark Twain Elementary
Immel, Amanda L.	4th Grade Math	8/4/2020	Richardson Heights Elementary
Inman, Jordan R.	3rd Grade Language Arts/Social Studies	8/4/2020	Northrich Elementary
Jackson, Jennifer R.	Kindergarten-Inclusion	8/4/2020	Northrich Elementary
Jackson, Kimberleigh A.	Pre-K	8/4/2020	Richland Elementary
Jeffery, Nicole L.	2nd Grade	8/4/2020	White Rock Elementary
Jobes, Toni Curtiss	Pre-K	8/4/2020	Richardson Heights Elementary
Johnson, Jainy J.	Instructional Coach	8/4/2020	Carolyn G Bukhair Elementary

APPOINTMENTS of Professional Personnel*:

ELEMENTARY	ASSIGNMENT	START DATE	ORGANIZATION
Keaney, Lauren M.	Special Education DLC	8/4/2020	White Rock Elementary
Kim, Minji	2nd Grade	8/4/2020	Wallace Elementary
Kindred, Kiera Shateace	3rd Grade Math	8/4/2020	Skyview Elementary
King, Kristen A.	Special Education DLC	8/4/2020	Yale Elementary
Kustoff, Annie M.	Kindergarten	8/4/2020	O.Henry Elementary
Kwong, Angela	Math	8/4/2020	Audelia Creek Elementary
Lauer, Lindsey A.	4th Grade	8/4/2020	Canyon Creek Elementary
Lavallais, Bethany J.	2nd Grade	8/4/2020	Merriman Park Elementary
Ledbetter, Anna G.	1st Grade	8/4/2020	Brentfield Elementary
Liles, Kelsy J.	ESL	8/4/2020	Dover Elementary
Little, Markus S.	Music	8/4/2020	Greenwood Hills Elementary
Machado, Andrew S.	6th Grade Math	8/4/2020	Audelia Creek Elementary
Maracalin, Brittany C.	Kindergarten	8/4/2020	Audelia Creek Elementary
Matto, Hayley N.	2nd Grade	8/4/2020	Northwood Hills Elementary
McNally, Parker J.	6th Grade	8/4/2020	Yale Elementary
Merryman, Mary	Engaging Experience	8/4/2020	Skyview Elementary
Miller, Abigail E.	3rd Grade	8/4/2020	Bowie Elementary
Modi, Bhavika P.	ESL	8/4/2020	Audelia Creek Elementary
Monferdini, Morgan N.	5th Grade Language Arts	8/4/2020	Richland Elementary
Monzon, Yahaira R.	Kindergarten	8/4/2020	Northrich Elementary
Mount, Olivia	1st Grade	8/4/2020	Greenwood Hills Elementary
Mullen, Mary M.	3rd Grade	8/4/2020	Skyview Elementary
Mullinix, Margaux L.	1st Grade	8/4/2020	Brentfield Elementary
Nabors, Katharine T.	3rd Grade	8/4/2020	Brentfield Elementary
Nelms, Katlyn R.	3rd Grade	8/4/2020	Audelia Creek Elementary
Nixon, Kencell Allen	5th Grade Language Arts/Soc Studies	8/4/2020	Aikin Elementary
Norment, Caroline G.	1st Grade	8/4/2020	Moss Haven Elementary
Norris, Delaney R.	6th Grade Language Arts/Social Studies	8/4/2020	Wallace Elementary
Obregon, Claudia E.	5th Grade Language Arts	8/4/2020	Carolyn G Bukhair Elementary
O'Sullivan, Rebecca Ashley	6th Grade Math/Science	8/4/2020	Spring Creek Elementary
Otey, Amber R.	Kindergarten	8/4/2020	Northwood Hills Elementary
Palma, Julian D.	Physical Education	8/4/2020	Audelia Creek Elementary
Papatonis, Christina M.	4th Grade	8/4/2020	Spring Valley Elementary
Pasley, Karina T.	Special Education SC	8/4/2020	Dobie Primary
Perez, Samantha N.	Special Education SC	8/4/2020	Dartmouth Elementary
Perry, Alexis M.	6th Grade Language Arts	8/4/2020	Richardson Terrace Elementary
Phan, Charley	4th Grade Language Arts	8/4/2020	Forest Lane Academy
Phillips, Sydney A.	5th Grade Language Arts	8/4/2020	Hamilton Park Pacesetter Magnet

APPOINTMENTS of Professional Personnel*:

ELEMENTARY	ASSIGNMENT	START DATE	ORGANIZATION
Prince, Allison Linsteadt	Pre-K	8/4/2020	Spring Valley Elementary
Purcell, Abigail B.	4th Grade Language Arts/Science	8/4/2020	Wallace Elementary
Reynolds, Sarah R.	Pre-K	8/4/2020	Hamilton Park Pacesetter Magnet
Rice, Rebecca D.	Kindergarten	8/4/2020	Thurgood Marshall Elementary
Schmidt, Connor A.	Kindergarten	8/4/2020	Stults Road Elementary
Sigler, Abigail G.	Music	8/4/2020	Lake Highlands Elementary
Simmons, Hannah Ashleigh	3rd Grade Language Arts	8/4/2020	Richland Elementary
Simpson, Jillian N.	Counselor	8/7/2020	Aikin Elementary
Skinner, Kaitlin P.	2nd Grade	8/4/2020	Lake Highlands Elementary
Smith, Alice L.	4th Grade Math/Science	8/4/2020	White Rock Elementary
Smith, Janett J.	Music	8/4/2020	Mark Twain Elementary
Swientonioski, Brenna Marie	2nd Grade	8/4/2020	White Rock Elementary
Tavira, Marcela J.	Bilingual-2nd Grade	8/4/2020	Audelia Creek Elementary
Thomas, Rebecca J.	Art	8/4/2020	Richardson Heights Elementary
Thompson, Kate	Special Education Resource	8/4/2020	Springridge Elementary
Thompson, Meredith N.	6th Grade Language Arts/Social Studies	8/4/2020	Northrich Elementary
Torres, Morgan R.	2nd Grade	8/4/2020	Northrich Elementary
Towner, Amy R.	REACH	8/4/2020	Advanced Academic Studies
Trevino, Estephane	Bilingual-3rd Grade	8/4/2020	Dover Elementary
Trull, George R.	6th Grade Science	8/4/2020	Skyview Elementary
Tu, Haymen	2nd Grade	8/4/2020	Yale Elementary
Turk, Kelsey L.	Music	8/4/2020	Audelia Creek Elementary
Vanlandingham, Elin C.	Music	8/4/2020	Canyon Creek Elementary
Varghese, Hannah T.	5th Grade Math/Science	8/4/2020	Aikin Elementary
Vaughan, Hayley O.	5th Grade Language Arts	8/4/2020	Math/Science/Technology Magnet
Voigts, Julianne B.	3rd Grade	8/4/2020	Northlake Elementary
Wade, Chance F.	1st Grade	8/4/2020	Dover Elementary
Warters, Courtney E.	ESL	8/4/2020	O.Henry Elementary
Wesley, Kim	1st Grade	8/4/2020	Thurgood Marshall Elementary
West, Reagan E.	1st Grade	8/4/2020	Dover Elementary
Williams, Megan A.	2nd Grade	8/4/2020	Northwood Hills Elementary
Williams, Nadia A.	Kindergarten	8/4/2020	Audelia Creek Elementary
Willis, Emily A.	Art	8/4/2020	Canyon Creek Elementary
Wood, Kirsten E.	4th Grade	8/4/2020	Hamilton Park Pacesetter Magnet
Zepeda, Daisy	2nd Grade	8/4/2020	Audelia Creek Elementary

SECONDARY	ASSIGNMENT	START DATE	ORGANIZATION
Adkins, Jacquelyn N.	Social Studies	8/4/2020	Richardson North Junior High
Albar, Maram M.	English Language Arts	8/4/2020	Richardson West Technology Magnet

APPOINTMENTS of Professional Personnel*:

SECONDARY	ASSIGNMENT	START DATE	ORGANIZATION
Ancheta, Christina M.	English Language Arts	8/4/2020	Forest Meadow Junior High
Asel, Angela S.	Testing Coordinator	8/4/2020	Lake Highlands High School
Aydelotte, Laura A.	English Language Arts	8/4/2020	Liberty Junior High
Barboza, Priscilla	Spanish	8/4/2020	Liberty Junior High
Barrios, Jr., Dan F.	CTE-Business Management	8/4/2020	Lake Highlands High School
Bedford, Martha W.	Science - Secondary	8/4/2020	Lake Highlands High School
Belcher, Nakia	Physical Education	8/4/2020	Berkner High School
Bergles, Joseph W.	Strength & Conditioning Coach	8/4/2020	JJ Pearce High School
Bragg, Kegan G.	AVID	8/4/2020	Liberty Junior High
Bryan, Christopher J.	Science	8/4/2020	JJ Pearce High School
Burley, Amy K.	Special Education Resource	8/4/2020	Forest Meadow Junior High
Cage, Jakayla S.	Special Education Resource	8/4/2020	Richardson West Technology Magnet
Campbell, Kimberly M.	Special Education Resource	8/4/2020	Liberty Junior High
Carrick, Maxine L.	Art	8/4/2020	Liberty Junior High
Carter, Sherrill K.	Special Education Resource	8/4/2020	Lake Highlands High School
Chesser, Catherine M.	Social Studies	8/4/2020	Liberty Junior High
Childs, Beth C.	Social Studies	8/4/2020	Richardson High School
Clark, Rachael E.	Teacher	8/4/2020	Berkner High School
Coers, Benjamin John	Math	8/4/2020	Richardson North Junior High
Conner, Charles J.	Business Education	8/4/2020	Berkner High School
Cooper, Bobby E.	Social Studies	8/4/2020	Parkhill Junior High
Cotter, Blake A.	Science - Secondary	8/4/2020	Parkhill Junior High
Cotton, Jeanene M.	Special Education Resource	8/4/2020	Liberty Junior High
Cox, Lindsey E.	Math	8/4/2020	Richardson High School
Crews, Morgan M.	English Language Arts	8/4/2020	Westwood: Math/Science/Leadership Magnet
Cummings, Brooke L.	Science - Secondary	8/4/2020	Lake Highlands High School
Curtis, Jill M.	Spanish	8/4/2020	Lake Highlands Junior High
Dobbs, Meredith A.	English Language Arts	8/4/2020	Richardson High School
Dounley, Jessica	Special Education Resource	8/4/2020	Berkner High School
Efthimiou, Daniel J.	Teacher	7/13/2020	Berkner High School
Evans, Blair L.	CTE-Agriculture/Food/Natural Resources	8/4/2020	Richardson High School
Evans, Taylor Michelle	Band	8/4/2020	Apollo Junior High
Figge, Paige L.	Special Education Resource	8/4/2020	Forest Meadow Junior High
Fitzgerald, Brent	CTE-Transportation/Dist/Logistics	8/4/2020	Berkner High School
Flanders, Vaun D.	Science - Secondary	8/4/2020	Lake Highlands High School
Flores, Damian	Science - Secondary	8/4/2020	Richardson High School
Flores Lopez, Eduardo	Math	8/4/2020	Lake Highlands Junior High
Gearhart, John B.	Orchestra	8/4/2020	Lake Highlands High School
George, Jordan M.	English Language Arts	8/4/2020	JJ Pearce High School

APPOINTMENTS of Professional Personnel*:

SECONDARY	ASSIGNMENT	START DATE	ORGANIZATION
Harmon, Amanda L.	Math	8/4/2020	Berkner High School
Harvey, ShaDarrion L.	Special Education Resource	8/4/2020	Apollo Junior High
Howard, Shari L.	Spanish	8/4/2020	Richardson High School
Hughes, Blake E.	Physical Education	8/4/2020	Lake Highlands High School
Jarvis, Danielle V.	English Language Arts	8/4/2020	Richardson West Technology Magnet
Jerro, Michaela L.	Science - Secondary	8/4/2020	Richardson High School
Lloyd, Melody P.	Health Science Technology	8/4/2020	Lake Highlands High School
Lockett, Daniel L.	Special Education Resource	8/4/2020	Berkner High School
Luman, James K.	Physical Education	8/4/2020	Lake Highlands Junior High
Ma, Kathleen R.	Technology Education	8/4/2020	Westwood: Math/Science/Leadership Magnet
Mainord, Timothy I.	Social Studies	8/4/2020	JJ Pearce High School
Martinez, Brenda	Teacher	8/4/2020	Richardson West Technology Magnet
Mastromartino, Alexandra L.	Spanish	8/4/2020	Parkhill Junior High
May, Mindy Smith	English Language Arts	8/4/2020	Richardson High School
May, Sarah E.	English Language Arts	8/4/2020	Lake Highlands Junior High
Mayes, Amy C.	Band	8/4/2020	Berkner High School
Mayes, Caleb C.	CTE-Manufacturing	8/4/2020	JJ Pearce High School
Miller, Diana L.	Special Education Resource	8/4/2020	JJ Pearce High School
Morewood, Megan J.	English Language Arts	8/4/2020	Forest Meadow Junior High
Muir, Sara A.	Theatre Arts	8/3/2020	Apollo Junior High
Murray, Christopher R.	Spanish	8/4/2020	Lake Highlands High School
Neill, Crystal D.	Math	8/4/2020	JJ Pearce High School
Pearce, Megan M.	Science	8/4/2020	Forest Meadow Junior High
Pennington, Marisa	CTE-Health Science	8/4/2020	Lake Highlands High School
Petersen, Abigail R.	English Language Arts	8/4/2020	Westwood: Math/Science/Leadership Magnet
Phife, Faith Louise	Special Education DLC	8/4/2020	Berkner High School
Poe, Danna L.	CTE-Health Science	8/4/2020	JJ Pearce High School
Poindexter, Sarah E.	Math	8/4/2020	JJ Pearce High School
Powell, Robert J.	Special Education Resource	8/4/2020	Lake Highlands High School
Price, Chad R.	CTE-Arts,AV Tech/Communications	8/4/2020	Forest Meadow Junior High
Quisenberry, Corbin M.	Social Studies	8/4/2020	Richardson West Technology Magnet
Ramirez, Jose G.	Spanish	8/4/2020	Lake Highlands High School
Recinos, Alan K.	Math	8/4/2020	Apollo Junior High
Reeves, Joshua T.	Special Education Resource	8/4/2020	Richardson West Technology Magnet
Renz, Brad S.	Social Studies	8/4/2020	Richardson High School
Riffe, Jason K.	Special Education Resource	8/4/2020	JJ Pearce High School
Rivera, Nora A.	Science - Secondary	8/4/2020	JJ Pearce High School
Rivera, Ricardo R.	Spanish	8/4/2020	Lake Highlands High School
Rodriguez, Javier I.	Special Education DLC	8/4/2020	Lake Highlands High School
Rodriguez, Ramiro D.	CTE-Marketing Science	8/4/2020	Berkner High School

APPOINTMENTS of Professional Personnel*:

SECONDARY	ASSIGNMENT	START DATE	ORGANIZATION
Rogers, Clay E.	Art	8/4/2020	Berkner High School
Rogers, Dominique D.	Social Studies	8/4/2020	Richardson West Technology Magnet
Roland, Justin J.	Social Studies	8/3/2020	JJ Pearce High School
Sapp, Erin L.	Special Education Resource	8/4/2020	Forest Meadow Junior High
Selfridge, Casey	Health	8/4/2020	Richardson North Junior High
Smajlovic, Armin	Social Studies	8/4/2020	Forest Meadow Junior High
Smith, Benjamin C.	English Language Arts	8/4/2020	JJ Pearce High School
Smith, Jatalia L.	Special Education Resource	8/4/2020	Liberty Junior High
Soltis, Marc L.	Strength & Conditioning Coach	8/4/2020	Richardson High School
Spitzer, April M.	English Language Arts	8/4/2020	Forest Meadow Junior High
Starobin, Sarah P.	Math	8/4/2020	Liberty Junior High
Stewart, Carlton IV.	AVID	8/4/2020	Lake Highlands High School
Stooksberry, Elizabeth A.	ESL	8/4/2020	JJ Pearce High School
Thomas, Brittany R.	Counselor	8/3/2020	Forest Meadow Junior High
Todd, Andrew B.	Social Studies	8/4/2020	Richardson High School
Tompkins, Keith W.	Social Studies	8/4/2020	Apollo Junior High
Tumey, Jack R.	Physics	8/4/2020	JJ Pearce High School
Turner, Scott R.	English Language Arts	8/4/2020	Lake Highlands High School
Weatherly, Chase P.	Social Studies	8/4/2020	Lake Highlands High School
Whitsitt, Allyson K.	Band	8/4/2020	Forest Meadow Junior High
Wood, Justin D.	Social Studies	8/4/2020	Richardson High School
Zurbrugg, Adam M.	Math	8/4/2020	JJ Pearce High School

SUPPORT	ASSIGNMENT	START DATE	ORGANIZATION
Ardon, Katelyn A.	Nurse	8/4/2020	Health Services
Austin Greene, Patricia Elaine	Diagnostician	7/31/2020	Special Programs
Autry, Alicia Jo.	Area Academic Facilitator	8/4/2020	Administrative Services
Booth, Kirsten C.	Diagnostician	7/31/2020	Special Programs
Bradley, Shannaa R.	Diagnostician	7/31/2020	Special Programs
Broker, Mandis T.	Speech Therapist	8/4/2020	Special Programs
Burger, Lizzette Y.	Speech Therapist	8/4/2020	Special Programs
Carpio, Crystal A.	Nurse	8/4/2020	Health Services
Donnell, Dena M.	Diagnostician	7/31/2020	Special Programs
Duggan, Taylor M.	Speech Therapist	8/4/2020	Special Programs
Eden, Lance E.	Literacy Interventionist	7/20/2020	PreK
Fenimore, Amanda Michelle	LSSP	7/31/2020	Special Programs
Gaw, Suzanne V.	Diagnostician	7/31/2020	Special Programs
Gonzalez, Alejandra S.	Dyslexia Teacher	8/4/2020	Dyslexia
Hancock, Marcy Jo.	Teacher	8/4/2020	Special Programs
Holt, Kimberly A.	Dyslexia Teacher	8/4/2020	Dyslexia

APPOINTMENTS of Professional Personnel*:

SUPPORT	ASSIGNMENT	START DATE	ORGANIZATION
Honor, Heather Anne	Program Specialist II	7/14/2020	Library and Media Support
Hutcheson, Whitney B.	LSSP	7/31/2020	Special Programs
Jones, Acqunita Quiteria	Behavior Support	8/4/2020	Student Services
Kerbow, Christie D.	Literacy Interventionist	7/20/2020	PreK
Knapp, Kypris (Kippy) A.	Literacy Interventionist	7/20/2020	PreK
Lee, Sabrina	Speech Therapist	8/4/2020	Special Programs
Lopez, Vanessa	Diagnostician	7/31/2020	Special Programs
Mendoza, Angela R.	Literacy Interventionist	7/20/2020	PreK
Minniefield, Latosha S.	Diagnostician	7/31/2020	Special Programs
Odom, Kristin R.	Graphic Designer	7/14/2020	Communications and Public Affairs
Ordonez, Maria T.	Translation Specialist	7/23/2020	Communications and Public Affairs
Page, Veronica S.	LSSP	7/31/2020	Special Programs
Shelffo, Kathleen E.	Occupational Therapist	8/4/2020	Special Programs
Starks-Graves, Teri D.	Deaf Education	8/4/2020	Special Programs
Tomas, John E.	Diagnostician	7/31/2020	Special Programs
Trickett, Brooke C.	Speech Therapist	8/4/2020	Special Programs
Urteaga, Cynthia Y.	Literacy Interventionist	7/20/2020	PreK
Wickstrum, Scott M.	Administrative Manager	8/3/2020	Accounting

ADMINISTRATIVE	ASSIGNMENT	START DATE	ORGANIZATION
Anderson, Tonya M.	Principal	7/8/2020	Wallace Elementary
Bell, Jr., Mark J.	Assistant Principal	7/20/2020	Lake Highlands Elementary
Cabarrouy, Gabriel A.	Assistant Principal	7/8/2020	Berkner High School
Dawes, Vincent L.	Principal	7/8/2020	Big Springs Elementary
Hasse, Kendall A.	Assistant Principal	7/8/2020	Lake Highlands High School
Mccollum, Brenda L.	Assistant Principal	7/20/2020	Audelia Creek Elementary
Moore, Laura M.	Director	7/7/2020	PreK
Mottram, Kathryn A.	Principal	7/7/2020	Westwood: Math/Science/Leadership Magnet
Ramos, Jason Bryan	Assistant Principal	7/20/2020	Aikin Elementary

* The Board's approval of the appointment of any professional personnel is contingent upon the individual proving all required credentials and meeting all hiring criteria established by the District.

PART B: Personnel Actions Submitted for Board of Trustees' Information

APPOINTMENTS of Paraprofessional and Classified Personnel:

PARAPROFESSIONAL	DATE	POSITION	LOCATION
None			

APPOINTMENTS of Paraprofessional and Classified Personnel:

CLASSIFIED	DATE	POSITION	LOCATION
None			

SEPARATIONS of Personnel:

PROFESSIONAL/ CLASSIFIED/PARA- PROFESSIONAL	NAME	ASSIGNMENT/ SUBJECT/GRADE	LOCATION	LOCAL YEARS EXPERIENCE	DATE EFFECTIVE
Professional	Ackels, Emma I.	1 st Grade Teacher	RISD Academy	6	05/26/2020
Professional	Acuy, Allison M.	Math Support	Richardson Terrace Elementary	7	05/26/2020
Paraprofessional	Acuy, Edwards	Secretary II	Forest Meadow Jr High	5	05/26/2020
Professional	Adams, Adeyemi A.	Science Teacher	Lake Highlands HS	2	05/26/2020
Professional	Aguirre, Lara A.	2 nd Grade Teacher	Audelia Creek Elementary	3	05/26/2020
Professional	Allison, Larissa N.	Math Teacher	Liberty Jr High	10	05/26/2020
Paraprofessional	Alsides, Alexis M.	PK Aide I	Dobie Primary	3	05/26/2020
Professional	Anderson, Ellie	1 st Grade Teacher	Skyview Elementary	2	05/26/2020
Professional	Arroyo, Justin A.	Science Teacher	Berkner High School	6	05/26/2020
Professional	Bach, Susan H.	2 nd Grade Teacher	Bowie Elementary	32	05/26/2020
Professional	Bagby, Erica M.	Library & Info Teach	Hamilton Park	6	05/26/2020
Professional	Barbe, Jennifer M.	Math & Science Teacher	Canyon Creek Elementary	5	05/26/2020
Paraprofessional	Baughman, Crystal	Executive Assistant I	Jess Harben Elementary	3	06/03/2020
Classified	Beal, Janet S.	Child Nutrition Asst Manager	Apollo Jr High	25	05/22/2020
Professional	Bell, Brooke Renee	Language Arts Teacher	Richland Elementary	0	05/26/2020
Administration	Benford, Kirsten A.	Director Health Services	Health Services	1	07/09/2020
Professional	Bernstein, Harold M.	Special Ed Teacher	North Jr High	3	05/26/2020
Professional	Bicknell, Erin N.	Language Arts Teacher	Stults Road Elementary	13	05/26/2020

PROFESSIONAL/ CLASSIFIED/PARA- PROFESSIONAL	NAME	ASSIGNMENT/ SUBJECT/GRADE	LOCATION	LOCAL YEARS EXPERIENCE	DATE EFFECTIVE
Professional	Bilbray, Haley M.	Science Teacher	Berkner High School	5	05/26/2020
Professional	Blakley, Sharonda A.	English Teacher	Liberty Jr High	11	05/26/2020
Professional	Boesch, Terry D.	Library & Info Tech	Yale Elementary	24	05/26/2020
Professional	Brewer, Kevin L.	Social Studies Techer	JJ Pearce High School	0	05/26/2020
Administration	Briones, Daise I	Assistant Principal	Aikin Elementary	1	06/03/2020
Professional	Briscoe, Blair B.	CTE Information Tech	JJ Pearce High School	6	05/26/2020
Professional	Bunnell, Kelsey E.	Art Teacher	Skyview Elementary	1	05/26/2020
Professional	Burbules, Thessa M.	3 rd Grade Teacher	Carolyn Bukhair Elementary	5	05/26/2020
Professional	Burn Jacobs, Ashley L.	6 th Grade Teacher	Greenwood Hills Elementary	3	05/26/2020
Administration	Bush, Crystal R.	Assistant Principal	Springridge Elementary	1	06/03/2020
Professional	Bynum, Jason W.	Science Teacher	JJ Pearce High School	1	06/03/2020
Professional	Cafiero, Matthew J.	ESL Teacher	Lake Highlands High School	4	05/26/2020
Classified	Calderon, Imelda	Custodial I	Thurgood Marshall Elementary	18	06/19/2020
Professional	Campos Varela, Gisela	Bilingual Teacher	Greenwood Hills Elementary	5	05/26/2020
Professional	Carroll, Katherine L.	Instructional Coach	Moss Haven Elementary	11	05/26/2020
Professional	Carter, Ashley M.	Teaching & Learning	Science	2	06/21/2020
Professional	Castillo, Liliana C.	Bilingual Teacher	RISD Academy	8	05/26/2020
Classified	Chea, Samaun	Child Nutrition Manager	Skyview Elementary	13	05/22/2020
Professional	Christopher, Kimberly	2 nd Grade Teacher	Brentfield Elementary	16	05/26/2020
Professional	Cies, Kristi A.	Math Teacher	Richardson High School	25	05/26/2020
Paraprofessional	Clark, Christeen J.	PK Aide I	Richardson Terrace Elementary	25	05/26/2020
Professional	Clover-Brown, Lesley	PPCD Teacher	Dobie Primary	0	05/26/2020
Professional	Coleman, Aretha L.	ARD Facilitator	Special Programs	1	05/29/2020
Professional	Collins, Frankie G.	Physical Education	Hamilton Park	3	05/26/2020
Professional	Concepcion, Monica J.	Bilingual Teacher	RISD Academy	1	05/26/2020
Professional	Corkill, Darla	Special Ed Teacher	Berkner High School	4	05/26/2020
Professional	Cox, Megan E.	Principal	Mohawk Elementary	12	06/11/2020
Professional	Cristales, Abiezer	Bilingual Teacher	Carolyn G. Bukhair Elementary	0	05/26/2020
Professional	Cromeans, Jordan R.	CTE Teacher	Forest Meadow JH	4	05/26/2020
Professional	Cross, Deborah J.	Tech Engineer/Manager	Student Information	22	08/10/2020
Professional	Crouse, Stacey	Dyslexia Teacher	Dyslexia	3	05/26/2020
Paraprofessional	Clulver, Christina A.	Administrative Specialist	Instructional Technology	13	06/12/2020
Professional	Curran, Sarah E.	Math & Science	Greenwood Hills Elementary	1	05/26/2020

PROFESSIONAL/ CLASSIFIED/PARA- PROFESSIONAL	NAME	ASSIGNMENT/ SUBJECT/GRADE	LOCATION	LOCAL YEARS EXPERIENCE	DATE EFFECTIVE
		Teacher			
Professional	Dankson, Nancy A.	Special Ed Teacher	MST Magnet	0	05/26/2020
Professional	De La Garza, Mallory	Literacy Interventionist	RISD Academy	0	05/26/2020
Professional	Deaton, William J.	Language Arts Teacher	Richardson West Technology Magnet	1	05/26/2020
Professional	Dickerson, Kelly S.	Kindergarten Teacher	Northrich Elementary	3	05/26/2020
Paraprofessional	Dillard, Diane L.	Executive Assistant I	Spring Creek Elementary	23	06/03/2020
Professional	Donovan, Riley A.	Social Studies Teacher	Richardson High School	1	05/26/2020
Professional	Edmonston, Kylie N.	Teacher	Forestridge Elementary	2	05/26/2020
Professional	Edwards, Jacob S.	Social Studies Teacher	Richardson West Technology Magnet	1	05/26/2020
Professional	Elizondo, Jennifer L.	Diagnostician	Special Programs	0	06/09/2020
Professional	Erickson, Maggie A.	Instructional Coach	Bilingual Support	0	05/26/2020
Professional	Estrada, Sandra	Bilingual Teacher	Skyview Elementary	0	05/26/2020
Professional	Figuroa, Nicole C.	3 rd Grade Teacher	RISD Academy	1	05/26/2020
Administration	Finch, Mia G.	Assistant Principal	Lake Highlands High School	6	06/11/2020
Professional	Fland, Marquitte J.	3 rd Grade Teacher	Northwood Hills Elementary	4	05/26/2020
Professional	Forosisky, Genevieve J.	ESL Pullout Teacher	Aikin Elementary	3	05/26/2020
Professional	Frederick, Hetha A.	Math Teacher	Liberty JH	0	05/26/2020
Professional	Freeman, Taylor C.	Special Ed Teacher	Aikin Elementary	0	05/26/2020
Professional	Fronterhouse, Katherine K.	Kindergarten Teacher	Lake Highlands Elementary	2	05/26/2020
Professional	Galvin, Sophia K.	Kindergarten Teacher	Thurgood Marshall Elementary	0	05/26/2020
Professional	Gaul, Elizabeth Joyce	Language Arts Teacher	Non-Traditional Program	4	05/26/2020
Professional	Gauler, Megan Z.	Music Teacher	Audelia Creek Elementary	0	05/26/2020
Professional	Gibson, Vernon M.	CATE Teacher	Berkner High School	1	05/26/2020
Professional	Gillum, Tabitha R.	Coordinator	LSSP Special Programs	1	06/03/2020
Professional	Glover, Meghan A.	Band Teacher	Lake Highlands JH	3	05/26/2020
Professional	Gomez, Victoria Rhiann	6 th Grade Language Arts	Springridge Elementary	0	05/26/2020
Professional	Gomez Splawn, Esther	Social Studies Teacher	Berkner High School	0	05/26/2020
Professional	Gonzalez, Megan N.	Kindergarten Teacher	Audelia Creek Elementary	0	05/26/2020
Paraprofessional	Gonzalez, Sofia J.	Special Ed Aide	Dobie Primary	0	05/26/2020
Professional	Govender, Kuben	Science Teacher	Berkner High School	0	05/26/2020
Professional	Graber, Stephanie N.	1 st Grade Teacher	Richland Elementary	1	05/26/2020

PROFESSIONAL/ CLASSIFIED/PARA- PROFESSIONAL	NAME	ASSIGNMENT/ SUBJECT/GRADE	LOCATION	LOCAL YEARS EXPERIENCE	DATE EFFECTIVE
Professional	Green, Jennifer Anne	Music Teacher	Moss Haven Elementary	0	05/26/2020
Professional	Greene, Carrie T.	5 th Grade Language Arts Teacher	Canyon Creek Elementary	12	05/26/2020
Professional	Gregson, John D.	Math Teacher	Berkner High School	16	05/26/2020
Professional	Griffith, Grace	2 nd Grade Teacher	White Rock Elementary	3	05/26/2020
Professional	Guler, Lucia A.	Kindergarten Inclusion	Northrich Elementary	3	05/26/2020
Paraprofessional	Guzman Talavera, Maria Del Carmen	Student Data Specialist	Aikin Elementary	11	06/03/2020
Professional	Hardesty-Hartfield, Shirah J.	Kindergarten Teacher	Yale Elementary	6	05/26/2020
Professional	Harris, Bridgette L.	Science Teacher	Lake Highlands High School	0	05/26/2020
Professional	Harrison, Jana F.	Science Teacher	Westood Magnet	2	05/26/2020
Paraprofessional	Herrera Lopez, Brenda	Secretary/Clerk	Stults Road Elementary	1	05/26/2020
Professional	Hileman, Beth R.	Transition Teacher	Special Programs	3	05/26/2020
Professional	Hines, Alexandra L.	Student Culture Coach	Forest Lane Academy	6	05/26/2020
Paraprofessional	Hitt, Cindy J.	Executive Assistant I	Library & Media Support	46	06/18/2020
Professional	Holmes, Barbara P.	Physical Therapist	Special Programs	36	05/29/2020
Professional	Houpt, Jacob Matthew	Social Studies Teacher	Berkner High School	2	05/26/2020
Professional	Hueda, Kristina	Bilingual Teacher	Carolyn G. Bukhair Elementary	7	05/26/2020
Professional	Hull, Caitlin Mary	Science Teacher	JJ Pearce High School	1	05/26/2020
Professional	Huntress, Steven O.	Webmaster	Communications	20	08/31/2020
Professional	Hurst, Danielle E.	CTE Teacher	Berkner High School	11	05/26/2020
Paraprofessional	Imrie, Lindsay A.	Teacher Assistant	Hamilton Park	2	05/26/2020
Professional	Irvin, Marcus L.	CTE Teacher	Richardson High School	12	05/26/2020
Professional	Ivey, Frank L. III	Special Ed Teacher	Lake Highlands High School	5	05/26/2020
Professional	Jackson, Kelecia Denise	3 rd Grade Teacher	Thurgood Marshall Elementary	1	05/26/2020
Classified	Jaramillo, Gloria P.	Custodial I	Mark Twain Elementary	0	06/22/2020
Professional	Johnson, Chenee M.	Physical Education Teacher	Aikin Elementary	8	05/26/2020
Professional	Jones, Frederica L.	Special Ed Teacher	Liberty JH	0	05/26/2020
Professional	Jones, Tanya B.	Instructional Coach	Richardson West Technology Magnet	0	05/26/2020
Professional	Jones, Genevieve A.	Behavior Specialist	Special Programs	0	05/29/2020
Classified	Jones, Kristian J.	Grounds II	Grounds	1	07/17/2020
Administration	Kessler, Kenneth J.	Executive Director	Plant Services	1	07/17/2020

PROFESSIONAL/ CLASSIFIED/PARA- PROFESSIONAL	NAME	ASSIGNMENT/ SUBJECT/GRADE	LOCATION	LOCAL YEARS EXPERIENCE	DATE EFFECTIVE
Paraprofessional	Kidd, Mary E.	Student Data Specialist	Spring Valley Elementary	1	06/03/2020
Professional	Kim, Laurie A.	Special Ed Teacher	JJ Pearce High School	15	05/26/2020
Professional	Kinsey, Jacqueline T.	Behavior Specialist	Special Programs	6	05/29/2020
Paraprofessional	Knox, Latosha R.	Aide I	Child Development Center	6	05/26/2020
Professional	Lamb, Michelle H.	Language Arts Teacher	Richardson High School	2	05/26/2020
Professional	LaRue, Erin M.	Speech Therapist	Special Programs	12	05/26/2020
Paraprofessional	Laurenza, Dana L.	Student Data Specialist	Richland Elementary	23	06/03/2020
Professional	Law, Megan	4thGrade Teacher	White Rock Elementary	2	05/26/2020
Professional	Lawrence, Kimberly A.	Special Ed Teacher	Lake Highlands High School	2	05/26/2020
Professional	Leigh, Jessica D.	1 st Grade Teacher	Northrich Elementary	13	05/26/2020
Classified	Lewis, Jowanda J.	Child Nutrition Manager II	Skyview Elementary	28	05/22/2020
Professional	Lister, Shatara T.	Social Studies Teacher	Forest Meadow JH	6	05/26/2020
Paraprofessional	Long, Danielle N.	Student Data Specialist	Mark Twain Elementary	3	06/03/2020
Professional	Lopez, Brooke N.	Instructional Coach	Forest Meadow JH	4	05/26/2020
Professional	Lopez, Elizabeth	2 nd Grade Teacher	Skyview Elementary	1	05/26/2020
Professional	Love-Smith, Yasmin R.	Diagnostician	Special Programs	2	06/06/2020
Professional	Mankin, David K.	Program Specialist I	Student Services	14	06/18/2020
Administration	Martin, Rose A.	Executive Director	Child Nutrition	24	06/18/2020
Professional	Martinez, Roxanna M.	Spanish Teacher	Lake Highlands JH	0	05/26/2020
Classified	Martinez, Carlos A.	Bus Driver	Transportation	1	07/17/2020
Paraprofessional	Martinez-Castro, Yatzel G.	Aide I ESL	JJ Pearce High School	4	05/26/2020
Paraprofessional	Master, Grant M.	Special Education Aide	Lake Highlands High School	0	05/26/2020
Professional	Matehuala, Morena G.	Spanish Teacher	Lake Highlands High School	3	05/26/2020
Professional	McCaffity, Jennifer D.	Teaching & Learning Specialist	Social Studies	2	06/18/2020
Professional	McCarter, Sherry R.	LSSP	Special Programs	1	05/26/2020
Professional	McCord, Kathleen E.	2 nd Grade Teacher	Skyview Elementary	1	05/26/2020
Paraprofessional	McKamy, Nancy L.	Student Data Specialist	Prestonwood Elementary	25	06/03/2020
Professional	McKinney, Ariel	LSSP	Special Programs	0	06/06/2020
Professional	Meadow, Faryn L.	LSSP	Special Programs	0	06/09/2020
Professional	Meager, Kenneth D.	Geography Teacher	JJ Pearce High School	5	05/26/2020
Professional	Mechler, Anne F.	6 th Grade Language Arts/Social Studies	O.Henry Elementary	11	05/26/2020

PROFESSIONAL/ CLASSIFIED/PARA- PROFESSIONAL	NAME	ASSIGNMENT/ SUBJECT/GRADE	LOCATION	LOCAL YEARS EXPERIENCE	DATE EFFECTIVE
Professional	Mehta, Shruti	Tech Engineer	Information Systems	12	07/24/2020
Professional	Milam, Kristin L.	Special Ed Teacher	Arapaho Classical Magnet	4	05/26/2020
Professional	Miller, Ansley	Math Teacher	Bowie Elementary	4	05/26/2020
Professional	Miller, Maury E.	4 th Grade Teacher	Brentfield Elementary	1	05/26/2020
Professional	Minnitt, Brittney J.	5 th Grade Teacher	Big Springs Elementary	0	05/26/2020
Professional	Minor, Sara E.	ESL Teacher	Brentfield Elementary	6	05/26/2020
Professional	Montserrat-Ramos, Luz N.	1 st Grade Bilingual Teacher	Wallace Elementary	2	05/26/2020
Administration	Moore, Eldridge D.	Assistant Principal	Lake Highlands High School	3	07/21/2020
Professional	Najera, Rocio K.	Bilingual Teacher	Audelia Creek Elementary	1	05/26/2020
Professional	Ochoa, Deborah N.	PPCD Teacher	Richardson Terrace Elementary	2	05/26/2020
Professional	O'Hara, Corinne E.	3 rd Grade Teacher	Skyview Elementary	3	05/26/2020
Professional	Olivia Gonzalez, Mauricio	Bilingual Teacher	Skyview Elementary	4	05/26/2020
Professional	Oliver, Cade W.	Science Teacher	Lake Highlands High School	0	05/26/2020
Professional	Omidvar, Shirin S.	Testing Coordinator	JJ Pearce High School	2	05/26/2020
Professional	Ordonez, Karen M.	Campus Reading Specialist	Skyview Elementary	6	05/26/2020
Professional	Ortiz, Christopher A.	Bilingual Teacher	Audelia Creek Elementary	1	05/26/2020
Professional	Ott, Gregory Mark	Language Arts Teacher	Lake Highlands JH	1	05/26/2020
Professional	Palomo, Tasha Lynn V.	4 th Grade Math Teacher	Forestridge Elementary	0	05/26/2020
Professional	Parra De La Longa, Silvia	Bilingual Kindergarten Teacher	Spring Valley Elementary	1	05/26/2020
Professional	Patel, Amber R.	Math Teacher	Berkner High School	0	05/26/2020
Professional	Payne, Aaron S.	CTE-STEM Teacher	Berkner High School	3	05/26/2020
Professional	Pohlen, Rebecca L.	Physical Education Teacher	Mark Twain Elementary	23	05/26/2020
Professional	Poindexter, Annika R.	Campus Reading Specialist	Springridge Elementary	5	05/26/2020
Professional	Price, Andrea K.	LSSP	Special Programs	3	06/09/2020
Professional	Purvine, Michael H.	Band Teacher	Lake Highlands JH	1	05/26/2020
Professional	Ramirez, Sara	6 th Grade Math and Science	Greenwood Hills Elementary	2	05/26/2020
Professional	Reid, Jaylen P.	6 th Grade Math Teacher	Northrich Elementary	3	05/26/2020
Professional	Rivera, Martha L.	Bilingual Teacher	RISD Academy	5	05/26/2020

PROFESSIONAL/ CLASSIFIED/PARA- PROFESSIONAL	NAME	ASSIGNMENT/ SUBJECT/GRADE	LOCATION	LOCAL YEARS EXPERIENCE	DATE EFFECTIVE
Professional	Rivera-Ortiz, Oswaldo	CTE Teacher	Richardson High School	9	05/26/2020
Professional	Roper, Nathaniel S.	Administrative Manager	Accounting	1	06/18/2020
Professional	Ross, Morgan Nicole	5 th Grade Language Arts	Mark Twain Elementary	0	05/26/2020
Paraprofessional	Ruiz Mata, Michelle	Secretary I	Liberty JH	0	05/26/2020
Professional	Rumfield, Justin B.	History Teacher	JJ Pearce High School	5	05/26/2020
Professional	Ryder, Lisa L.	4 th Grade Bilingual Teacher	Forest Lane Academy	0	05/26/2020
Professional	Salinas, Francisco E.	4 th Grade Bilingual Teacher	Forest Lane Academy	1	05/26/2020
Professional	Sandberg, Jessica M.	Special Ed Teacher	Wallace Elementary	2	05/26/2020
Professional	Sanders, Latasha I.	2 nd Grade Teacher	Yale Elementary	7	05/26/2020
Professional	Shankaranarayana, Vishwanath H.	CTE Teacher	Apollo JH	0	05/26/2020
Paraprofessional	Sheets, Betty G.	Special Education Aide	Prairie Creek Elementary	1	05/26/2020
Administration	Sheftall, Edward C.	Coordinating Director	Facilities Management	15	06/30/2020
Paraprofessional	Shelton, Janell A.	Special Education Aide	Spring Valley Elementary	1	05/26/2020
Paraprofessional	Shelton, Sarah L.	Special Education Aide	Dobie Primary	0	05/26/2020
Professional	Singletary, Jason G.	Social Studies Teacher	Richardson High School	0	05/26/2020
Professional	Smith, Madison K.	6 th Grade Math Teacher	Richland Elementary	0	05/26/2020
Professional	Southward, Julie D.	Diagnostician	Special Programs	21	06/06/2020
Professional	Spence, Melanie L.	Library & Info Tech Educator	Stults Road Elementary	0	05/26/2020
Professional	Stern, Julia I.	Latin Teacher	Arapaho Classical Magnet	13	05/26/2020
Professional	Stolp, Brandi J.	Language Arts Teacher	Audelia Creek Elementary	4	05/26/2020
Paraprofessional	Struck, Trenton L.	Special Ed Aide	Lake Highlands Elementary	0	05/26/2020
Professional	Sutter, Thomas	Tech Engineer Manager	Information Systems	16	05/26/2020
Professional	Swanson, Caitlin A.	Music Teacher	Greenwood Hills Elementary	2	05/26/2020
Professional	Swindle, Amber M.	Behavior Support Teacher	Student Services	3	05/26/2020
Professional	Thomas, Lucie	ESL Teacher	JJ Pearce High School	6	05/26/2020
Paraprofessional	Troy, Briana C.	Secretary II	Lake Highlands High School	1	05/26/2020
Paraprofessional	Vasquez, Lourdes M.	Aide I	Canyon Creek Elementary	1	05/26/2020
Professional	Venturoni, Keith M.	Homebound Teacher	Special Programs	19	05/26/2020
Classified	Vera, Francisco J.	Grounds IV	Pest Control	14	06/06/2020
Professional	Verity, Kimberley D.	LSSP/Special Ed Lead	Special Programs	1	06/09/2020

PROFESSIONAL/ CLASSIFIED/PARA- PROFESSIONAL	NAME	ASSIGNMENT/ SUBJECT/GRADE	LOCATION	LOCAL YEARS EXPERIENCE	DATE EFFECTIVE
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BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Submitted by: David Pate, CFO, Financial & Support Services

INFORMATION AND ACTION ITEM

TOPIC: Specified Best Value/Low Bids, Contracts, and Cumulative Purchases

BACKGROUND INFORMATION:

Bids for the items listed in Part A on the attached sheets were advertised and received for opening in the RISD Purchasing Department. The bid(s) listed under Part A are recommended for acceptance as the lowest responsive bid(s) or other qualifying bid that meets specifications and provides the best value to the District. If the lowest responsive bid does not fall within the budgeted amount for the item, supportive justification and information has been requested and may be made available.

Bids listed in Part B reflect vendors recommended for renewal of an existing bid that was originally approved as providing the best value/lowest responsive bid for the district.

Part C sets out contracts, contract modifications, and any contract change orders recommended for approval. The contract amount of items listed in Part C exceeds \$100,000. Contract(s) for the services reflected under Part C have been reviewed and negotiated, where appropriate. Each contract is within the budgeted amount for the item, category, or service. As indicated, certain contracts have been renegotiated, modified, or otherwise changed. Any such changes recommended are within budgeted amounts.

Part D reflects Interlocal Agreements or other Memorandums of Understanding that address agreements and understandings between other local governmental entities or certain nonprofit organizations. These items are recommended for the Board's approval.

Part E is provided for the Board's information. The items reflected in this section involve contract amounts of less than \$100,000. Board policy CH (Local) delegates purchasing authority to the Superintendent for expenditure of budgeted amounts for goods and services under \$100,000.

Part F is provided for the Board's information. This section provides information about cumulative purchases from state-approved vendors under contracts or buying cooperative agreements that the Board already has approved. All such purchases have been made through established District procedures to ensure that the purchase provided the best buy at the lowest available price.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends that the Board approve the items recommended under Parts A, B, C, and D. The items in Parts E and F are provided for the Board's information.

PROPOSED RESOLUTION

WHEREAS, in compliance with state purchasing and procurement requirements and other applicable law, the RISD Purchasing Department, in collaboration with the end-user departments, has solicited, received, opened, and considered responsive bids for contracts to procure various goods and services required for District operations and has made recommendations for the acceptance and approval of bids and contracts that provide the best value to the District; and

WHEREAS, the district has collaborated with other local government entities to develop Interlocal Agreements and Memoranda of Understanding to obtain goods or share services; and

WHEREAS, the District has made cumulative purchases from previously qualified vendors in accordance with applicable procedures for services and has entered into contracts for goods and services within the Superintendent's delegated purchasing authority; and

WHEREAS, effective management of the District's purchasing and acquisition processes supports the Board's strategic objectives and strategies; now

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Richardson Independent School District accepts, and/or approves the recommended bids, contracts, and Interlocal Agreements and Memoranda of Understanding set out in Parts A, B, C, and D on the attached pages.

Board Agenda August 10, 2020

PART A - New Bids -- For Approval

Bid Number	Description	Recommended Vendor	Amount	Budgeted Amount	Number of Responses	Number Of No Bid Responses	Bids Sought
1567	Miscellaneous Consultant Services	BAi, LLC Defined Learning Dotcom Therapy, Inc Education is Freedom Foundation Educational Policy Institute Frog Street Press, LLC K SheraY LLC Learning Sciences International, LLC New Teacher Center Talkin' Tots, LLC TouchMath Acquisition LLC Valorie Kruger	Compliance	N/A			
1612	Data Infrastructure Cabling	AVL Brass Effect for Education The Technology	Compliance	N/A	4		28
1618	Miscellaneous Consultant Services	HF Education	Compliance	N/A			
1622	Truck and Van Rentals	Industrial Power LLC Penske Truck Leasing Ryder Truck Rental	Compliance		3	0	3
1619	Personal Protection Equipment (PPE) and Related Items	Alert Services Inc. Bracane Company Complete Supply Inc. Fortes Health Hanesbrands Henry Schein Inc. Home Depot Pro Medsafe Nashville Medical & EMS Products Inc. Northern Safety & Industrial Pasco Brokerage Inc. Performance Safety Group I LP Promo Solutions RS Hughes School Specialty Inc. Smith Supply Co.LLC Texas Medical Center Supply Uweport LLC Wedge Supply LLC	Compliance	N/A	45	0	110
1614	Local Retail Stores, Discounts & Grocery Stores and Membership Discount Stores	Albertsons Southern Division Central Market Costco Business Delivery Hobby Lobby Stores, Inc. Kroger Texas LP	Compliance	N/A	7	0	80

PART B - Bid Renewals -- For Approval

Bid Number	Description	Recommended Vendor	Amount	Budgeted Amount	Number of Responses	Number Of No Bid Responses	Bids Sought
1392	Teaching Aids	Amplify Education, Inc. BrainPOP LLC / DBA Mindwave Delaney Educational Enterprises, Inc. Hal Leonard Corporation Joy Maria Corazon S Abuan - Scienterrific Games Kagan Publishing Lectorum Publications, Inc. Lee's School Supplies, Inc. Library Store, Inc, The Marcy Cook Math NCS Pearson, Inc. Rainbow Books Inc. Steps To Literacy, LLC Teaching Systems, Inc. Vernier Software & Technology LLC VWR Funding World Book Inc.					

PART C - Contract Information (Greater than \$100,000) -- For Approval
Contracts, Contract Modifications & Change Orders:

	Amount
Communities In Schools - Consultants providing direct program and related social services for at-risk students at Audelia Creek Elementary, Northlake Elementary, Mark Twain, Stults, Forest Lane Academy, Thurgood Marshall, Skyview, Lake Highlands JH, Forest Meadow JH, Richardson West JH, Liberty JH, and Lake Highlands HS through June 30, 2021	\$ 328,000.00
Coes Consultancy - To support implementation of the Texas Reading Academy and improved literacy instruction at RISD's Carolyn G. Bukhair Elementary School, RISD Academy Elementary School, Forest Lane Academy Elementary School, and Thurgood Marshall Elementary School by providing professional support and development to District and campus leadership and identified staff in grades Kindergarten through 6 at each campus.	\$ 114,000.00

PART D - Interlocals, MOU's, and Other -- For Approval
Interlocals

Memorandum of Understanding

Region 10 ESC - Reading Academies TEA Grant Project

Other

PART E - Contracts, Contract Modifications & Change Orders: Less than \$100,000
(Information Only)

HF Education - To support implementation of the Texas Reading Academy and improved literacy instruction at RISD's Carolyn G. Bukhair Elementary School, RISD Academy Elementary School, Forest Lane Academy Elementary School, and Thurgood Marshall Elementary School by providing professional support and development to District and campus leadership and identified staff in grades Kindergarten through 6 at each campus.	\$ 91,200.00
Engle Support Services - Consultant providing document preparation for the district's Instructional Operating Guide (IOG)	\$ 15,300.00
Big Rock Educational Services - Consultant assisting with the implementation of the ACE program at FLAC, TME, CBE, and RISD Academy during the 2020-21 school year	\$ 40,000.00

PART F - Cumulative Purchases -- Information Only

Cumulative Purchases from Qualified Vendors:	Amount
BUY BOARD - Texas Association of School Boards	\$ 648,601.00
CPGPC - Choice Partners	\$ 38,368.20
DIR - State of Texas Department of Information Resources	\$ 1,119,312.13
EPCNT - Education Purchasing Cooperative of North Texas	\$ 241,608.57
NCPA - National Cooperative Purchasing Alliance	\$ 1,725.00
SOURCEWELL - Sourcewell (previously NJPA)	\$ 13,228.98
OMNIA Partners - TCPN/IPA/US Communities	\$ 153,663.50
PACE - Purchasing Association of Cooperative Entities	\$ 15,775.31
PPPCP - Prospering Pals	\$ 400,000.00
TCCPP - Tarrant County Cooperative Purchasing Program	\$ 50,000.00
TIPS - The Interlocal Purchasing System	\$ 64,026.59
TOTAL:	\$ 2,746,309.28

BOARD AGENDA - August 10, 2020
RECOMMENDED SPECIFIED BID COMMENTS

Bid #	Description	Comments
1567	Miscellaneous Consultant Services	This RFP (unsealed) establishes a roster of vendors to be used for consulting contracts. Vendors will be added as responses are submitted to the district and approved for district use. Contracts will be reported as needed per the BOT reporting guidelines. The term for this roster of vendors ends 5/31/2023.
1612	Data Infrastructure Cabling	This is a compliance bid that establishes vendors and costs which allows for the legal acquisition of data infrastructure cabling throughout the District on an as needed basis. This is a 3-year agreement.
1618	Miscellaneous Consultant Services	This RFP (unsealed) establishes a roster of vendors to be used for consulting contracts. Vendors will be added as responses are submitted to the district and approved for district use. Contracts will be reported as needed per the BOT reporting guidelines. The term for this roster of vendors ends 5/31/2024.
1622	Truck and Van Rentals	This proposal was solicited to replace the soon-to-expire agreement for truck and van rental service that the District utilizes most commonly for the fall sports season and spring fine arts events plus the more recent Covid-19 transportation requirements. The three recommended sources will provide sufficient rental coverage to the District for the next three-year term.
1619	Personal Protection Equipment	This is a compliance proposal that established vendors for the legal acquisition of Personal Protection Equipment and Related Items. This agreement is for one year beginning August 11, 2020.
1614	Local Retail Stores, Discounts & Grocery Stores and Membership Discount Stores	This is a compliance Request for Qualification that established vendors for the legal acquisition of Local Retail Stores, Discount & Grocery Stores, and Membership Discount Stores. This agreement is for five years beginning August 11, 2020 and expiring August 11, 2025.

Bid Renewals:

Bid #	Description	Comments
1392	Teaching Aids, Instructional Materials and Curriculum	On Monday, May 2, 2016, the RISD Board of Trustees approved a compliance proposal that established vendors for the legal acquisition of Teaching Aids, Instructional Materials and Curriculum. This agreement was for three years with an option to renew for an additional two years in one-year increments. The recommendation is to exercise the second renewal option per the original terms of the bid agreement. (Due to Covid-19 closures we received these renewals after our original submission deadline)

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Submitted by: David Pate, CFO, Finance & Support Services

INFORMATION ITEM

TOPIC: Upcoming Bids

BACKGROUND INFORMATION

Attached is a schedule of anticipated bids for the next 12 months.

SUPERINTENDENT'S RECOMMENDATION

The Superintendent presents this schedule for the Board's information.

RISD Purchasing Department- Upcoming Bids

BOT Meeting

September

October

November

November

Music Supplies & Related Items

December

Online Subscriptions

HVAC equipment, parts and supplies

January

February

March

April

Cheerleading, Dance & Drill Team Related Items

Career and Technology Education (CTE) Programs – Supplies, Services, Software and Related items

May

June

August



FINANCE OFFICE

RICHARDSON INDEPENDENT SCHOOL DISTRICT

Where all students connect, learn, grow and succeed

Date: August 10, 2020
To: David Pate, CPA
Chief Financial Officer
From: Kimberlyee Chappell
Executive Director of Finance
Subject: Summary of April 2020 Monthly Financial Statements

YEAR TO DATE PAYROLL COSTS EXCLUDING TRS – FUND 199

The year to date payroll costs for the General Fund are less than the amount budgeted at April 30, 2020. Actual payroll costs for the General Fund (excluding TRS On-behalf payments) totaled \$244,002,249, an increase of \$19 million (8%) when compared to \$225,039,041 at April 30, 2019.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

General Fund (161 & 199)

As of April 30, 2020, 83% of the year has passed. Revenues are consistent with budget expectations and/or prior year activity, except for the following source:

- School Health and Related Services (SHARS) (Object 5931) – As of April 30, 2020, SHARS payments exceeded prior year collections by \$2.0 million (38%).

Except for the following, expenditures in all functions represented 83% or less of the budget or were consistent with prior year's spending.

- Payroll costs for XPlore Program (Fund 161) support personnel increased by 8% when compared to the 2018-2019 school year.

Child Nutrition Fund (240)

Revenues are consistent with budget expectations and/or prior year activity, except for the following sources:

- School Breakfast Program (Object 5921) and National School Lunch Program (Object 5922) revenues increased by \$383,247 and \$709,042 respectively when compared to this time period last year. This increase in federal funds is offset by a decrease of \$518,132 in revenues collected for meals from students in Food Service Activity (Object 5751).

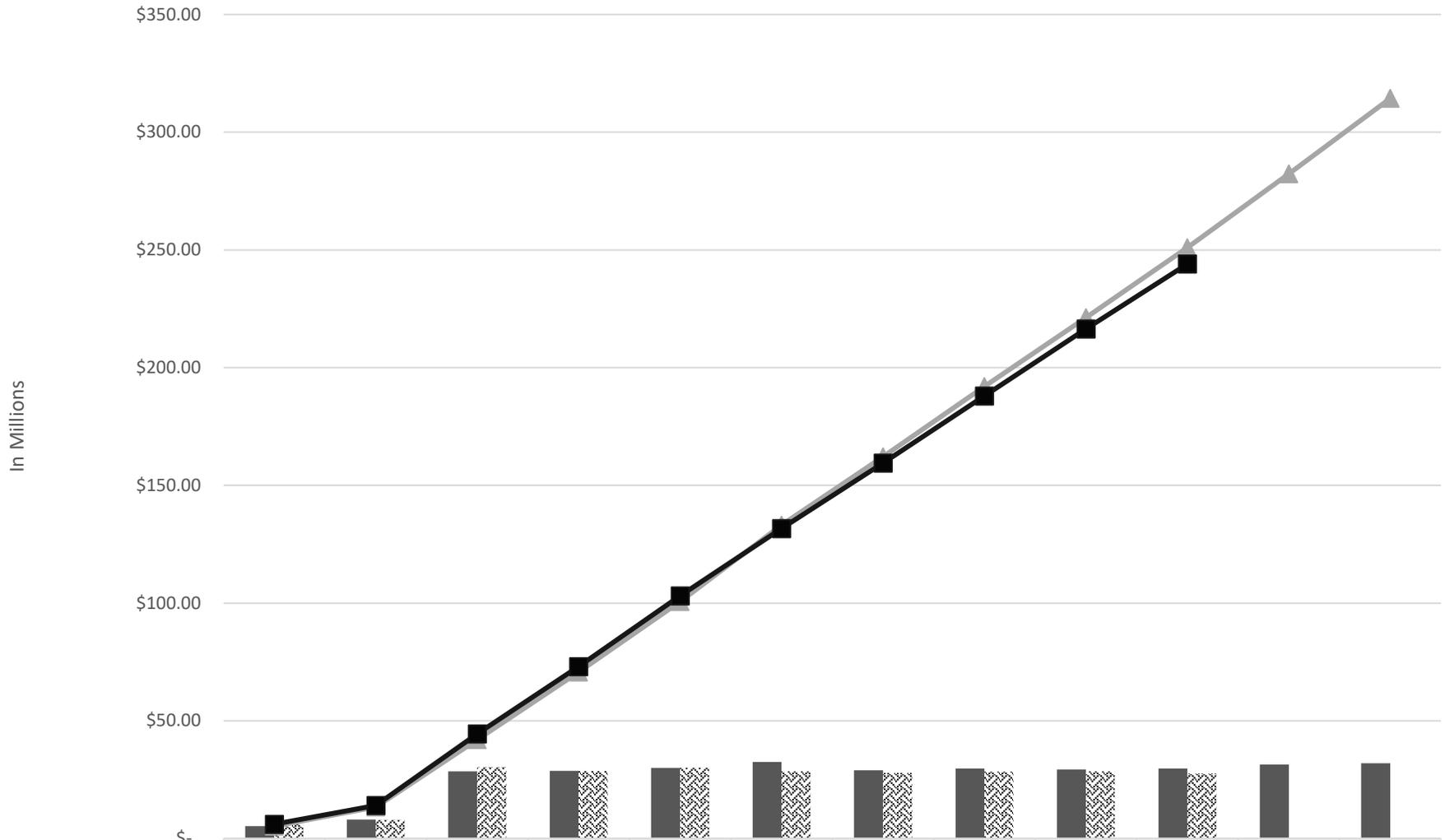
As of April 30, 2020, 83% of the year has passed. Expenditures in all functions represent 83% or less of the budget.

Debt Service Fund (599)

Revenues and expenditures are consistent with budget expectations and/or prior year activity.

The District makes scheduled principal and interest payments in February and interest payments in August. The expenditures in Function 72 – Interest on Long-term Debt represent the scheduled interest payments. The expenditures in Function 73 – Bond Issuance Costs and Fees include paying agent, arbitrage rebate calculation and continuing disclosure fees.

FY 2020 General Fund Payroll Analysis Excluding TRS On-behalf



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun/Adj
Budget By Month	\$5.28	\$8.12	\$28.57	\$28.74	\$29.94	\$32.50	\$29.01	\$29.76	\$29.29	\$29.72	\$31.41	\$31.98
Actual By Month	\$6.11	\$7.96	\$30.33	\$28.61	\$30.12	\$28.52	\$27.88	\$28.39	\$28.52	\$27.54		
Cumulative Budget	\$5.28	\$13.40	\$41.98	\$70.72	\$100.66	\$133.16	\$162.17	\$191.93	\$221.22	\$250.94	\$282.35	\$314.33
Cumulative Actual	\$6.11	\$14.07	\$44.41	\$73.02	\$103.15	\$131.66	\$159.55	\$187.94	\$216.46	\$244.00		

RICHARDSON INDEPENDENT SCHOOL DISTRICT
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET TO ACTUAL
 GENERAL FUND (161 and 199)

% OF YEAR COMPLETE: 83%

DESCRIPTION	Apr-20 Budget	Apr-20 Actual	Percent of Actual to Budget	Apr-19 Budget	Apr-19 Actual	Percent of Actual to Budget
REVENUES						
5711 Taxes Current Year Levy	\$ 244,904,013.00	\$ 254,217,012.04	104%	\$ 250,990,336.00	\$ 259,370,917.91	103%
5712 Taxes Prior Years	30,000.00	399,652.29	1332%	500,000.00	289,755.88	58%
5719 Penalties Interest and Other Tax Revenues	650,000.00	1,098,945.74	169%	589,381.00	1,104,746.91	187%
5739 Tuition and Fees	4,434,732.00	2,855,127.19	64%	4,800,000.00	3,678,657.40	77%
5742 Earnings from Temporary Deposits and Investments	2,750,000.00	2,417,742.92	88%	900,000.00	2,727,087.87	303%
5743 Rent	1,666,000.00	1,317,082.34	79%	1,666,000.00	1,478,170.72	89%
5744 Revenue from Foundations, Other Non-Profit Organizations Gifts and Bequests	15,000.00	3,295.70	22%	30,000.00	9,215.95	31%
5745 Insurance Recovery	25,000.00	99,862.94	399%	5,000.00	30,590.18	612%
5749 Other Revenues from Local Sources	399,815.38	360,792.05	90%	200,000.00	100,107.40	50%
5752 Athletic Activities	4,000.00	473,396.88	11835%	300,000.00	407,557.12	136%
5754 Quasi External Interfund Transactions	-	-	0%	-	23,961.74	100%
5769 Miscellaneous Revenues from Intermediate Sources	50,000.00	-	0%	60,000.00	1,483,470.57	2472%
5811 Per Capita Apportionment	7,282,096.00	4,312,940.00	59%	16,352,789.00	8,451,210.00	52%
5812 Foundation School Program Act Entitlements	80,440,197.00	67,408,994.00	84%	53,296,984.00	38,622,336.00	72%
5819 Other Foundation School Program Act Revenues	-	512,369.30	100%	-	-	0%
5829 State Program Revenues Distributed by Texas Education Agency	3,000.00	3,449.80	115%	10,000.00	3,202.29	32%
5831 Teacher Retirement TRS Care On-Behalf Payments	21,960,000.00	15,958,379.62	73%	16,236,456.00	13,146,278.62	81%
5929 Federal Revenues Distributed by Texas Education Agency	1,400,000.00	201,438.11	14%	1,400,000.00	327,247.82	23%
5931 School Health and Related Services (SHARS)	6,750,000.00	7,227,993.87	107%	3,900,000.00	5,242,188.85	134%
5939 Federal Revenues Distributed by State of Texas Government Agencies (Other than Texas Education Agency)	140,000.00	185,757.43	133%	140,000.00	115,280.08	82%
TOTAL REVENUES	<u>372,903,853.38</u>	<u>359,054,232.22</u>		<u>351,376,946.00</u>	<u>336,611,983.31</u>	

RICHARDSON INDEPENDENT SCHOOL DISTRICT
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET TO ACTUAL
 GENERAL FUND (161 and 199)

% OF YEAR COMPLETE: 83%	Apr-20	Apr-20	Percent of Actual	Apr-19	Apr-19	Percent of Actual
DESCRIPTION	Budget	Actual	to Budget	Budget	Actual	to Budget
EXPENDITURES						
11 Instruction	235,661,135.28	179,194,740.18	76%	209,480,920.71	162,166,238.92	77%
12 Instructional Resources and Media Services	6,301,407.90	4,322,588.48	69%	5,900,191.19	4,264,607.10	72%
13 Curriculum Development and Instructional Staff Development	8,586,030.21	6,578,263.40	77%	6,562,202.71	4,674,780.65	71%
21 Instructional Leadership	5,456,279.74	4,780,753.87	88%	6,691,952.69	4,178,878.99	62%
23 School Leadership	26,153,137.52	20,242,306.54	77%	24,123,300.72	18,846,896.99	78%
31 Guidance, Counseling and Evaluation Services	17,367,128.20	13,526,211.75	78%	16,328,421.84	12,657,427.43	78%
32 Social Work Services	1,411,004.29	1,050,520.56	74%	1,193,042.27	1,024,262.26	86%
33 Health Services	4,701,443.74	3,677,666.80	78%	4,449,716.69	3,512,287.39	79%
34 Student (Pupil) Transportation	13,592,434.52	8,948,256.14	66%	10,325,454.29	8,251,500.55	80%
36 Cocurricular/Extracurricular Activities	5,927,724.33	4,554,258.13	77%	6,508,857.93	5,062,628.47	78%
41 General Administration	10,298,210.04	7,484,360.45	73%	10,396,915.25	8,146,333.37	78%
51 Plant Maintenance and Operations	33,603,094.55	25,171,744.10	75%	27,932,583.86	21,595,869.35	77%
52 Security and Monitoring Services	3,099,492.10	1,214,662.16	39%	2,244,709.00	1,184,318.01	53%
53 Data Processing Services	5,704,231.27	4,114,379.01	72%	5,445,500.59	4,278,586.82	79%
61 Community Services	843,914.00	803,075.02	95%	179,873.45	153,070.59	85%
71 Debt Service	13,328.00	7,850.00	59%	13,328.00	10,190.77	76%
72 Interest on Long-term Debt	67.00	-	0%	67.00	-	0%
91 Contracted Instructional Services Between Public Schools	545,490.00	81,375.00	15%	5,869,577.00	2,681,295.00	46%
93 Payments to Member Districts of Shared Services Arrangements	255,704.00	166,598.00	65%	255,704.00	176,301.00	69%
95 Payments to Juvenile Justice Alternative Education Programs	50,000.00	3,000.00	6%	37,000.00	3,000.00	8%
99 Other Intergovernmental Charges	<u>1,167,100.00</u>	<u>875,325.00</u>	75%	<u>1,095,628.00</u>	<u>817,692.00</u>	75%
TOTAL EXPENDITURES	<u>380,738,356.69</u>	<u>286,797,934.59</u>		<u>345,034,947.19</u>	<u>263,686,165.66</u>	
EXCESS (DEFICIENCY) REVENUES OVER (UNDER) EXPENDITURES	(7,834,503.31)	72,256,297.63		6,341,998.81	72,925,817.65	
OTHER FINANCING SOURCES (USES)						
7912 Sale of Real and Personal Property	65,000.00	136,665.60	210%	65,000.00	188,225.54	290%
8911 Transfers Out	<u>(1,000,000.00)</u>	<u>(1,000,000.00)</u>	100%	<u>(1,000,000.00)</u>	<u>(1,000,000.00)</u>	100%
TOTAL OTHER FINANCING SOURCES (USES)	<u>(935,000.00)</u>	<u>(863,334.40)</u>		<u>(935,000.00)</u>	<u>(811,774.46)</u>	
NET CHANGE IN FUND BALANCE	(8,769,503.31)	71,392,963.23		5,406,998.81	72,114,043.19	
FUND BALANCE JULY 1 (BEGINNING)	<u>122,725,098.49</u>	<u>122,725,098.49</u>		<u>98,220,733.85</u>	<u>98,220,733.85</u>	
FUND BALANCE APRIL 30	<u>\$ 113,955,595.18</u>	<u>\$ 194,118,061.72</u>		<u>\$ 103,627,732.66</u>	<u>\$ 170,334,777.04</u>	

RICHARDSON INDEPENDENT SCHOOL DISTRICT
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET TO ACTUAL
 FOOD SERVICE FUND (240)

% OF YEAR COMPLETE: 83%

DESCRIPTION	Apr-20 Budget	Apr-20 Actual	Percent of Actual to Budget	Apr-19 Budget	Apr-19 Actual	Percent of Actual to Budget
REVENUES						
5742 Earnings from Temporary Deposits and Investments	\$ 39,002.00	\$ 58,472.62	150%	\$ 25,000.00	\$ 60,691.60	243%
5751 Food Service	4,886,691.26	2,764,514.77	57%	4,914,998.00	3,282,646.87	67%
5829 TEA/Non-Foundation Revenue	88,882.00	81,672.94	92%	88,882.00	84,215.76	95%
5921 School Breakfast Program	3,253,000.00	2,379,147.32	73%	3,253,000.00	1,995,900.43	61%
5922 National School Lunch Program	8,852,210.00	7,932,834.62	90%	8,810,045.00	7,223,792.24	82%
5923 United States Department of Agriculture Donated Commodities	-	56,253.89	100%	-	-	0%
5939 Federal Revenues Distributed by State of Texas Government Agency	118,540.00	-	0%	-	-	0%
5949 Federal Revenues Distributed Directly from Federal Government	-	34,596.54	100%	-	-	0%
TOTAL REVENUES	<u>17,238,325.26</u>	<u>13,307,492.70</u>		<u>17,091,925.00</u>	<u>12,647,246.90</u>	

RICHARDSON INDEPENDENT SCHOOL DISTRICT
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET TO ACTUAL
 FOOD SERVICE FUND (240)

% OF YEAR COMPLETE: 83%
DESCRIPTION

	Apr-20 Budget	Apr-20 Actual	Percent of Actual to Budget	Apr-19 Budget	Apr-19 Actual	Percent of Actual to Budget
EXPENDITURES						
35 Food Service	17,511,901.69	12,831,460.65	73%	17,263,540.01	11,467,318.65	66%
51 Plant Maintenance and Operations	211,112.00	106,948.59	51%	177,659.00	125,855.06	71%
61 Community Services	<u>2,500.00</u>	<u>-</u>	0%	<u>2,500.00</u>	<u>-</u>	0%
TOTAL EXPENDITURES	<u>17,725,513.69</u>	<u>12,938,409.24</u>		<u>17,443,699.01</u>	<u>11,593,173.71</u>	
EXCESS (DEFICIENCY) REVENUES OVER (UNDER) EXPENDITURES	(487,188.43)	369,083.46		(351,774.01)	1,054,073.19	
OTHER FINANCING SOURCES (USES)						
7915 Operating Transfers In	<u>-</u>	<u>-</u>	0%	<u>-</u>	<u>582.17</u>	0%
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>		<u>-</u>	<u>582.17</u>	
NET CHANGE IN FUND BALANCE	(487,188.43)	369,083.46		(351,774.01)	1,054,655.36	
FUND BALANCE JULY 1 (BEGINNING)	<u>4,090,723.28</u>	<u>4,090,723.28</u>		<u>2,896,792.14</u>	<u>2,896,792.14</u>	
FUND BALANCE APRIL 30	<u>\$ 3,603,534.85</u>	<u>\$ 4,459,806.74</u>		<u>\$ 2,545,018.13</u>	<u>\$ 3,951,447.50</u>	

RICHARDSON INDEPENDENT SCHOOL DISTRICT
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET TO ACTUAL
 DEBT SERVICE FUND (599)

% OF YEAR COMPLETE: 83%
DESCRIPTION

	Apr-20 Budget	Apr-20 Actual	Percent of Actual to Budget	Apr-19 Budget	Apr-19 Actual	Percent of Actual to Budget
REVENUES						
5711 Taxes on Current Year Levy	\$ 80,807,933.00	\$ 83,298,421.64	103%	\$ 75,398,776.00	\$ 77,605,666.44	103%
5712 Taxes for Prior Years	50,000.00	115,345.43	231%	200,000.00	87,405.14	44%
5719 Penalties, Interest and Other Tax Revenues	200,000.00	234,400.92	117%	200,000.00	227,900.43	114%
5742 Earnings from Temporary Deposits and Investments	160,000.00	399,867.58	250%	200,000.00	573,996.01	287%
5746 Tax Increment Fund	950,000.00	-	0%	950,000.00	-	0%
5829 State Program Revenues Distributed by TEA	<u>624,958.00</u>	<u>648,938.00</u>	104%	<u>596,738.00</u>	<u>607,263.00</u>	102%
TOTAL REVENUES	<u>82,792,891.00</u>	<u>84,696,973.57</u>		<u>77,545,514.00</u>	<u>79,102,231.02</u>	

RICHARDSON INDEPENDENT SCHOOL DISTRICT
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET TO ACTUAL
DEBT SERVICE FUND (599)

% OF YEAR COMPLETE: 83%
DESCRIPTION

	Apr-20 Budget	Apr-20 Actual	Percent of Actual to Budget	Apr-19 Budget	Apr-19 Actual	Percent of Actual to Budget
EXPENDITURES						
71 Debt Service	56,419,133.40	56,419,132.90	100%	53,680,000.00	28,680,000.00	53%
72 Interest on Long-term Debt	30,014,999.95	30,014,999.64	100%	25,534,625.04	25,534,625.02	100%
73 Bond Issuance Costs and Fees	527,935.88	425,951.62	81%	219,999.96	3,786.25	2%
97 Payment to Tax Increment Fund	<u>950,000.00</u>	<u>-</u>	0%	<u>950,000.00</u>	<u>-</u>	0%
TOTAL EXPENDITURES	<u>87,912,069.23</u>	<u>86,860,084.16</u>		<u>80,384,625.00</u>	<u>54,218,411.27</u>	
EXCESS (DEFICIENCY) REVENUES OVER (UNDER) EXPENDITURES	(5,119,178.23)	(2,163,110.59)		(2,839,111.00)	24,883,819.75	
OTHER FINANCING SOURCES (USES)						
7911 Issurance of Bonds	33,799,969.75	33,799,969.75	100%	-	-	0%
7916 Premium or Discount on Issuance of Bonds	3,564,724.15	3,564,724.15	100%	-	-	0%
8949 Other Uses	<u>(36,958,420.80)</u>	<u>(36,958,420.80)</u>	100%	<u>-</u>	<u>-</u>	0%
TOTAL OTHER FINANCING SOURCES (USES)	<u>406,273.10</u>	<u>406,273.10</u>		<u>-</u>	<u>-</u>	
NET CHANGE IN FUND BALANCE	(4,712,905.13)	(1,756,837.49)		(2,839,111.00)	24,883,819.75	
FUND BALANCE JULY 1 (BEGINNING)	<u>28,000,672.96</u>	<u>28,000,672.96</u>		<u>23,800,332.76</u>	<u>23,800,332.76</u>	
FUND BALANCE APRIL 30	<u>\$ 23,287,767.83</u>	<u>\$ 26,243,835.47</u>		<u>\$ 20,961,221.76</u>	<u>\$ 48,684,152.51</u>	



FINANCE OFFICE

RICHARDSON INDEPENDENT SCHOOL DISTRICT

Where all students connect, learn, grow and succeed

Date: August 10, 2020
To: David Pate, CPA
Chief Financial Officer
From: Kimberlyee Chappell
Executive Director of Finance
Subject: Summary of May 2020 Monthly Financial Statements

YEAR TO DATE PAYROLL COSTS EXCLUDING TRS – FUND 199

The year to date payroll costs for the General Fund are less than the amount budgeted at May 31, 2020. Actual payroll costs for the General Fund (excluding TRS On-behalf payments) totaled \$273,324,329, an increase of \$20.1 million (8%) when compared to \$253,207,990 at May 31, 2019.

SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE

General Fund (161 & 199)

As of May 31, 2020, 92% of the year has passed. Revenues are consistent with budget expectations and/or prior year activity, except for the following source:

- School Health and Related Services (SHARS) (Object 5931) – As of May 31, 2020, SHARS payments exceeded prior year collections by \$2.1 million (39.6%).

Except for the following, expenditures in all functions represented 92% or less of the budget or were consistent with prior year's spending.

- Payroll for the XPlore Program (Fund 161) was reclassified to the correct function (Function 61 – Community Service) which resulted in a \$640,564 increase from the previous year activity.

Child Nutrition Fund (240)

Revenues are consistent with budget expectations and/or prior year activity, except for the following sources:

- School Breakfast Program (Object 5921) and National School Lunch Program (Object 5922) revenues increased by \$452,908 and \$207,167 respectively when compared to this time period last year. This increase in federal funds is offset by a decrease of \$817,855 in revenues collected for meals from students in Food Service Activity (Object 5751).

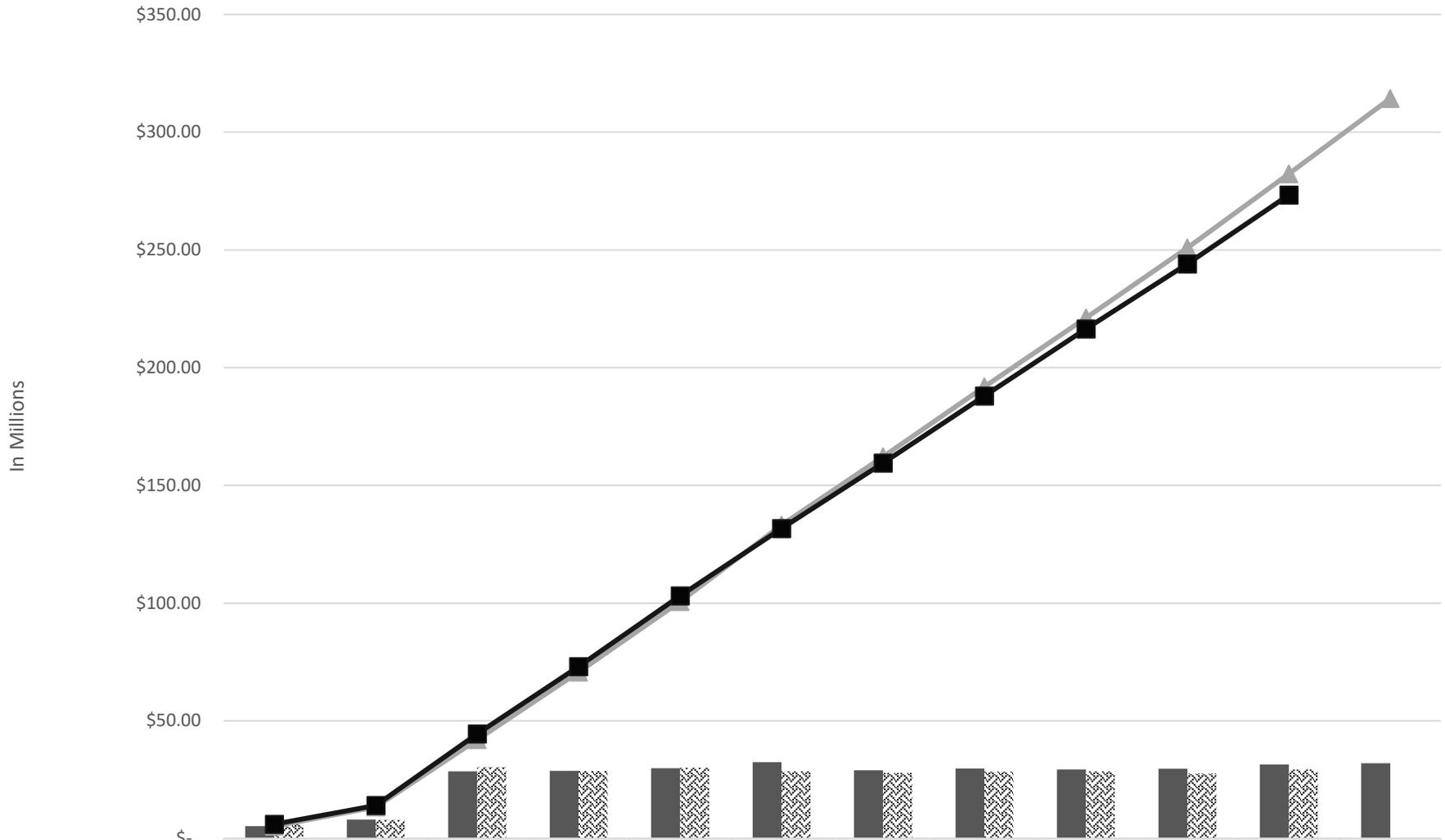
As of May 31, 2020, 92% of the year has passed. Expenditures in all functions represent 92% or less of the budget.

Debt Service Fund (599)

Revenues and expenditures are consistent with budget expectations and/or prior year activity.

The District makes scheduled principal and interest payments in February and interest payments in August. The expenditures in Function 72 – Interest on Long-term Debt represent the scheduled interest payments. The expenditures in Function 73 – Bond Issuance Costs and Fees include paying agent, arbitrage rebate calculation and continuing disclosure fees.

FY 2020 General Fund Payroll Analysis Excluding TRS On-behalf



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun/Adj
Budget By Month	\$5.28	\$8.12	\$28.57	\$28.74	\$29.93	\$32.50	\$29.01	\$29.76	\$29.28	\$29.71	\$31.41	\$31.97
Actual By Month	\$6.11	\$7.96	\$30.33	\$28.61	\$30.12	\$28.52	\$27.88	\$28.39	\$28.52	\$27.54	\$29.32	
Cumulative Budget	\$5.28	\$13.40	\$41.97	\$70.71	\$100.64	\$133.14	\$162.14	\$191.90	\$221.18	\$250.90	\$282.30	\$314.28
Cumulative Actual	\$6.11	\$14.07	\$44.41	\$73.02	\$103.15	\$131.66	\$159.55	\$187.94	\$216.46	\$244.00	\$273.32	

RICHARDSON INDEPENDENT SCHOOL DISTRICT
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET TO ACTUAL
 GENERAL FUND (161 and 199)

% OF YEAR COMPLETE: 92%	May-20	May-20	Percent of Actual	May-19	May-19	Percent of Actual
DESCRIPTION	Budget	Actual	to Budget	Budget	Actual	to Budget
REVENUES						
5711 Taxes Current Year Levy	\$ 244,904,013.00	\$ 254,924,920.56	104%	\$ 250,990,336.00	\$ 260,115,702.54	104%
5712 Taxes Prior Years	30,000.00	55,796.93	186%	500,000.00	345,196.95	69%
5719 Penalties Interest and Other Tax Revenues	650,000.00	1,213,069.97	187%	589,381.00	1,283,555.75	218%
5739 Tuition and Fees	4,434,732.00	3,094,190.60	70%	4,800,000.00	4,134,997.76	86%
5742 Earnings from Temporary Deposits and Investments	2,750,000.00	2,474,456.40	90%	900,000.00	3,122,824.03	347%
5743 Rent	1,666,000.00	1,591,804.57	96%	1,666,000.00	1,642,816.93	99%
5744 Revenue from Foundations, Other Non-Profit Organizations Gifts and Bequests						
	15,000.00	3,295.70	22%	30,000.00	25,215.34	84%
5745 Insurance Recovery	25,000.00	99,862.94	399%	5,000.00	58,951.89	1179%
5749 Other Revenues from Local Sources	399,815.38	361,521.30	90%	200,000.00	103,006.37	52%
5752 Athletic Activities	4,000.00	473,732.43	11843%	300,000.00	412,468.57	137%
5754 Quasi External Interfund Transactions	-	-	0%	-	26,583.58	100%
5769 Miscellaneous Revenues from Intermediate Sources	50,000.00	-	0%	60,000.00	1,483,470.57	2472%
5811 Per Capita Apportionment	7,282,096.00	5,437,928.00	75%	16,352,789.00	9,742,631.00	60%
5812 Foundation School Program Act Entitlements	80,440,197.00	67,408,994.00	84%	53,296,984.00	38,622,336.00	72%
5819 Other Foundation School Program Act Revenues	-	512,369.30	100%	-	-	0%
5829 State Program Revenues Distributed by Texas Education Agency	3,000.00	4,507.01	150%	10,000.00	8,224.98	82%
5831 Teacher Retirement TRS Care On-Behalf Payments	21,960,000.00	17,575,188.87	80%	16,236,456.00	14,517,959.38	89%
5929 Federal Revenues Distributed by Texas Education Agency	1,400,000.00	253,909.04	18%	1,400,000.00	403,122.40	29%
5931 School Health and Related Services (SHARS)	6,750,000.00	7,319,826.55	108%	3,900,000.00	5,242,221.67	134%
5939 Federal Revenues Distributed by State of Texas Government Agencies (Other than Texas Education Agency)	140,000.00	205,987.31	147%	140,000.00	115,280.08	82%
TOTAL REVENUES	372,903,853.38	363,011,361.48		351,376,946.00	341,406,565.79	

RICHARDSON INDEPENDENT SCHOOL DISTRICT
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET TO ACTUAL
GENERAL FUND (161 and 199)

% OF YEAR COMPLETE: 92%		May-20	May-20	Percent of Actual	May-19	May-19	Percent of Actual
DESCRIPTION		Budget	Actual	to Budget	Budget	Actual	to Budget
EXPENDITURES							
11	Instruction	235,463,224.63	200,619,995.97	85%	209,422,839.15	182,215,463.63	87%
12	Instructional Resources and Media Services	6,284,128.90	4,853,097.17	77%	5,893,153.18	4,786,211.42	81%
13	Curriculum Development and Instructional Staff Development	8,843,691.25	7,538,992.27	85%	6,574,080.68	5,215,895.15	79%
21	Instructional Leadership	5,444,624.16	5,264,978.57	97%	6,558,605.32	4,611,802.43	70%
23	School Leadership	26,141,173.10	22,525,467.70	86%	24,133,374.13	21,030,341.10	87%
31	Guidance, Counseling and Evaluation Services	17,382,359.20	15,099,925.14	87%	16,353,935.54	14,350,981.94	88%
32	Social Work Services	1,413,704.29	1,148,165.06	81%	1,196,343.46	1,133,005.93	95%
33	Health Services	4,701,318.74	4,058,472.11	86%	4,449,248.45	3,906,119.37	88%
34	Student (Pupil) Transportation	13,591,434.52	9,953,359.82	73%	10,346,846.36	9,631,326.74	93%
36	Cocurricular/Extracurricular Activities	5,903,283.79	4,967,761.45	84%	6,457,963.21	5,590,512.81	87%
41	General Administration	10,326,588.45	8,509,422.91	82%	10,447,345.25	8,828,962.36	85%
51	Plant Maintenance and Operations	33,464,812.60	27,680,721.29	83%	27,956,125.80	24,405,662.76	87%
52	Security and Monitoring Services	3,100,692.10	1,375,205.42	44%	2,250,411.49	1,370,671.12	61%
53	Data Processing Services	5,801,717.96	4,526,782.40	78%	5,445,500.59	4,678,651.54	86%
61	Community Services	843,914.00	886,797.46	105%	179,873.45	168,641.19	94%
71	Debt Service	13,328.00	7,850.00	59%	13,328.00	10,190.77	76%
72	Interest on Long-term Debt	67.00	-	0%	67.00	-	0%
91	Contracted Instructional Services Between Public Schools	545,490.00	108,500.00	20%	6,256,355.00	3,575,060.00	57%
93	Payments to Member Districts of Shared Services Arrangements	255,704.00	166,598.00	65%	405,855.00	405,855.00	100%
95	Payments to Juvenile Justice Alternative Education Programs	50,000.00	3,000.00	6%	4,400.00	3,000.00	68%
99	Other Intergovernmental Charges	<u>1,167,100.00</u>	<u>1,167,100.00</u>	100%	<u>1,095,628.00</u>	<u>1,090,253.00</u>	100%
TOTAL EXPENDITURES		<u>380,738,356.69</u>	<u>320,462,192.74</u>		<u>345,441,279.06</u>	<u>297,008,608.26</u>	
EXCESS (DEFICIENCY) REVENUES OVER (UNDER) EXPENDITURES		(7,834,503.31)	42,549,168.74		5,935,666.94	44,397,957.53	
OTHER FINANCING SOURCES (USES)							
7912	Sale of Real and Personal Property	65,000.00	208,269.00	320%	65,000.00	188,225.54	290%
8911	Transfers Out	<u>(1,000,000.00)</u>	<u>(1,000,000.00)</u>	100%	<u>(1,000,000.00)</u>	<u>(1,000,000.00)</u>	100%
TOTAL OTHER FINANCING SOURCES (USES)		<u>(935,000.00)</u>	<u>(791,731.00)</u>		<u>(935,000.00)</u>	<u>(811,774.46)</u>	
NET CHANGE IN FUND BALANCE		(8,769,503.31)	41,757,437.74		5,000,666.94	43,586,183.07	
FUND BALANCE JULY 1 (BEGINNING)		<u>122,725,098.49</u>	<u>122,725,098.49</u>		<u>98,220,733.85</u>	<u>98,220,733.85</u>	
FUND BALANCE MAY 31		<u>\$ 113,955,595.18</u>	<u>\$ 164,482,536.23</u>		<u>\$ 103,221,400.79</u>	<u>\$ 141,806,916.92</u>	

RICHARDSON INDEPENDENT SCHOOL DISTRICT
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET TO ACTUAL
 FOOD SERVICE FUND (240)

% OF YEAR COMPLETE: 92%
DESCRIPTION

	May-20 Budget	May-20 Actual	Percent of Actual to Budget	May-19 Budget	May-19 Actual	Percent of Actual to Budget
REVENUES						
5742 Earnings from Temporary Deposits and Investments	\$ 39,002.00	\$ 59,557.21	153%	\$ 25,000.00	\$ 69,425.78	278%
5751 Food Service	4,886,691.26	2,771,909.35	57%	4,914,998.00	3,589,763.91	73%
5829 TEA/Non-Foundation Revenue	88,882.00	81,672.94	92%	88,882.00	84,215.76	95%
5921 School Breakfast Program	3,253,000.00	2,762,906.52	85%	3,253,000.00	2,309,998.63	71%
5922 National School Lunch Program	8,852,210.00	8,542,895.12	97%	8,701,422.00	8,335,727.89	96%
5923 United States Department of Agriculture Donated Commodities	-	56,253.89	100%	108,623.00	-	0%
5939 Federal Revenues Distributed by State of Texas Government Agency	118,540.00	-	0%	-	-	0%
5949 Federal Revenues Distributed Directly from Federal Government	-	119,593.13	100%	-	-	0%
TOTAL REVENUES	<u>17,238,325.26</u>	<u>14,394,788.16</u>		<u>17,091,925.00</u>	<u>14,389,131.97</u>	

RICHARDSON INDEPENDENT SCHOOL DISTRICT
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET TO ACTUAL
 FOOD SERVICE FUND (240)

% OF YEAR COMPLETE: 92%
DESCRIPTION

	May-20 Budget	May-20 Actual	Percent of Actual to Budget	May-19 Budget	May-19 Actual	Percent of Actual to Budget
EXPENDITURES						
35 Food Service	17,511,901.69	14,253,344.56	81%	17,263,540.01	13,003,587.56	75%
51 Plant Maintenance and Operations	211,112.00	125,516.94	59%	177,659.00	142,642.08	80%
61 Community Services	<u>2,500.00</u>	<u>-</u>	0%	<u>2,500.00</u>	<u>-</u>	0%
TOTAL EXPENDITURES	<u>17,725,513.69</u>	<u>14,378,861.50</u>		<u>17,443,699.01</u>	<u>13,146,229.64</u>	
EXCESS (DEFICIENCY) REVENUES OVER (UNDER) EXPENDITURES	(487,188.43)	15,926.66		(351,774.01)	1,242,902.33	
OTHER FINANCING SOURCES (USES)						
7915 Operating Transfers In	<u>-</u>	<u>-</u>	0%	<u>-</u>	<u>582.17</u>	0%
TOTAL OTHER FINANCING SOURCES (USES)	<u>-</u>	<u>-</u>		<u>-</u>	<u>582.17</u>	
NET CHANGE IN FUND BALANCE	(487,188.43)	15,926.66		(351,774.01)	1,243,484.50	
FUND BALANCE JULY 1 (BEGINNING)	<u>4,090,723.28</u>	<u>4,090,723.28</u>		<u>2,896,792.14</u>	<u>2,896,792.14</u>	
FUND BALANCE MAY 31	<u>\$ 3,603,534.85</u>	<u>\$ 4,106,649.94</u>		<u>\$ 2,545,018.13</u>	<u>\$ 4,140,276.64</u>	

RICHARDSON INDEPENDENT SCHOOL DISTRICT
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET TO ACTUAL
 DEBT SERVICE FUND (599)

% OF YEAR COMPLETE: 92%

DESCRIPTION	May-20 Budget	May-20 Actual	Percent of Actual to Budget	May-19 Budget	May-19 Actual	Percent of Actual to Budget
REVENUES						
5711 Taxes on Current Year Levy	\$ 80,807,933.00	\$ 83,530,381.08	103%	\$ 75,398,776.00	\$ 76,578,450.36	102%
5712 Taxes for Prior Years	50,000.00	12,438.64	25%	200,000.00	100,304.58	50%
5719 Penalties, Interest and Other Tax Revenues	200,000.00	268,665.95	134%	200,000.00	270,721.84	135%
5742 Earnings from Temporary Deposits and Investments	160,000.00	405,729.64	254%	200,000.00	672,429.83	336%
5746 Tax Increment Fund	950,000.00	-	0%	950,000.00	1,253,554.47	132%
5829 State Program Revenues Distributed by TEA	<u>624,958.00</u>	<u>648,938.00</u>	104%	<u>596,738.00</u>	<u>607,263.00</u>	102%
TOTAL REVENUES	<u>82,792,891.00</u>	<u>84,866,153.31</u>		<u>77,545,514.00</u>	<u>79,482,724.08</u>	

RICHARDSON INDEPENDENT SCHOOL DISTRICT
 SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
 BUDGET TO ACTUAL
 DEBT SERVICE FUND (599)

% OF YEAR COMPLETE: 92%

DESCRIPTION	May-20 Budget	May-20 Actual	Percent of Actual to Budget	May-19 Budget	May-19 Actual	Percent of Actual to Budget
EXPENDITURES						
71 Debt Service	56,419,133.40	56,419,132.90	100%	53,376,445.00	48,702,098.43	91%
72 Interest on Long-term Debt	30,014,999.95	30,014,999.64	100%	25,534,625.04	25,534,625.02	100%
73 Bond Issuance Costs and Fees	527,935.88	425,951.62	81%	219,999.96	24,058.75	11%
97 Payment to Tax Increment Fund	950,000.00	-	0%	1,253,555.00	1,253,554.47	100%
TOTAL EXPENDITURES	<u>87,912,069.23</u>	<u>86,860,084.16</u>		<u>80,384,625.00</u>	<u>75,514,336.67</u>	
EXCESS (DEFICIENCY) REVENUES OVER (UNDER) EXPENDITURES	(5,119,178.23)	(1,993,930.85)		(2,839,111.00)	3,968,387.41	
OTHER FINANCING SOURCES (USES)						
7911 Issurance of Bonds	33,799,969.75	33,799,969.75	0%	-	-	0%
7916 Premium or Discount on Issuance of Bonds	3,564,724.15	3,564,724.15	0%	-	-	0%
8949 Other Uses	(36,958,420.80)	(36,958,420.80)	100%	-	-	0%
TOTAL OTHER FINANCING SOURCES (USES)	<u>406,273.10</u>	<u>406,273.10</u>		<u>-</u>	<u>-</u>	
NET CHANGE IN FUND BALANCE	(4,712,905.13)	(1,587,657.75)		(2,839,111.00)	3,968,387.41	
FUND BALANCE JULY 1 (BEGINNING)	<u>28,000,672.96</u>	<u>28,000,672.96</u>		<u>23,800,332.76</u>	<u>23,800,332.76</u>	
FUND BALANCE MAY 31	<u>\$ 23,287,767.83</u>	<u>\$ 26,413,015.21</u>		<u>\$ 20,961,221.76</u>	<u>\$ 27,768,720.17</u>	

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Submitted by: David Pate, CFO, Finance and Support Services

INFORMATION ITEM

TOPIC: Bond Expenditure Reports

BACKGROUND INFORMATION

The Bond Program Management Department prepares a report of the 2016 bond authorization expenditures each month. These reports are presented as part of a process to ensure community understanding and provide a degree of oversight of financial decisions regarding these monies.

SUPERINTENDENT'S RECOMMENDATION

The Superintendent presents these reports for the Board's information.

RICHARDSON INDEPENDENT SCHOOL DISTRICT
Bond Expenditures By Project Through July 20, 2020
Bond Series 2016

	Original Budget	Amended Budget	Spent and Committed	% Spent To Date	Balance	Estimate To Complete	Available or (Shortage)	Amounts Issued 2016 Bond	Changes from Prior Report 21-May-20			
									Spent and Committed	Estimate to Complete	Available or (Shortage)	
Instruction & Technology												
Athletics	9,205,140	8,645,140	6,671,073	77.2%	1,974,067	1,974,067	-	8,645,140	137,024	(137,024)	-	
Career & Technical Education	16,332,244	16,332,244	11,525,999	70.6%	4,806,245	4,806,245	-	16,332,244	(59,376)	59,376	-	
Fine Arts	7,405,580	6,866,504	5,520,741	80.4%	1,345,763	1,345,763	-	6,866,504	37,542	(37,542)	-	
Health Services	266,780	266,780	172,345	64.6%	94,435	94,435	-	266,780	-	-	-	
Innovative Instructional Space/Library Media	19,188,412	16,870,553	14,346,470	85.0%	2,524,083	2,524,083	-	16,870,553	292,568	(292,568)	-	
Instructional Technology	59,216,049	59,216,049	50,648,376	85.5%	8,567,673	8,567,673	-	59,496,049	872,954	(872,954)	-	
Junior Reserve Officer Training Corp (JROTC)	623,500	623,500	516,344	82.8%	107,156	107,156	-	623,500	(7,742)	7,742	-	
Language Arts	1,914,445	1,914,445	1,325,313	69.2%	589,132	589,132	-	1,885,068	-	-	-	
Languages Other Than English	1,185,800	1,185,800	759,260	64.0%	426,540	426,540	-	1,185,800	38,966	(38,966)	-	
Mathematics	1,151,550	1,151,550	1,007,570	87.5%	143,980	143,980	-	1,151,550	11,397	(11,397)	-	
Multipurpose Activity Centers	59,981,665	57,297,521	49,668,339	86.7%	7,629,182	7,629,182	-	57,485,376	(585,095)	585,095	-	
PACE After School Program	216,000	216,000	142,636	66.0%	73,364	73,364	-	216,000	(169)	169	-	
Physical Education & Health	489,400	454,400	266,978	58.8%	187,422	187,422	-	454,400	(2,695)	2,695	-	
Science	2,656,702	2,656,702	2,466,976	92.9%	189,726	189,726	-	2,656,702	1,964,505	(1,964,505)	-	
Social Studies	311,523	311,523	311,523	100.0%	-	-	-	340,900	(29,377)	29,377	-	
Special Education	1,438,000	1,438,000	1,115,799	77.6%	322,201	322,201	-	1,438,000	-	-	-	
Student Assistance Programs	55,875	55,875	3,802	6.8%	52,073	52,073	-	55,875	-	-	-	
Student Performance and Evaluation	410,000	410,000	320,786	78.2%	89,214	89,214	-	410,000	(848)	848	-	
Visual Arts	547,697	465,795	370,767	79.6%	95,028	95,028	-	465,795	(1,863)	1,863	-	
	<u>182,596,362</u>	<u>176,378,381</u>	<u>147,161,096</u>	<u>83.4%</u>	<u>29,217,285</u>	<u>29,217,285</u>	<u>-</u>	<u>176,846,236</u>	<u>2,667,791</u>	<u>(2,667,791)</u>	<u>-</u>	
Infrastructure and Support												
Enterprise Technology	35,565,000	35,415,000	24,964,987	70.5%	10,450,013	10,450,013	-	35,415,000	7,449	(7,449)	-	
Facilities	97,507,693	79,507,693	79,221,850	99.6%	285,843	285,843	-	75,883,152	1,420,494	1,545,872	-	
Furniture, Office Equipment, Copiers	7,534,426	7,534,426	5,070,604	67.3%	2,463,822	2,463,822	-	4,696,765	552,896	(552,896)	-	
Maintenance & Operations	1,978,281	1,978,281	1,918,903	97.0%	59,378	59,378	-	1,769,015	168,205	(168,205)	-	
Program and Project Management	1,282,044	1,282,044	904,439	70.5%	377,605	377,605	-	1,282,044	19,497	(19,497)	-	
Transportation	3,349,835	1,099,835	1,010,629	91.9%	89,206	89,206	-	1,099,835	(3,175)	3,175	-	
	<u>147,217,279</u>	<u>126,817,279</u>	<u>113,091,412</u>	<u>89%</u>	<u>13,725,867</u>	<u>13,725,867</u>	<u>-</u>	<u>120,145,811</u>	<u>2,165,366</u>	<u>801,000</u>	<u>-</u>	
Construction												
Construction	107,271,359	145,274,590	135,325,720	93.2%	9,948,870	9,948,870	-	145,744,911	(222,970)	222,970	-	
	<u>107,271,359</u>	<u>145,274,590</u>	<u>135,325,720</u>	<u>93.2%</u>	<u>9,948,870</u>	<u>9,948,870</u>	<u>-</u>	<u>145,744,911</u>	<u>(222,970)</u>	<u>222,970</u>	<u>-</u>	
TOTAL 2016 BOND	<u>437,085,000</u>	<u>448,470,250</u>	<u>395,578,227</u>	<u>88.2%</u>	<u>52,892,023</u>	<u>52,892,023</u>	<u>-</u>	<u>442,736,957</u>	<u>4,610,186</u>	<u>(1,643,820)</u>	<u>-</u>	

(1) "Estimate To Complete" includes 100% of the original project estimate for projects not yet bid and estimated cost of projects in progress.

(2) From the total bond amount, \$84M was issued on 7/21/16, \$225M was issued on 5/31/17, and \$128M was issued on 6/13/19

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Department: Financial Services

Submitted by: David Pate, Chief Financial Officer, Finance and Support Services

ACTION ITEM

TOPIC: Authorize Amendment to Lone Star Participation Agreement

BACKGROUND INFORMATION

The participation agreement with the Texas Association of School Boards' investment vehicle, Lone Star, was last approved on December 12, 1998. It is necessary to approve a resolution amending the participation agreement in order to continue to invest idle district cash in Lone Star. The individual named is currently charged with responsibility for managing District cash

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends that the District approve the attached resolution designating the named official to be authorized to sign on behalf of the District with Lone Star.

RESOLUTION

WHEREAS, the Richardson Independent School District ("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool, the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, Lone Star, a public funds investment pool, was created on behalf of entities whose investment objective are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act;

WHEREAS, the investment objectives of Lone Star investment pool support the Board's goal of demonstrating fiscal responsibility, efficiency, and effectiveness in all operations;

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Richardson Independent School District approve the resolution designating individuals, whose names and signatures appear on page 1 of this Resolution, are authorized representatives of the Participant and are hereby authorized to transmit funds for investment in Lone Star and are further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Department: Financial Services

Submitted by: David Pate, Chief Financial Officer, Finance and Support Services

ACTION ITEM

TOPIC: Authorize Amendment to TexPool Authorized Representatives

BACKGROUND INFORMATION

On August 18, 1997, the Board approved a participation agreement with the Lehman Brothers' investment vehicle, TexPool. It is necessary to approve a resolution amending the authorized representatives in order to continue to invest idle district cash in TexPool. The individuals named are currently charged with responsibility for managing district cash.

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends that the District approve the attached resolution designating the named officials to be authorized to sign on behalf of the District with TexPool.

RESOLUTION

WHEREAS, the Richardson Independent School District ("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool, the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the investment objectives of TexPool support the Board's goal of demonstrating fiscal responsibility, efficiency, and effectiveness in all operations;

WHEREAS, the Texas Local Government Investment Pool ("TexPool"), a public funds investment pool, was created on behalf of entities whose investment objective in order of priority and preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act;

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Richardson Independent School District approve the resolution designating individuals, whose names and signatures appear on page 1 and 2 of the Resolution, are authorized representatives of the Participant and are hereby authorized to transmit funds for investment in TexPool and are further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Department: Financial Services

Submitted by: David Pate, Chief Financial Officer, Finance and Support Services

ACTION ITEM

TOPIC: Authorize Amendment to TexStar Participation Agreement

BACKGROUND INFORMATION

The participation agreement with investment vehicle, TexStar, was approved on August 19, 2002. It is necessary to approve a resolution amending the participation agreement in order to continue to invest idle district cash in TexStar.

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends that the District approve the attached resolution designating the named official to be authorized to sign on behalf of the District with TexStar.

RESOLUTION

WHEREAS, the Richardson Independent School District ("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool, the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, TexStar, a public funds investment pool, was created on behalf of entities whose investment objective are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act;

WHEREAS, the investment objectives of TexStar investment pool support the Board's goal of demonstrating fiscal responsibility, efficiency, and effectiveness in all operations;

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Richardson Independent School District approve the resolution designating individuals, whose names and signatures appear on page 1 of this Resolution, are authorized representatives of the Participant and are hereby authorized to transmit funds for investment in TexStar and are further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Submitted by: David Pate, Chief Financial Officer

ACTION ITEM

TOPIC: Acceptance of Certified Estimate of Value

BACKGROUND INFORMATION:

Section 26.01(a) of the Tax Code requires the Chief Appraiser to certify the property tax appraisal roll to the school district's assessor by July 25. Section 26.01(a-1) of the Tax Code requires the Chief Appraiser to provide a "Certified Estimate of Value" if by July 20 the appraisal review board has not provided appraisal records to the central appraisal district. RISD received the Certified Estimate of Value from the Chief Appraiser on July 23 this year. The Chief Appraiser will provide the Certified Appraisal Roll on August 20, 2020.

The Texas Property Tax Code, Section 26.05(a)&(b), requires the Board to adopt its tax rate in a public meeting before the later of September 30 or the 60th day after the date the district receives the certified appraisal roll.

The Administration recommends that the Board accept the certified estimate of value. Calculations have been performed to recommend for adoption a tax rate based on the certified estimate of value and will be updated once we receive the certified appraisal roll.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends that the Board accept the 2020 Certified Estimate of Value as provided by DCAD.

PROPOSED RESOLUTION

WHEREAS, the Tax Assessor/Collector timely submitted the certified estimate of value to the Board of Trustees pursuant to § 26.01(a-1) of the Tax Code; and

WHEREAS, the Education Code, § 44.004 (c), allows the Board to accept certified estimate of value as the District's official tax roll for the purposes of preparing and adopting its tax rate and budget;

THEREFORE BE IT RESOLVED, that the Board of Trustees of the Richardson Independent School District accepts the certified estimate of value that the Dallas Central Appraisal District provided on or about July 23, 2020.



Dallas Central Appraisal District

Dallas CAD Taxing Units:

Under the new provisions of Senate Bill 2 we are providing you with your entity's "Certified Estimate of Value". **This is not the Certified Roll, but an estimate of value as of July 17, 2020.** Due to the Covid-19 pandemic, Notices of Appraised Value mailings were delayed to May 15th and May 29th. The response after these mailings was a record number of protests numbering slightly over 177,000, an increase of 20,000+ over last year. In accordance with Senate Bill 2, if the roll is not certified by July 25th, the appraisal district must provide each taxing unit with a "Certified Estimate of Value". The values you are now receiving meet the requirements of the new law. You have received a Certified Estimate of Value for those accounts whose value has been determined for 2020. The letter states the final market and taxable values of those accounts. Also shown on the letter are the DCAD market and taxable values of those accounts that were still in dispute as of July 17, 2020 and the market and taxable values as estimated by the taxpayer. In previous years we have estimated the taxpayer's value at 70% of the DCAD value. This year in light of the pandemic, the record number of protests and large number of protests still in dispute, we have estimated the taxpayer's values at 50% of the DCAD values.

You also have in your portal a full set of all reports and documents that are normally produced at certification, if you choose to use them.

Certification of the appraisal roll will take place this year on August 20, 2020. In accordance with Section 41.12, Tax Code, the DCAD Board of Directors passed a resolution allowing us to certify the 2020 appraisal roll no later than August 30, 2020 with a maximum of 10.00% of value still in dispute. The appraisal roll you will receive will meet those requirements.

We anticipate thousands of accounts will be still be in dispute as of August 20, 2020. Those will be resolved during the Fall on each month's Supplemental Appraisal Rolls.

We appreciate your patience and understanding during the unusual year we are experiencing.

If you have any questions, please feel free to contact Cheryl Jordan or myself.

Sincerely,

W. Kenneth Nolan

Executive/Director/Chief Appraiser



**DALLAS CENTRAL APPRAISAL DISTRICT
CERTIFIED ESTIMATE OF VALUE**

Year: 2020

Jurisdiction: RICHARDSON ISD

In accordance with the requirements of the Texas Property Tax Code, Chapter 26, Section 26.01, paragraph (a-1), the following values are hereby estimated:

Market Value of all Real & Business Personal Property Before Qualified Exemptions*	\$25,463,533,235
Taxable Value of all Real & Business Personal Property	\$20,610,944,779

In accordance with the requirements of the Texas Property Tax Code, Chapter 26, Section 26.01, the following values are hereby estimated as disputed values and are not included in the above totals:

	Market Value	Taxable Value
Values under protest as determined by the Appraisal District**	\$7,996,081,076	\$7,497,365,342
Values under protest as claimed by property owner or estimated by Appraisal District in event property owner's claim is upheld	\$4,032,941,869	\$3,983,944,055
Freeport Estimated Loss		\$5,122,495
Estimated Net Taxable		\$3,978,821,560

I, W. Kenneth Nolan, Executive Director/Chief Appraiser of the Dallas Central Appraisal District, do hereby estimate the aforementioned values and totals to the taxing jurisdiction indicated above, in accordance with the requirements of the laws of the State of Texas on this 27th day of July, 2020 .

Dallas Central Appraisal District

W. Kenneth Nolan
Executive Director/Chief Appraiser

*Total Value of New Construction in Certified Market Value above	\$177,968,827
**Value of Disputed New Construction in Protested Market Value Above	\$141,249,308

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Submitted by: Christopher B. Goodson, Ed.D.
Assistant Superintendent, Human Resources

ACTION ITEM

TOPIC: Teacher Appraisal Calendar

BACKGROUND INFORMATION:

Title 19 Texas Administrative Code, Chapter 150, Subchapter AA, Teacher Appraisal, §150.1003 states that each school district shall establish a calendar for the appraisal of teachers. The appraisal period for a teacher must include all the days of a teacher's contract. Observations during the appraisal period must be conducted during the required days of instruction for students during one school year. The appraisal calendar shall:

1. Exclude observations in the two weeks following the day of completion of the T-TESS orientation for teachers as described in §150.1007 (Teacher Orientation);
2. Prohibit observations on the last day of instruction before any official school holiday or on any other day deemed inappropriate by the school district Board of Trustees; and
3. Indicate a period for End-of-Year Conferences that ends no later than 15 working days before the last day of instruction for students.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends that the Board of Trustees adopt the appraisal calendar for the 2020-2021 school year.

PROPOSED RESOLUTION

WHEREAS, 19 TAC, Chapter 150, Subchapter AA, Teacher Appraisal, §150.1003 states that each school district shall establish a calendar for the appraisal of teachers; and

WHEREAS, the appraisal period for a teacher must include all of the days of a teacher's contract; and

WHEREAS, the appraisal period shall exclude the first three weeks of instruction and the two weeks after T-TESS orientation (§150.1003); and ((§150.1006)

WHEREAS, the appraisal calendar shall prohibit observations on the last day of instruction before any official school holiday or on any other day deemed inappropriate by the Board of Trustees; and

WHEREAS, the appraisal calendar shall indicate a period for End-of-Year Conferences which ends no later than 15 working days before the last day of instruction for students; and

WHEREAS, the appraisal of RISD's highly qualified, student-focused staff supports the Board's vision, values, goals, and mission;

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Richardson Independent School District approves the following appraisal calendar for the 2020-2021 school year.



RICHARDSON INDEPENDENT SCHOOL DISTRICT

2020-2021 Appraisal Calendar

*** IMPORTANT REMINDERS ***

- **All appraisers must observe the Appraisal Calendar when scheduling observations, conferences, and summative evaluations.**
- An annual refresher training and any corresponding changes will be provided **within the first three weeks** of school.
- Teacher Goal-Setting and Professional Development Plan (GSPD) is due **within six weeks** after the completion of T-TESS Orientation.
- A GSPD conference is required for a new teacher in the first year of appraisal under T-TESS and teachers new to the district.
- Observations shall not take place during the following dates/times:
 - within the two weeks following the T-TESS orientation
 - on state testing days
 - the day preceding a holiday
 - on days designated for Open House
- Any documentation that will influence an observation or summative appraisal must be shared in writing with the teacher **within ten (10) working days** of the appraiser's knowledge of the occurrence.
- Any written response or rebuttal must be submitted **within ten (10) working days** of receiving a written observation summary, a written summative annual appraisal report, or any other written documentation associated with the teacher's appraisal.
- A teacher's request for a second appraisal must be submitted in writing and received by the Human Resources Office **within ten (10) working days** of the date that the T-TESS written observation summary or written Summative Annual Appraisal Report was provided to the teacher.
- The written Summative Annual Appraisal Report must be shared with the teacher no later than ten (10) working days after the End-of-the Year Conference, but no later than **fifteen (15) working days** before the last day of instruction for students.
- The End-of-Year Conference should be scheduled no later than **fifteen (15) working days** before the last day of instruction for students.

FALL SEMESTER		
Day	Date	Significance
Friday	September 4, 2020	Day preceding a holiday – Labor Day September 7
Wednesday	September 9, 2020	Last day to conduct Appraisal Orientation (Attendees must sign in & observations may not begin until two weeks after training)
Thursday	October 8, 2020	Day preceding a student holiday - Fair Day Oct. 12
Wednesday	October 21, 2020	Last day to complete GSPD plan (for first year of appraisal under T-TESS or for teachers new to RISD, a GSPD Plan conference prior to submission of the Plan to the appraiser is required)
Monday	November 2, 2020	Day preceding a student holiday - Voting Day Nov. 3
Friday	November 20, 2020	Day preceding a holiday – Thanksgiving Break Nov. 23 - 27
Mon.-Fri.	December 8-18, 2020	Assessment Window, Grade and Content Specific *Subject to change
Friday	December 18, 2020	Day preceding a student holiday – Winter Break Dec. 21 – January 1



RICHARDSON INDEPENDENT SCHOOL DISTRICT

2019-2020 Appraisal Calendar

*** IMPORTANT REMINDERS ***

- All appraisers must observe the Appraisal Calendar when scheduling observations, conferences, and summative evaluations.
- Observations shall not take place during the following dates/times:
 - within the two weeks following the T-TESS orientation
 - on state testing days
 - the day preceding a holiday
 - on days designated for Open House
- Any documentation that will influence an observation or summative appraisal must be shared in writing with the teacher **within ten (10) working days** of the appraiser's knowledge of the occurrence.
- Any written response or rebuttal must be submitted **within ten (10) working days** of receiving a written observation summary, a written summative annual appraisal report, or any other written documentation associated with the teacher's appraisal.
- A teacher's request for a second appraisal must be submitted in writing and received by the Human Resources Office **within ten (10) working days** of the date that the T-TESS written observation summary or written Summative Annual Appraisal Report was provided to the teacher.
- The written Summative Annual Appraisal Report must be shared with the teacher no later than ten (10) working days after the End-of-the Year Conference, but no later than **fifteen (15) working days** before the last day of instruction for students.
- The End-of-Year Conference should be scheduled no later than **fifteen (15) working days** before the last day of instruction for students.

SPRING SEMESTER

Day	Date	Significance
Friday	January 15, 2021	Day preceding a holiday – MLK Jr. Holiday January 18
Friday	February 12, 2021	Day preceding a student holiday
Mon.-Fri.	Feb 22 -Apr 9, 2021	TELPAS Gr. K-12 Listening, Speaking, Reading, and Writing, if involved
Friday	March 12, 2021	Day preceding a holiday – Spring Break March 15 - 19
Tues.-Fri.	Mar 30 - May 14 2021	Assessment Window, Grade and Content Specific *Subject to change
Mon.-Fri.	May 3 – May 14, 2021	High School AP Exam Window (specific to content), if involved
Friday	May 7, 2021	LAST DAY TO PROVIDE WRITTEN SUMMATIVE ANNUAL APPRAISAL REPORT (Must be provided to the teacher within 10 working days of the EOY conference but no later than fifteen (15) working days before the last day of instruction for students.)
Friday	May 7, 2021	LAST DAY TO HOLD END-OF-YEAR CONFERENCES (no later than 15 working days before the last day of student instruction)
Friday	May 14, 2021	All evaluations are due to HR (TTESS/TPESS/OEBS Templates)
Mon.-Fri.	May 17 - 21, 2021	Secondary Semester Exam Window
Friday	May 28, 2021	LAST DAY OF INSTRUCTION

Note¹: This calendar is based on the published TEA student assessment-testing calendar. Testing dates are subject to change by TEA at any time.

Note²: Observations should not occur on days elected for testing during a testing window.

Updated 7-22-2020

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Submitted by: Christopher B. Goodson, Ed.D.
Assistant Superintendent, Human Resources

INFORMATION/ACTION ITEM

TOPIC: Administrative Appraisal Calendar

BACKGROUND INFORMATION:

Section 21.354 of the Texas Education Code requires a school district to develop appraisal instruments for school administrators (principals and assistant principals) that meet, at a minimum, guidelines established by the Commissioner of Education. The Commissioner issued rules are designed to provide school districts with flexibility in designing and implementing appraisal systems for school administrators. The regulation requires a school district to:

- Establish an annual calendar that provides for activities that involve both the administrator and the appraiser;
- Implement procedures for setting goals that define expectations and set priorities for the administrator being appraised;
- Conduct annual formative and summative conferences for each administrator being appraised; and
- Involve appropriate administrators in developing, selecting, or revising the appraisal instruments and process.

See 19 Texas Administrative Code, § 150.1022.

On June 3, 2002, the Board approved the Principal Appraisal that District staff had developed. On October 7, 2002, the Board approved an appraisal instrument for other

District administrators and selected central office professional support personnel. Both appraisals have been updated yearly to ensure coordination with current professional responsibilities and student performance measures. The Board has followed the Commissioner's appraisal process in evaluating the superintendent. Staff has developed the attached Administrative Appraisal Calendar that describes the appraisal cycle for school administrators, other District administrators, and selected central office professional support personnel.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends that the Board of Trustees adopt the appraisal calendar for school administrators (principals and assistant principals and the superintendent) for the 2020-2021 school year. Information about the appraisal cycle for other District administrators and selected central office professional support personnel is included for the Board's information.

PROPOSED RESOLUTION

WHEREAS, the Commissioner's Rules related to school administrator appraisals requires a school district to establish an annual calendar that describes the activities in the school administrator appraisal cycle (see 19 Tex. Admin. Code § 150.1022); and

WHEREAS, District staff has developed a calendar for school administrators that meets the requirements of the Commissioner's Rules, 19 Tex. Admin. Code § 150.1022; and

WHEREAS, accurate and regular performance appraisal of all staff is essential to the Board's goal that RISD will recruit, develop, and retain high-performing, student-focused teachers and diverse staff;

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Richardson Independent School District approves the attached Administrative Calendar for the appraisal of school administrators for the 2019-2020 school year.



Texas Principal Evaluation & Support System (T-PESS) APPRAISAL CALENDAR 2020 – 2021



Timeline	Activity and Description	Form / Document	Responsibility of	
			Appraiser	Administrator
No later than September 8, 2020	<p style="text-align: center;">T-PESS Orientation</p> <p>New campus administrators attend comprehensive training through Region X service center.</p> <p>Returning administrators receive annual review of evaluation system.</p> <p>TPESS review will encompass an overview of materials, process (timelines) and expectations.</p> <p><i>Note: A campus administrator who has not received initial training must schedule training through Region X by the end of September. Contact Professional Development Department.</i></p>	<ul style="list-style-type: none"> • Administrator Appraisal Calendar • T-PESS FAQs • T-PESS Documents (p.1-Forms) • Verification of Orientation 	X	
No later than September 14, 2020	<p style="text-align: center;">Self-assessment, Professional Goal Setting and Formative Document</p> <p>Campus administrators self-assess and complete the Self-assessment Form. Appraiser also pre-assesses administrators. Campus administrator submits 1-3 <u>draft</u> goals (based on identified areas on the T-PESS Rubric, Campus Improvement Plans, District Priorities, etc.) and completes the Beginning-of-the-year Goal Setting Form. Administrators also respond to questions addressed within the RISD Formative Evaluation Document.</p>	<ul style="list-style-type: none"> • Principal Self-Assessment and Appraiser Pre-Assessment (p.1- Forms) • RISD Formative Evaluation Document • Beginning-of-the year Goal Setting Form (p.47-Forms) 	X	X

Timeline	Activity and Description	Form / Document	Responsibility of	
			Appraiser	Administrator
Sept. 8 - 30, 2019	<p>Pre-evaluation/Formative Conference</p> <p>Campus administrators meet with their appraiser in a formative conference to discuss the administrator's self-assessment and to finalize goals. Finalizing goals includes identifying the appropriate performance standard associated with the goal, identifying the data, evidence, and documentation used to assess goal attainment, reviewing state and local policy related to evaluations, signing and dating appropriate forms.</p> <p>Goals should be specific, measurable, attainable, realistic, and timely.</p>	<ul style="list-style-type: none"> Principal Professional Development Plan (p.46-Forms) Beginning-of-the year Goal Setting Form (p.47-Forms) 	X	X
First Semester	Monitoring of Campus Improvement Plans and campus walkthroughs by appraisers.	<ul style="list-style-type: none"> RISD Walkthrough Form 	X	
Dec. 1, 2020 - Jan. 22, 2021	<p>Mid-year Progress Monitoring Conference</p> <p>Each campus administrator will meet with his/her appraiser to review progress on professional goals and discuss progress toward goal attainment using the principal self-assessment rubric.</p> <p>Goal action plans may be modified at this time if appropriate.</p> <p>Midyear progress form is completed.</p>	<ul style="list-style-type: none"> Principal Self-assessment Rubric (p.2-45-Forms) Mid-year Progress Form (p.48-Forms) 	X	X

Timeline	Activity and Description	Form / Document	Responsibility of	
			Appraiser	Administrator
January, 2021	Campus Improvement Plan updates are submitted to Executive Directors of Elementary & Secondary Instruction	<ul style="list-style-type: none"> Mid-year CIP Review 		X
Second Semester	Continued monitoring of Campus Improvement Plans and campus walkthroughs by appraisers.	<ul style="list-style-type: none"> RISD Walkthrough Form 	X	X
March 22 - April 23, 2021	<p>Consolidated Performance Assessment</p> <p>Campus administrators submit concise artifacts, evidence, and information to appraiser to support campus administrator's achievement of the annual performance goals. This process is not intended to be a portfolio.</p> <p>The Consolidated Performance Assessment is due to the administrator at least one week prior to the scheduled date for the End-of-Year Performance Conference.</p>	<ul style="list-style-type: none"> Artifacts, evidence, and information collected by campus administrator 		X
May 3 - May 28, 2021	<p>End-of-year Performance Conference</p> <p>Appraiser and administrator shall meet face-to-face to finalize performance ratings and to assess goal attainment. The appraiser may request additional information prior to the conference to determine the administrator's performance ratings.</p> <p>Ratings will be based on qualitative, quantitative, and anecdotal evidence identified in the pre-evaluation and mid-year conferences. If the appraiser can determine a final rating, the appraiser and campus administrator should sign the Principal Summary Rating Form and the End-of-Year Goal Attainment Form. A final Evaluation and Goal Setting Conference must be held when either the Principal Summary Rating Form or End-of-Year Goal Attainment Form cannot be completed.</p>	<ul style="list-style-type: none"> End-of-year Goal Attainment Form (p.49-Forms) Principal Record of Activities (optional) (p.58Forms) Principal Summary Rating Form (p. 51Forms) 	X	

Timeline	Activity and Description	Form / Document	Responsibility of	
			Appraiser	Administrator
May 28, 2021	<p>Appraiser returns signed final page of all TPESS documents to HR.</p> <ul style="list-style-type: none"> In alphabetical order by last name 			
June 1 - June 7, 2021	<p>Final Evaluation and Goal Setting Conference</p> <p>This conference occurs ONLY when principal summary rating form or EOY Goal Attainment form could not be completed</p> <p>If the Principal Summary Rating form could not be completed at the End-of Year Performance Conference, the appraiser will schedule a Final Evaluation and Goal Setting Conference.</p> <p>Appraiser may reconsider evaluation ratings after the End-of Year Performance Conference as appropriate to ensure all relevant performance information is considered.</p> <p>The appraiser and campus administrator will discuss additional information needed to complete the Principal Summary Rating form.</p> <p>The appraiser and campus administrator will draft new professional goals for the next school year and identify any supports that may be necessary to achieve those goals.</p> <p>All forms should be finalized and signed at this conference. The appraiser has the responsibility of determining final overall performance ratings.</p>	<ul style="list-style-type: none"> Principal Summary Rating Form (p. 51Forms) 	X	

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Submitted by: Christopher B. Goodson, Ed.D.
Assistant Superintendent, Human Resources

ACTION ITEM

TOPIC: Military Leave Compensation

BACKGROUND INFORMATION:

The September 11, 2001 attacks on the United States and subsequent military actions around the world, including the war in Iraq, continue to affect our community in a variety of ways. Richardson ISD employees who are members of the state military forces or reserve components of the United States Armed Forces remain on alert to be called to active military service. State and federal law provides certain job protection for employees called to military duty, but lengthy periods of service to our country often place undue financial hardships on the reservists and their families.

District policy currently provides only for the job protections required by state and federal law. Employees called to active duty will continue to receive their regular salaries and benefits, without reduction, for a period of 15 days. Each year since the 2002-2003 school year, the Board authorized the District to implement steps to assist employees during this period of active duty in a time of national crisis. The Board approved the following for those school years:

- 1) Allow employees to use all accrued paid personal and vacation leave to offset unpaid leave after the first 15 days.
- 2) After all accrued paid personal and vacation leave is exhausted, authorize the District to pay these employees an amount equal to the difference between their military earnings and their compensation rate with the District.
- 3) Allow the employee to continue group insurance coverage at the same level and coverage rate he or she paid prior to leave.

In 2003, the Texas Legislature added a provision to the Education Code to make clear that employees on military leave could use available state personal or sick leave and specifically authorized a district to adopt a policy providing for a paid leave of absence for employees on leave for active military duty. *See Texas Education Code, Section 22.003.* Staff recommends that the Board continue to authorize the District to provide for supplemental compensation for employees called to military duty during the 2020-2021 school year.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends that the Board of Trustees authorize the District to provide the supplemental compensation to eligible employees who are called to active military duty and/or training that results in their need for a leave of absence during the 2020-2021 school year.

PROPOSED RESOLUTION

WHEREAS, RISD recognizes that the United States of America is engaged in a significant military effort to eradicate terrorism and that this military effort is essential to preserve the national security, ensure freedom, and maintain world order; and

WHEREAS, the President of the United States has asked citizens of this country for their support in this global struggle; and

WHEREAS, the 78th Texas Legislature amended the Education Code to specifically authorize a Board of Trustees to authorize a policy to provide for supplemental compensation for employees called to military duty; and

WHEREAS, certain employees of Richardson ISD are members of the state military forces, National Guard, or various branches of the uniformed services who have been and/or may be called to serve on active duty or training in connection with this military effort; and

WHEREAS, the Board of Trustees of the Richardson ISD recognizes that compensation paid to employees of the District while on active military service may not be sufficient to support their families and homes; and

WHEREAS, the Board of Trustees of the Richardson ISD finds that assisting employees who are called to defend our country and our welfare constitutes an important public purpose and also helps ensure that these individuals will return to District employment after their period of service, which supports the Board's goal to recruit and maintain high-performing, student-focused teachers and will serve the best interests of the District;

THEREFORE BE IT RESOLVED that the Board authorizes the District to compensate District employees who are members of the reserve corps of the uniformed services of the United States, the National Guard, or state military forces, and who are ordered to active military duty or training that requires a leave of absence, and who agree to return to District service after such duty in the manner required by applicable law, as specified below:

- i) The employee shall be eligible for paid leave in an amount equivalent to his or her regular base gross salary for the first 15 days of military leave;
- ii) Thereafter, the employee may use all accrued paid personal and vacation leave to offset unpaid military leave;
- iii) After accrued paid personal and vacation leave is exhausted, the employee shall be paid an amount equal to the difference between his or her military earnings and base RISD salary (excluding extra duty supplements, special allowances, etc.); and
- iv) The employee may elect to continue his or her insurance benefits for the period allowed by law at the coverage level and rate he or she would have continued to pay as an active employee; and

BE IT FURTHER RESOLVED that such compensation shall continue until the date on which such an employee returns from service and resumes duties in this District, in accordance with applicable law, or at the end of the 2020-2021 school year, whichever comes first.

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Submitted By: Dr. Chris Goodson, Assistant Superintendent – Human Resources

ACTION ITEM

TOPIC: Consider Temporary Authorization for Employee-Requested Unpaid Furlough

BACKGROUND INFORMATION:

Board Policy DEC (Local) describes the various categories of leave that RISD offers to its employees, either in compliance with state or federal law, or local practice. There currently is no category of Board-authorized leave available for employees who seek time off unrelated to a personal or family illness or other medical condition. As RISD develops its plans to reopen schools in the midst of the COVID-19 pandemic health crisis, many teachers have expressed concerns about returning to in-person instruction, even in light of all of the safety plans and precautions RISD has and will implement for the 2020 – 2021 school year. Employees cite their own personal health concerns and those of family members as making it extremely difficult to commit to returning to in-person instruction this school year. Those employees also have reiterated their commitment to RISD and a desire to continue employment.

In an effort to respond to employee needs during this difficult time while still meeting the business needs of the District, the Administration proposes that the Board of Trustees authorize a temporary leave category that would allow a teacher, counselor, nurse, or librarian to request an unpaid furlough during the 2020 – 2021 school year. The individual would remain employed in an unpaid status during the furlough. An employee may not use accrued state or local paid leave to offset an unpaid furlough. The proposed furlough option is for one school year only and an employee who requests a furlough may not return to active employment during the school year. When the employee returns to work next school year, he or she will be placed in a position for which he or she is qualified, but is not guaranteed a return to the same location or position previously held.

Since this proposal is only for a temporary period, the Administration has not recommended a change to DEC (Local) and would rely on the Board’s resolution to authorize the furlough proposal if approved. The Superintendent will develop guidelines to administer the furlough option.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends that the Board of Trustees authorize the Administration to allow teachers, counselors, nurses, and librarians to take a voluntary, unpaid furlough during the 2020 – 2021 school year.

PROPOSED RESOLUTION

WHEREAS, the COVID-19 pandemic health crisis has created unprecedented conditions for public schools as they plan to reopen for the 2020 – 2021 school year; and

WHEREAS, the Administration has developed a comprehensive plan to manage the reopening of schools that considers the health and safety of all students and employees, yet also recognizes that each parent and employee must make personal decisions about returning to in-person school and work; and

WHEREAS, RISD desires to be responsive to employee concerns and the Administration proposed a temporary, voluntary, unpaid, furlough option for teachers, nurses, counselors, and librarians who may not be able to return to in-person instruction for the 2020 – 2021 school year; and

WHEREAS, developing innovative plans to retain qualified instructional staff during the COVID-19 pandemic health crisis supports all of the Board’s Strategies;

THEREFORE BE IT RESOLVED that the Board of Trustees authorizes the Administration to implement a temporary, voluntary, unpaid furlough option for certified teachers, counselors, librarians, and nurses for the 2020 – 2021 school year and further directs the Superintendent to develop administrative guidelines to implement the temporary unpaid furlough option.

PASSED and APPROVED on this 10th day of August, 2020.

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020
Department: Administration
Submitted by: Tabitha Branum, Deputy Superintendent

ACTION ITEM

TOPIC: Renewal of Staff Development Waiver

BACKGROUND INFORMATION:

Pursuant to Texas Education Code (TEC) §25.081 this waiver allows the district or charter school to train staff on various educational strategies designed to improve student performance in lieu of a maximum of:

- 2,100 minutes of student instruction for districts and charter schools that provide operational and instructional minutes; or
- 5 days of student instruction for charter schools that provide 180 days of operation

RISD provides 6 professional development days before school begins and 7 professional development days built into the school calendar. These professional development days meet the requirements as defined in Texas Education Code (TEC) §25.081. Therefore, we request Board of Trustees approval to submit the Staff Development Waiver for the 20-21 school year.

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends that the Board of Trustees authorizes the District to seek a waiver to provide a maximum of 2100 minutes of student instruction that can be used for meaningful professional development for the 2019-2020 school year.

PROPOSED RESOLUTION

WHEREAS, Section §25.081 allows the district or charter school to train staff on various educational strategies designed to improve student performance in lieu of a maximum of:

WHEREAS, RISD received waivers from the Commissioner since 2018, which allow the District to provide 2100 minutes of professional development to support student achievement

WHEREAS, RISD can provide the quality staff resources and instructional programs needed to support the professional development day

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Richardson Independent School District authorizes the District to seek a one-year waiver pursuant to section 25.081 of the Texas Education Code to provide 2100 minutes of professional development to support student achievement.

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Division: Teaching and Learning

Submitted by: Kristin Byno, Assistant Superintendent

ACTION ITEM

TOPIC: Identification of Exempt Courses for UIL No Pass/No Play

BACKGROUND INFORMATION:

Section 33.081(c) of the Texas Education Code, requires a school district to suspend from participation in any extracurricular activity or a competition sponsored by the University Interscholastic League for the subsequent three- weeks' grading period those students who receive a grade lower than the equivalent of a 70 on a 100 point scale (the "No Pass/No Play" Rule). The statute further provides that the No Pass/No Play Rule does not apply to an:

"advanced placement or international baccalaureate course, or to an honors or dual credit course in the subject areas of English language arts, mathematics, science, social studies, economics, or a language other than English."

The attached list reflects all of the RISD classes that may be exempted from the No Pass/No Play Rule for which the Administration seeks the board's approval to treat as exempt.

SUPERINTENDENT'S RECOMMENDATION

The Superintendent recommends that the Board approve the recommended list of exempt courses for purposes of the No Pass, No Play Rule as attached hereto.

PROPOSED RESOLUTION

WHEREAS, the No Pass/No Play Rule, set out in Section 33.801 of the Texas Education Code, requires a school district to suspend from participation in any extracurricular activity or a competition sponsored by the University Interscholastic League those students who receive a grade lower than the equivalent of a 70 on a 100 point scale and such suspension extends through the subsequent three-weeks' grading period; and

WHEREAS, the Texas Education Code further provides that grades received in courses identified as "advanced placement or international baccalaureate course, or to an honors or dual credit course in the subject areas of English language arts, mathematics, science, social studies, economics, or a language other than English," are exempt for purposes of the No Pass, No Play Rule; and

WHEREAS, the Administration has identified a list of courses offered to RISD students that qualify as exempt for purposes of the No Pass, No Play Rule and has recommended that the Board approve the list of identified exempt courses for the 2019-2020 school year;

THEREFORE BE IT RESOLVED, that the Board of Trustees of the Richardson Independent School District approves the list of courses attached hereto to be exempt from the No Pass, No Play rule for the 2020-2021 school year.

Richardson Independent School District

2020-2021 List of Courses Exempt from the No Pass – No Play Rules

Advanced Placement and International Baccalaureate (In All Disciplines)	Honors/Pre-Adv. Placement and OnRamps (ELA, Math, Sci., Soc. Studies, Economics, LOTE)	Dual Credit with Partner Schools (ELA, Math, Sci., Soc. Studies, Economics, and LOTE)
AP English 3 AP English 4 AP Seminar (Capstone) AP Research (Capstone)	Language Arts 7 Pre-AP Language Arts 8 Pre-AP English 1 Pre-AP English 2 Pre-AP OnRamps Research and Writing (English IV)	English 1301 English 1302 English 2332 English 2333
AP Statistics AP Calculus AB AP Calculus BC AP Computer Science A AP Computer Science Principles	PreCalculus PreCalculus - Pre-AP Math 7 Pre-AP Math 8 Pre-AP (Algebra 1) Algebra 1 Pre-AP Algebra 2 Pre-AP Geometry Pre-AP OnRamps College Algebra 2 OnRamps Discovery PreCalculus OnRamps Statistics OnRamps Thriving in Digital World (Computer Science)	Math 1314 Math 1316 Math 2412
AP Biology AP Chemistry AP Physics 1 AP Physics 2 AP Physics C AP Environmental Science	Science 7 Pre-AP Science 8 Pre-AP Biology Pre-AP Chemistry Pre-AP Physics Pre-AP Anatomy & Physiology (Honors) OnRamps Biology OnRamps Chemistry OnRamps Introduction to Geoscience (Earth and Space Science) OnRamps Mechanics, Heat and Sound (Physics)	Physics 1405 Physics 1407
AP Human Geography AP World History Studies AP U.S. History AP U.S. Government & Politics AP Macroeconomics AP European History AP Psychology	Social Studies 7 Pre-AP Social Studies 8 Pre-AP OnRamps US History	US History 1301 US History 1302 Government 2305 Economics 2301 Psychology 2301 Sociology 1301

Advanced Placement and International Baccalaureate (In All Disciplines)	Honors/Pre-Adv. Placement and OnRamps (ELA, Math, Sci., Soc. Studies, Economics, LOTE)	Dual Credit with Partner Schools (ELA, Math, Sci., Soc. Studies, Economics, and LOTE)
AP Spanish Language – 8th AP Spanish Language AP Spanish Literature AP French Language AP Japanese Language and Culture AP Latin - Vergil	Spanish 3 Pre-AP (7-8) Spanish 2 and 3 – Pre-AP (9-12) Spanish 4 Spanish, French, German and Japanese – Language Enrichment (Honors) French 2 and 3 – Pre-AP Japanese 2 and 3 – Pre-AP Latin 2 and 3 – Pre-AP	Spanish 1411, 1412 Spanish 2311, 2312 French 1411, 1412 French 2311, 2312 Japanese 1411, 1412 Japanese 2311, 2312 German 1411, 1412 German 2311, 2312 Chinese 1411, 1412 Chinese 2311, 2312 American Sign Language 1301, 1302 American Sign Language 2301, 2302
AP Art Drawing AP Art History AP Two-Dimensional Design Portfolio AP Three Dimensional Design Portfolio AP Music Theory		

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Division: Teaching and Learning

Submitted by: Kristin Byno, Assistant Superintendent of Teaching and Learning
Elizabeth Swaner, Executive Director of Advanced Learning Services

ACTION ITEM

Topic: Interlocal Agreements With Dallas College for Dual Credit

Background Information:

For many years, the District has collaborated with the Dallas County Community College District, now called Dallas College, to offer dual credit courses to high school students. The course offerings are not included in the state accountability system. Under this program, eligible students can obtain both high school graduation and college credit for certain courses. The classes are taught at the high school campuses and/or at a Dallas College. Course offerings originally were limited to Richland College, but in recent years, other Dallas College campuses also have partnered to offer courses. College faculty members teach some of the courses and some are taught by RISD teachers who meet the college faculty qualifications. Dallas College believes it will have funding for the coming year that will allow it to waive college tuition for RISD students who are enrolled in the dual credit courses at the District's high schools.

Dual credit programs offer eligible students the opportunity to gradually become more familiar with the rigors of college courses while still in high school. The no-tuition basis makes college courses available to students who might not otherwise be able to afford enrollment. Participation in the courses has been excellent and enrollment has steadily increased each year the program has been offered. The parties also have worked to add additional course offerings each year. Dallas College and RISD are working collaboratively to draft an agreement concerning the Dual Credit offerings that describes the specifics of the programs in detail. A list of course offerings is being finalized. The list also may be changed during the year based on availability or changes in applicable law.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends that the Board of Trustees authorize the District to continue to participate in the Dual Credit Program with Dallas College and authorize the Superintendent or

designee to take actions necessary to implement the program, including finalizing and executing a written agreement with Dallas College.

PROPOSED RESOLUTION

WHEREAS, RISD has worked cooperatively with the Dallas College to offer enhanced educational opportunities to the District's students, including the opportunity to enroll in dual credit courses and earn college credit through Dallas Colleges; and

WHEREAS, RISD students will benefit from the opportunity to continue to enroll in dual credit courses in both regular academic and advanced placement courses; and

WHEREAS, cooperative arrangements designed to increase students' opportunities for admission to institutions of higher learning support the Board's strategy to ensure that we have engaging programs and learning opportunities to meet all of our students and the strategic objective that all students will maximize their intellect and skills to create their own futures.

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Richardson Independent School District authorizes the District to continue to participate in the Dual Credit Program with Dallas College and further authorizes the Superintendent or designee to execute such documents and take such actions as necessary to continue the cooperative arrangement between RISD and Dallas College for the Dual Credit Program for the 2020-2021 academic year.

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020
Department: Teaching and Learning
Submitted by: Kristin Byno, Assistant Superintendent of Teaching and Learning
Elizabeth Swaner, Executive Director of Advanced Learning Services

ACTION ITEM

TOPIC: Interlocal Agreement with Dallas College for Early College High School Programs

BACKGROUND INFORMATION:

For many years, the District has collaborated with the Dallas County Community College District, now Dallas College, to offer dual credit courses to high school students. More recently, the parties broadened their partnership to provide opportunities for eligible high school students at Lake Highlands High School and J.J. Pearce High School to enroll in state approved college courses and receive course credit from both the college and high school through the Pathways in Technology Early College High School (PTECH) program, an early college high school program. Students have the opportunity to earn college credit while completing high school requirements and earn an associate degree or at least 60 semester credit hours toward a baccalaureate degree. The district also collaborated with El Centro College within the Dallas College System to provide an early college high school program to students participating in the Health Science Industry Cluster Innovative Academy program that is located in the space provided to RISD at the Methodist Richardson campus. The parties wish to continue to offer these programs and have worked to develop interlocal agreements to document the relationship.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends that the Board of Trustees authorize the District to continue its partnership with the Dallas College System to offer early college programs at Lake Highlands High School, J.J. Pearce High School, and the Health Science Industry Cluster Innovative Academy and authorize the Superintendent or designee to take actions necessary to implement the program, including finalizing and executing written agreements with Dallas College for these programs.

PROPOSED RESOLUTION

WHEREAS, RISD has worked cooperatively with the Dallas County Community College District, now called Dallas College, to offer enhanced educational opportunities to the District's students, including the opportunity to enroll in dual credit courses and other early college high school programs to earn college credit; and

WHEREAS, RISD desires to continue this partnership to offer early college high school programs for eligible students at Lake Highlands High School, J.J. Pearce High School, and the Health Science Industry Cluster Innovative Academy; and

WHEREAS, RISD students will benefit from the opportunity to continue to enroll in dual credit courses and have the opportunity to earn an associate degree or at least 60 hours toward a baccalaureate degree; and

WHEREAS, cooperative arrangements designed to increase students' opportunities for admission to institutions of higher learning support the Board's strategy to ensure that we have engaging programs and learning opportunities to meet all of our students and the strategic objective that all students will maximize their intellect and skills to create their own futures;

THEREFORE, BE IT RESOLVED that the Board of Trustees of the Richardson Independent School District authorizes the District to continue to partner with Dallas College to implement Early College High School programs at Lake Highlands High School, J.J. Pearce High School, and the Health Science Industry Cluster Innovative Academy and further authorizes the Superintendent or designee to work to finalize necessary agreements and execute such documents and take such actions as necessary continue these programs for the 2020-2021 academic year.

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Department: General Counsel

Submitted by: Mia M. Martin

INFORMATION/ACTION ITEM

TOPICS: TASB Localized Policy Manual

- Review Updated Local Policies DIA (Local) and FFH (Local)
- Review Legal Framework – DIA (Legal) and FFH (Legal)

BACKGROUND INFORMATION:

The Department of Education issued updated regulations under Title IX addressing complaints of sexual harassment. The regulations currently are scheduled to become effective on August 14. To ensure the District's policies accurately reflect the revised regulations, it is necessary to replace the legal framework set out in DIA (Legal): Employee Welfare – Freedom from Discrimination, Harassment, and Retaliation, and FFH (Legal): Student Welfare – Freedom from Discrimination, Harassment, and Retaliation. It also is necessary to revise the corresponding local policies (DIA (Local)) and FFH (Local)) to reflect local implementation of the revised regulations. To have these policies in place for the beginning of school, the Administration asks that the Board adopt the revised local policies on this first reading.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends that the Board approve the proposed revisions to the above-referenced local policies. Legal framework policies are presented for the Board's review.

PROPOSED RESOLUTION

WHEREAS, the Board of Trustees regularly reviews and updates its policies to ensure they conform to applicable law, best practices, and the Board's mission, beliefs, and strategic objectives; and

WHEREAS, the Board has reviewed updated legal framework policies and proposed revisions to local policies as presented by staff, and finds that the proposed revisions are appropriate and necessary to ensure that the District's policies conform to applicable law, best practices, and the Board's mission, beliefs, and strategic objectives;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Richardson Independent School District adopts and approves the proposed revisions, and additions to the following local policies:

Revise the following existing policies: DIA (Local) Employee Welfare: Freedom from Discrimination, Harassment, and Retaliation; and FFH (Local) Student Welfare: Freedom from Discrimination, Harassment, and Retaliation.

Note: This policy addresses the prohibition against harassment of employees. For legally referenced material relating to employee discrimination and retaliation, see DAA(LEGAL).

For provisions related to harassment of students, including the district's response to sexual harassment as defined by Title IX, see FFH.

**Criminal Offense—
Official Oppression**

A public servant acting under color of the public servant's office or employment commits an offense if the public servant intentionally subjects another to sexual harassment.

A public servant acts under color of the public servant's office or employment if the person acts or purports to act in an official capacity or takes advantage of such actual or purported capacity.

"Sexual harassment" means unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature, submission to which is made a term or condition of a person's exercise or enjoyment of any right, privilege, power, or immunity, either explicitly or implicitly.

Penal Code 39.03(a)(3), (b), (c)

**Harassment of
Employees
Prohibited**

Harassment on the basis of a protected characteristic is a violation of the federal anti-discrimination laws. A district has an affirmative duty, under Title VII, to maintain a working environment free of harassment on the basis of sex, race, color, religion, and national origin. *42 U.S.C. 2000e, et seq.; 29 C.F.R. 1606.8(a), 1604.11*

Harassment violates Title VII if it is sufficiently severe and pervasive to alter the conditions of employment. *Pennsylvania State Police v. Suders, 542 U.S. 129 (2004)*

Title VII does not prohibit all verbal and physical harassment in the workplace. For example, harassment between men and women is not automatically unlawful sexual harassment merely because the words used have sexual content or connotations. *Oncale v. Sun-downer Offshore Services, Inc., 523 U.S. 75 (1998)*

Firing an employee on the basis of homosexuality or transgender status violates Title VII's prohibition against sex discrimination in employment. *Bostock v. Clayton County, Georgia, 17-1618, 2020 WL 3146686, (U.S. June 15, 2020)*

Hostile Environment

Verbal or physical conduct based on a person's sex, race, color, religion, or national origin constitutes unlawful harassment when the conduct:

EMPLOYEE WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

DIA
(LEGAL)

1. Has the purpose or effect of creating an intimidating, hostile, or offensive working environment;
2. Has the purpose or effect of unreasonably interfering with an individual's work performance; or
3. Otherwise adversely affects an individual's employment opportunities.

Pennsylvania State Police v. Suders, 542 U.S. 129 (2004); *Nat'l Railroad Passenger Corp. v. Morgan*, 536 U.S. 101 (2002); *Meritor Savings Bank v. Vinson*, 477 U.S. 57 (1986); 29 C.F.R. 1604.11, 1606.8

Quid Pro Quo

Conduct of a sexual nature also constitutes harassment when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; or
2. Submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting the individual.

29 C.F.R. 1604.11(a)

Same-Sex Sexual
Harassment

Same-sex sexual harassment constitutes sexual harassment.
Oncale v. Sundowner Offshore Services, Inc., 523 U.S. 75 (1998)

Harassment Policy

A district should take all steps necessary to prevent sexual harassment from occurring, such as affirmatively raising the subject, expressing strong disapproval, developing appropriate penalties, informing employees of their right to raise and how to raise the issue of harassment under Title VII, and developing methods to sensitize all concerned. 29 C.F.R. 1604.11(f)

Corrective Action

A district is responsible for acts of unlawful harassment by fellow employees and by nonemployees if the district, its agents, or its supervisory employees knew or should have known of the conduct, unless the district takes immediate and appropriate corrective action. 29 C.F.R. 1604.11(d), (e), 1606.8(d), (e)

When no tangible employment action is taken, a district may raise the following affirmative defense:

1. That the district exercised reasonable care to prevent and promptly correct any harassing behavior; and
2. That the employee unreasonably failed to take advantage of any preventive or corrective opportunities provided by the employer or to avoid harm otherwise.

Burlington Industries, Inc. v. Ellerth, 524 U.S. 742 (1998); *Faragher v. City of Boca Raton*, 524 U.S. 775 (1998)

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EMPLOYEE WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

DIA
(LEGAL)

**Harassment of
Unpaid Interns**

A district commits an unlawful employment practice if sexual harassment of an unpaid intern occurs and the district or its agents or supervisors know or should have known that the conduct constituting sexual harassment was occurring, and fail to take immediate and appropriate corrective action. *Labor Code 21.1065*

Note: This policy addresses discrimination, harassment, and retaliation against District employees. For Title IX and other provisions regarding discrimination, harassment, and retaliation against students, see FFH. For reporting requirements related to child abuse and neglect, see FFG.

Definitions

Solely for purposes of this policy, the term “employee” includes former employees, applicants for employment, and unpaid interns.

Statement of Nondiscrimination

The District prohibits discrimination, including harassment, against any employee on the basis of race, color, religion, sex, national origin, age, disability, or any other basis prohibited by law. Retaliation against anyone involved in the complaint process is a violation of District policy and is prohibited.

Discrimination

Discrimination against an employee is defined as conduct directed at an employee on the basis of race, color, religion, sex, national origin, age, disability, or any other basis prohibited by law, that adversely affects the employee’s employment.

In accordance with law, discrimination on the basis of sex includes discrimination on the basis of biological sex, gender identity, sexual orientation, gender stereotypes, or any other prohibited basis related to sex.

Prohibited Conduct

In this policy, the term “prohibited conduct” includes discrimination, harassment, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.

Prohibited conduct also includes sexual harassment as defined by Title IX. [See FFH(LEGAL)]

Prohibited Harassment

Prohibited harassment of an employee is defined as physical, verbal, or nonverbal conduct based on an employee’s race, color, religion, sex, national origin, age, disability, or any other basis prohibited by law, when the conduct is so severe, persistent, or pervasive that the conduct:

1. Has the purpose or effect of unreasonably interfering with the employee’s work performance;
2. Creates an intimidating, threatening, hostile, or offensive work environment; or
3. Otherwise adversely affects the employee’s performance, environment, or employment opportunities.

Examples

Examples of prohibited harassment may include offensive or derogatory language directed at another person’s religious beliefs or

practices, accent, skin color, gender identity, or need for workplace accommodation; threatening or intimidating conduct; offensive jokes, name calling, slurs, or rumors; cyberharassment; physical aggression or assault; display of graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

Sex-Based Harassment

As required by law, the District shall follow the procedures below at Response to Sexual Harassment—Title IX upon a report of sex-based harassment, including sexual harassment, when such allegations, if proved, would meet the definition of sexual harassment under Title IX. [See FFH(LEGAL)]

Sexual Harassment

Sexual harassment is a form of sex discrimination defined as unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. Submission to the conduct is either explicitly or implicitly a condition of an employee's employment, or when submission to or rejection of the conduct is the basis for an employment action affecting the employee; or
2. The conduct is so severe, persistent, or pervasive that it has the purpose or effect of unreasonably interfering with the employee's work performance or creates an intimidating, threatening, hostile, or offensive work environment.

Examples

Examples of sexual harassment may include sexual advances; touching intimate body parts; coercing or forcing a sexual act on another; jokes or conversations of a sexual nature; and other sexually motivated conduct, contact, or communication, including electronic communication.

Reporting Procedures

Any employee who believes that he or she has experienced prohibited conduct or believes that another employee has experienced prohibited conduct should immediately report the alleged acts. The employee may report the alleged acts to his or her supervisor or campus principal.

Alternatively, the employee may report the alleged acts to one of the District officials below.

Definition of District Officials

For the purposes of this policy, District officials are the Title IX coordinator, the ADA/Section 504 coordinator, the Superintendent, and the Deputy Superintendent.

*Title IX
Coordinator*

Reports of discrimination based on sex, including sexual harassment, may be directed to the designated Title IX coordinator. [See DIA(EXHIBIT)]

EMPLOYEE WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

DIA
(LOCAL)

<i>ADA / Section 504 Coordinator</i>	Reports of discrimination based on disability may be directed to the designated ADA/Section 504 coordinator. [See DIA(EXHIBIT)]
<i>Superintendent</i>	The Superintendent and/or Deputy Superintendent shall serve as coordinator for purposes of District compliance with all other non-discrimination laws.
Alternative Reporting Procedures	<p>An employee shall not be required to report prohibited conduct to the person alleged to have committed the conduct. Reports concerning prohibited conduct, including reports against the Title IX coordinator or ADA/Section 504 coordinator, may be directed to the Superintendent.</p> <p>A report against the Superintendent may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.</p>
Timely Reporting	To ensure the District's prompt investigation, reports of prohibited conduct shall be made as soon as possible after the alleged act or knowledge of the alleged act.
Notice of Report	Any District supervisor who receives a report of prohibited conduct shall immediately notify the appropriate District official listed above and take any other steps required by this policy.
Investigation of Reports	The District may request, but shall not require, a written report. If a report is made orally, the District official shall reduce the report to written form.
<i>Initial Assessment</i>	Upon receipt or notice of a report, the District official shall determine whether the allegations, if proved, would constitute prohibited conduct as defined by this policy. If so, the District shall immediately authorize or undertake an investigation, regardless of whether a criminal or regulatory investigation regarding the same or similar allegations is pending. When the District receives notice or an allegation of conduct that, if proven, would meet the definition of sexual harassment under Title IX, the Title IX Coordinator shall promptly determine whether the Title IX Formal Complaint Process (see FFH (Local)) is required.
<i>Interim Action</i>	If appropriate, the District shall promptly take interim action calculated to prevent prohibited conduct during the course of an investigation.
<i>District Investigation</i>	The investigation may be conducted by the District official or a designee, such as the campus principal, or by a third party designated by the District, such as an attorney. When appropriate, the principal or supervisor shall be involved in or informed of the investigation. The investigator shall conduct a thorough and reasonable investigation based upon the report or complaint.

	<p>The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations.</p>
<p>Concluding the Investigation</p>	<p>Absent extenuating circumstances, the investigation should be completed within ten District business days from the date of the report; however, the investigator shall take additional time if necessary to complete a thorough investigation.</p> <p>The investigator shall prepare a written report of the investigation. The report shall be filed with the District official overseeing the investigation.</p>
<p>District Action</p>	<p>If the results of an investigation indicate that prohibited conduct occurred, the District shall promptly respond by taking appropriate disciplinary or corrective action reasonably calculated to address the conduct.</p> <p>The District may take action based on the results of an investigation, even if the conduct did not rise to the level of prohibited or unlawful conduct.</p>
<p>Confidentiality</p>	<p>To the greatest extent possible, the District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.</p>
<p>Appeal</p>	<p>A complainant who is dissatisfied with the outcome of the investigation may appeal through DGBA(LOCAL), beginning at the appropriate level.</p> <p>The complainant may have a right to file a complaint with appropriate state or federal agencies.</p>
<p>Retaliation</p>	<p>3. Superintendent.</p> <p>The District prohibits retaliation against an employee who makes a claim alleging to have experienced discrimination or harassment, or another employee who, in good faith, makes a report of harassment or discrimination, files a complaint of harassment or discrimination, serves as a witness, or otherwise participates or refuses to participate in an investigation.</p>
<p>Examples</p>	<p>Examples of retaliation may include termination, refusal to hire, demotion, and denial of promotion. Retaliation may also include threats, intimidation, coercion, unjustified negative evaluations, unjustified negative references, or increased surveillance.</p>

EMPLOYEE WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

DIA
(LOCAL)

False Claim

An employee who intentionally makes a false claim or offers false statements in a District investigation shall be subject to appropriate disciplinary action.

Records Retention

The District shall retain copies of allegations, investigation reports, and related records regarding any prohibited conduct in accordance with the District's records control schedules, but for no less than the minimum amount of time required by law. [See CPC]

[For Title IX recordkeeping and retention provisions, see FFH(LEGAL) and the District's Title IX formal complaint process.]

Access to Policy and Procedures

Information regarding this policy and any accompanying procedures shall be distributed annually to District employees. Copies of the policy and procedures shall be posted on the District's website, to the extent practicable, and readily available at each campus and the District's administrative offices.

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Note: The following legal provisions address dating violence and sexual harassment. For legal provisions addressing discrimination on the basis of disability, sex, and other protected characteristics, see FB.

Dating Violence

A district shall adopt and implement a dating violence policy to be included in the district improvement plan.

A dating violence policy must:

1. Include a definition of dating violence that includes the intentional use of physical, sexual, verbal, or emotional abuse by a person to harm, threaten, intimidate, or control another person in a dating relationship, as defined by Family Code 71.0021; and
2. Address safety planning, enforcement of protective orders, school-based alternatives to protective orders, training for teachers and administrators, counseling for affected students, and awareness education for students and parents.

Education Code 37.083, .0831 [See BQ]

Note: References to Title IX, part, or subpart in the following legal provisions refer to Title IX and its corresponding regulations.

Sexual Harassment

A district may develop and implement a sexual harassment policy to be included in the district improvement plan. *Education Code 37.083 [See BQ]*

Sexual abuse of a student by an employee, when there is a connection between the physical sexual activity and the employee's duties and obligations as a district employee, violates a student's constitutional right to bodily integrity. Sexual abuse may include fondling, sexual assault, or sexual intercourse. *U.S. Const. Amend. 14; Doe v. Taylor Indep. Sch. Dist., 15 F.3d 443 (5th Cir. 1994)*

A district's treatment of a complainant or a respondent in response to a formal complaint of sexual harassment may constitute discrimination on the basis of sex under Title IX. *34 C.F.R. 106.45; 20 U.S.C. 1681 [See also FB regarding Title IX]*

Designation of
Title IX Coordinator

A district must designate and authorize at least one employee to coordinate its efforts to comply with its responsibilities under Title IX, which employee must be referred to as the "Title IX Coordinator."

STUDENT WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

FFH
(LEGAL)

Parties Entitled to Notice The district must notify applicants for admission and employment, students, parents or legal guardians, employees, and all professional organizations holding professional agreements with the district ("Parties Entitled to Notice") of the name or title, office address, electronic mail address, and telephone number of the employee or employees designated as the Title IX Coordinator.

34 C.F.R. 106.8(a)

Reporting Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report. Such a report may be made at any time (including during nonbusiness hours) by using the telephone number or electronic mail address, or by mail to the office address, listed for the Title IX Coordinator.

Notification of Policy A district must notify the Parties Entitled to Notice, above, that the district does not discriminate on the basis of sex in the education program or activity that it operates, and that it is required by Title IX not to discriminate in such a manner. The notification must state that the requirement not to discriminate in the education program or activity extends to admission and employment, and that inquiries about the application of Title IX to such district may be referred to the district's Title IX Coordinator, to the assistant secretary for civil rights of the Department of Education, or both.

34 C.F.R. 106.2(d), .8(b)(1)

Publication Requirements A district must prominently display the contact information required to be listed for the Title IX Coordinator and the nondiscrimination policy described at Notification of Policy, above, on its website, if any, and in each handbook that it makes available to the Parties Entitled to Notice, above.

A district must not use or distribute a publication stating that the district treats applicants, students, or employees differently on the basis of sex except as such treatment is permitted by Title IX.

34 C.F.R. 106.8(b)(2)

Note: To distinguish the process described below from the District's general grievance policies [see DGBA, FNG, and GF], this policy refers to the grievance process required by Title IX regulations for responding to formal complaints of sexual harassment as the District's "Title IX formal complaint process."

Complaint
Procedures

A district must adopt and publish procedures that provide for the prompt and equitable resolution of student and employee complaints alleging any action that would be prohibited by Title IX and a Title IX formal complaint process that complies with 34 C.F.R. 106.45 for formal complaints as defined below.

A district must provide notice to the Parties Entitled to Notice, above, of the district's procedures and Title IX formal complaint process, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment, and how the district will respond.

The requirements of this provision apply only to sex discrimination occurring against a person in the United States.

34 C.F.R. 106.8(c)–(d)

Response to Sexual
Harassment

Definitions

"Actual knowledge" means notice of sexual harassment or allegations of sexual harassment to a district's Title IX Coordinator or any official of the district who has authority to institute corrective measures on behalf of the district, or to any employee of an elementary and secondary school. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge. This standard is not met when the only official of the district with actual knowledge is the respondent. The mere ability or obligation to report sexual harassment or to inform a student about how to report sexual harassment, or having been trained to do so, does not qualify an individual as one who has authority to institute corrective measures on behalf of the district. "Notice" as used in this paragraph includes, but is not limited to, a report of sexual harassment to the Title IX Coordinator.

"Complainant" means an individual who is alleged to be the victim of conduct that could constitute sexual harassment.

"Consent" is not defined by the Title IX regulations, nor do the regulations require districts to adopt a particular definition of consent with respect to sexual assault.

"Formal complaint" means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment

against a respondent and requesting that the district investigate the allegation of sexual harassment. At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the district with which the formal complaint is filed. A formal complaint may be filed with the Title IX Coordinator in person, by mail, or by electronic mail, by using the contact information required to be listed for the Title IX Coordinator, and by any additional method designated by the district. As used in this paragraph, the phrase "document filed by a complainant" means a document or electronic submission (such as by electronic mail or through an online portal provided for this purpose by the district) that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint. Where the Title IX Coordinator signs a formal complaint, the Title IX Coordinator is not a complainant or otherwise a party to a Title IX formal complaint, and must comply with the requirements of the Title IX formal complaint process, including the informal resolution process.

"Respondent" means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment.

"Sexual harassment" means conduct on the basis of sex that satisfies one or more of the following:

1. An employee of the district conditioning the provision of an aid, benefit, or service of the district on an individual's participation in unwelcome sexual conduct;
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the district's education program or activity; or
3. "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

"Supportive measures" means nondisciplinary, nonpunitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed. Such measures are designed to restore or preserve equal access to the district's education program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the district's educational environment, or deter sexual harassment. Supportive measures may include counseling, extensions of deadlines

or other course-related adjustments, modifications of work or class schedules, campus escort services, mutual restrictions on contact between the parties, changes in work or district-provided housing locations, leaves of absence, increased security and monitoring of certain areas of the campus, and other similar measures. The district must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability of the district to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.

34 C.F.R. 106.2, .30(a)

Deliberate Indifference

A district with actual knowledge of sexual harassment in an education program or activity of the district against a person in the United States, must respond promptly in a manner that is not deliberately indifferent. A district is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.

Education Program or Activity

For the purposes of 34 C.F.R. 106.30 [see Definitions, above] and 106.45 [see Process for Title IX Formal Complaint, below], "education program or activity" includes locations, events, or circumstances over which the district exercised substantial control over both the respondent and the context in which the sexual harassment occurs.

34 C.F.R. 106.44(a)

Title IX Coordinator Response

The Title IX Coordinator must promptly contact the complainant to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint. The Title IX Coordinator must respond in this manner with or without a formal complaint. *34 C.F.R. 106.44(b)(1)*

Supportive Measures Required

A district's response must treat complainants and respondents equitably by offering supportive measures and by following a process that complies with 34 C.F.R. 106.45 [see Process for Title IX Formal Complaint, below] before the imposition of any disciplinary sanctions or other actions that are not supportive measures against a respondent. [For Emergency Removal procedures, see below.]

Constitutional Restrictions

The Department of Education may not deem a district to have satisfied the district's duty to not be deliberately indifferent under Title

IX based on the district's restriction of rights protected under the U.S. Constitution, including the First Amendment, Fifth Amendment, and Fourteenth Amendment.

34 C.F.R. 106.44(a)

*Response to a
Formal Complaint*

In response to a formal complaint, a district must follow a process that complies with 34 C.F.R. 106.45 [see Process for Title IX Formal Complaint, below]. *34 C.F.R. 106.44(b)(1)*

*Emergency
Removal*

The Title IX regulations do not preclude a district from removing a respondent from the district's education program or activity on an emergency basis, provided that the district:

1. Undertakes an individualized safety and risk analysis;
2. Determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal; and
3. Provides the respondent with notice and an opportunity to challenge the decision immediately following the removal.

This provision may not be construed to modify any rights under the Individuals with Disabilities Education Act, Section 504 of the Rehabilitation Act of 1973, or the Americans with Disabilities Act.

34 C.F.R. 106.44(c)

*Administrative
Leave*

The Title IX regulations do not preclude a district from placing a nonstudent employee respondent on administrative leave during the pendency of a Title IX formal complaint. This provision may not be construed to modify any rights under Section 504 of the Rehabilitation Act of 1973 or the Americans with Disabilities Act. *34 C.F.R. 106.44(d)*

Process for Title IX
Formal Complaint

For the purpose of addressing formal complaints of sexual harassment, a district's process must comply with the following requirements. Any provisions, rules, or practices other than those required by this provision that a district adopts as part of its process for handling formal complaints of sexual harassment must apply equally to both parties. *34 C.F.R. 106.45(b)*

A district's Title IX formal complaint process must:

1. Treat complainants and respondents equitably by providing remedies to a complainant where a determination of responsibility for sexual harassment has been made against the respondent, and by following a process that complies with the Title IX regulations before the imposition of any disciplinary sanctions or other actions that are not supportive measures

against a respondent. Remedies must be designed to restore or preserve equal access to the district's education program or activity. Such remedies may include the same individualized services described as supportive measures; however, remedies need not be nondisciplinary or nonpunitive and need not avoid burdening the respondent;

2. Require an objective evaluation of all relevant evidence—including both inculpatory and exculpatory evidence—and provide that credibility determinations may not be based on a person's status as a complainant, respondent, or witness;
3. Require that any individual designated by a district as a Title IX Coordinator, investigator, decision-maker, or any person designated by a district to facilitate an informal resolution process, not have a conflict of interest or bias for or against complainants or respondents generally or an individual complainant or respondent. A district must ensure that Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process, receive training on the definition of sexual harassment, the scope of the district's education program or activity, how to conduct an investigation and Title IX formal complaint process including hearings, appeals, and informal resolution processes, as applicable, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. A district must ensure that decision-makers receive training on any technology to be used at a live hearing, if any, and on issues of relevance of questions and evidence, including when questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant. [See Hearings, below] A district also must ensure that investigators receive training on issues of relevance to create an investigative report that fairly summarizes relevant evidence. [See Investigation of a Formal Complaint, below] Any materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process, must not rely on sex stereotypes and must promote impartial investigations and adjudications of formal complaints of sexual harassment;
4. Include a presumption that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the Title IX formal complaint process;
5. Include reasonably prompt time frames for conclusion of the Title IX formal complaint process, including reasonably

prompt time frames for filing and resolving appeals and informal resolution processes if the district offers informal resolution processes, and a process that allows for the temporary delay of the Title IX formal complaint process or the limited extension of time frames for good cause with written notice to the complainant and the respondent of the delay or extension and the reasons for the action. Good cause may include considerations such as the absence of a party, a party's advisor, or a witness; concurrent law enforcement activity; or the need for language assistance or accommodation of disabilities;

6. Describe the range of possible disciplinary sanctions and remedies or list the possible disciplinary sanctions and remedies that the district may implement following any determination of responsibility;
7. State whether the standard of evidence to be used to determine responsibility is the preponderance of the evidence standard or the clear and convincing evidence standard, apply the same standard of evidence for formal complaints against students as for formal complaints against employees, including faculty, and apply the same standard of evidence to all formal complaints of sexual harassment;
8. Include the procedures and permissible bases for the complainant and respondent to appeal;
9. Describe the range of supportive measures available to complainants and respondents; and
10. Not require, allow, rely upon, or otherwise use questions or evidence that constitute, or seek disclosure of, information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

34 C.F.R. 106.45(b)(1)

*Notice of
Allegations*

Upon receipt of a formal complaint, a district must provide the following written notice to the parties who are known:

1. Notice of the district's Title IX formal complaint process, including any informal resolution process.
2. Notice of the allegations of sexual harassment potentially constituting sexual harassment, including sufficient details known at the time and with sufficient time to prepare a response before any initial interview. Sufficient details include:
 - a. The identities of the parties involved in the incident, if known;

- b. The conduct allegedly constituting sexual harassment;
and
- c. The date and location of the alleged incident, if known,

The written notice must include a statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility is made at the conclusion of the Title IX formal complaint process. The written notice must inform the parties that they may have an advisor of their choice, who may be, but is not required to be, an attorney and may inspect and review evidence [see Investigation of a Formal Complaint, below]. The written notice must inform the parties of any provision in the district's code of conduct that prohibits knowingly making false statements or knowingly submitting false information during the Title IX formal complaint process.

If, in the course of an investigation, the district decides to investigate allegations about the complainant or respondent that are not included in the Notice of Allegations, above, the district must provide notice of the additional allegations to the parties whose identities are known.

34 C.F.R. 106.45(b)(2)

*Dismissal of a
Formal Complaint*

The district must investigate the allegations in a formal complaint. If the conduct alleged in the formal complaint would not constitute sexual harassment even if proved, did not occur in the district's education program or activity, or did not occur against a person in the United States, then the district must dismiss the formal complaint with regard to that conduct for purposes of sexual harassment under Title IX; such a dismissal does not preclude action under another provision of the district's code of conduct.

The district may dismiss the formal complaint or any allegations therein, if at any time during the investigation or hearing: a complainant notifies the Title IX Coordinator in writing that the complainant would like to withdraw the formal complaint or any allegations therein; the respondent is no longer enrolled or employed by the district; or specific circumstances prevent the district from gathering evidence sufficient to reach a determination as to the formal complaint or allegations therein.

Upon a dismissal required or permitted pursuant to 34 C.F.R. 106.45(b)(3), the district must promptly send written notice of the dismissal and reason(s) therefor simultaneously to the parties.

*Consolidation of
Formal
Complaints*

A district may consolidate formal complaints as to allegations of sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances. Where a Title IX formal complaint process involves more than one complainant or more than one respondent, references in this provision to the singular "party," "complainant," or "respondent" include the plural, as applicable.

34 C.F.R. 106.45(b)(3)–(4)

*Investigation of a
Formal Complaint*

When investigating a formal complaint and throughout the Title IX formal complaint process, a district must:

1. Ensure that the burden of proof and the burden of gathering evidence sufficient to reach a determination regarding responsibility rest on the district and not on the parties provided that the district cannot access, consider, disclose, or otherwise use a party's records that are made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in the professional's or paraprofessional's capacity, or assisting in that capacity, and which are made and maintained in connection with the provision of treatment to the party, unless the district obtains that party's voluntary, written consent to do so for a Title IX formal complaint (if a party is not an "eligible student," as defined in 34 C.F.R. 99.3 then the district must obtain the voluntary, written consent of a "parent," as defined in 34 C.F.R. 99.3) [see FL(LEGAL) at Education Records];
2. Provide an equal opportunity for the parties to present witnesses, including fact and expert witnesses, and other inculpatory and exculpatory evidence;
3. Not restrict the ability of either party to discuss the allegations under investigation or to gather and present relevant evidence;
4. Provide the parties with the same opportunities to have others present during any Title IX formal complaint proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice, who may be, but is not required to be, an attorney, and not limit the choice or presence of advisor for either the complainant or respondent in any meeting or Title IX formal complaint proceeding; however, the district may establish restrictions regarding

the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to both parties;

5. Provide, to a party whose participation is invited or expected, written notice of the date, time, location, participants, and purpose of all hearings, investigative interviews, or other meetings, with sufficient time for the party to prepare to participate;
6. Provide both parties an equal opportunity to inspect and review any evidence obtained as part of the investigation that is directly related to the allegations raised in a formal complaint, including the evidence upon which the district does not intend to rely in reaching a determination regarding responsibility and inculpatory or exculpatory evidence whether obtained from a party or other source, so that each party can meaningfully respond to the evidence prior to conclusion of the investigation. Prior to completion of the investigative report, the district must send to each party and the party's advisor, if any, the evidence subject to inspection and review in an electronic format or a hard copy, and the parties must have at least ten days to submit a written response, which the investigator will consider prior to completion of the investigative report. The district must make all such evidence subject to the parties' inspection and review available at any hearing to give each party equal opportunity to refer to such evidence during the hearing, including for purposes of cross-examination; and
7. Create an investigative report that fairly summarizes relevant evidence and, at least ten days prior to a hearing (if a hearing is required or otherwise provided) or other time of determination regarding responsibility, send to each party and the party's advisor, if any, the investigative report in an electronic format or a hard copy, for their review and written response.

34 C.F.R. 106.45(b)(5)

Hearings

The district's Title IX formal complaint process may, but need not, provide for a hearing. With or without a hearing, after the district has sent the investigative report to the parties pursuant to 34 C.F.R. 106.45(b)(5)(vii) [see Investigation of a Formal Complaint, above] and before reaching a determination regarding responsibility, the decision-maker(s) must afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness, provide each party with the answers, and allow for additional, limited follow-up questions from each party. With or without a hearing, questions and evidence about the complainant's sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant's prior

sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent. The decision-maker(s) must explain to the party proposing the questions any decision to exclude a question as not relevant. *34 C.F.R. 106.45(b)(6)(ii)*

*Determination
Regarding
Responsibility*

The decision-maker(s), who cannot be the same person(s) as the Title IX Coordinator or the investigator(s), must issue a written determination regarding responsibility. To reach this determination, the district must apply the standard of evidence described at Process for Title IX Formal Complaint, above.

The written determination must include:

1. Identification of the allegations potentially constituting sexual harassment;
2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
3. Findings of fact supporting the determination;
4. Conclusions regarding the application of the district's code of conduct to the facts;
5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the district's education program or activity will be provided by the district to the complainant; and
6. The district's procedures and permissible bases for the complainant and respondent to appeal.

The district must provide the written determination to the parties simultaneously. The determination regarding responsibility becomes final either on the date that the district provides the parties with the written determination of the result of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

34 C.F.R. 106.45(b)(7)(i)-(ii)

STUDENT WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

FFH
(LEGAL)

*Implementation
of Remedies*

The Title IX Coordinator is responsible for effective implementation of any remedies. *34 C.F.R. 106.45(b)(7)(iv)*

Appeals

A district must offer both parties an appeal from a determination regarding responsibility, and from a district's dismissal of a formal complaint or any allegations therein, on the following bases:

1. Procedural irregularity that affected the outcome of the matter;
2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
3. The Title IX Coordinator, investigator(s), or decision-maker(s) had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.

A district may offer an appeal equally to both parties on additional bases.

As to all appeals, the district must:

1. Notify the other party in writing when an appeal is filed and implement appeal procedures equally for both parties;
2. Ensure that the decision-maker(s) for the appeal is not the same person as the decision-maker(s) that reached the determination regarding responsibility or dismissal, the investigator(s), or the Title IX Coordinator;
3. Ensure that the decision-maker(s) for the appeal complies with the standards in the Title IX regulations regarding conflict of interest and bias [see Process for Formal Title IX Complaint, item 3, above];
4. Give both parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome;
5. Issue a written decision describing the result of the appeal and the rationale for the result; and
6. Provide the written decision simultaneously to both parties.

34 C.F.R. 106.45(b)(8)

*Informal
Resolution*

A district may not require as a condition of enrollment or continuing enrollment, or employment or continuing employment, or enjoyment of any other right, waiver of the right to an investigation and adjudication of formal complaints of sexual harassment consistent

with Title IX. Similarly, a district may not require the parties to participate in an informal resolution process and may not offer an informal resolution process unless a formal complaint is filed. However, at any time prior to reaching a determination regarding responsibility the district may facilitate an informal resolution process, such as mediation, that does not involve a full investigation and adjudication, provided that the district:

1. Provides to the parties a written notice disclosing:
 - a. The allegations;
 - b. The requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations, provided, however, that at any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the Title IX formal complaint process with respect to the formal complaint; and
 - c. Any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared;
2. Obtains the parties' voluntary, written consent to the informal resolution process; and
3. Does not offer or facilitate an informal resolution process to resolve allegations that an employee sexually harassed a student.

34 C.F.R. 106.45(b)(9)

Recordkeeping

A district must maintain for a period of seven years records of:

1. Each sexual harassment investigation including any determination regarding responsibility, any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to the district's education program or activity;
2. Any appeal and the result therefrom;
3. Any informal resolution and the result therefrom; and
4. All materials used to train Title IX Coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process. A district must make these training materials publicly available on its website or if the district does not maintain a website the district must make these materials

available upon request for inspection by members of the public.

For each response required under Title IX Coordinator Response, above, a district must create, and maintain for a period of seven years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the district must document the basis for its conclusion that its response was not deliberately indifferent, and document that it has taken measures designed to restore or preserve equal access to the district's education program or activity.

If a district does not provide a complainant with supportive measures, then the district must document the reasons why such a response was not clearly unreasonable in light of the known circumstances. The documentation of certain bases or measures does not limit the district in the future from providing additional explanations or detailing additional measures taken.

34 C.F.R. 106.45(b)(10)

Retaliation
Prohibited

No district or other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, or because the individual has made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under Title IX.

Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX, constitutes retaliation.

Complaints alleging retaliation may be filed according to the Process for Title IX Formal Complaint above.

The exercise of rights protected under the First Amendment does not constitute retaliation prohibited by Title IX.

Charging an individual with a code of conduct violation for making a materially false statement in bad faith in the course of a Title IX formal complaint proceeding does not constitute retaliation prohibited by Title IX, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

34 C.F.R. 106.71(a)-(b)

Confidentiality

The district must keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the Family Educational Rights and Privacy Act (FERPA) statute, 20 U.S.C. 1232g, or FERPA regulations, 34 C.F.R. part 99, or as required by law, or to carry out the purposes of 34 C.F.R. part 106, including the conduct of any investigation, hearing, or judicial proceeding arising thereunder. *34 C.F.R. 106.71(a)*

Note: This policy addresses discrimination, harassment, and retaliation against District students. For provisions regarding discrimination, harassment, and retaliation against District employees, see DIA. For reporting requirements related to child abuse and neglect, see FFG. Note that FFH shall be used in conjunction with FFI (bullying) for certain prohibited conduct.

Statement of Nondiscrimination

The District prohibits discrimination, including harassment, against any student on the basis of race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law. The District prohibits dating violence, as defined by this policy. Retaliation against anyone involved in the complaint process is a violation of District policy and is prohibited.

Discrimination

Discrimination against a student is defined as conduct directed at a student on the basis of race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law, that adversely affects the student.

Prohibited Conduct

In this policy, the term "prohibited conduct" includes discrimination, harassment, dating violence, and retaliation as defined by this policy, even if the behavior does not rise to the level of unlawful conduct.

Prohibited conduct also includes sexual harassment as defined by Title IX. [See FFH(LEGAL)]

Prohibited Harassment

Prohibited harassment of a student is defined as physical, verbal, or nonverbal conduct based on the student's race, color, religion, sex, gender, national origin, age, disability, or any other basis prohibited by law, when the conduct is so severe, persistent, or pervasive that the conduct:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

Prohibited harassment includes dating violence as defined by law and this policy.

Examples

Examples of prohibited harassment may include offensive or derogatory language directed at another person's religious beliefs or

practices, accent, skin color, or need for accommodation; threatening, intimidating, or humiliating conduct; offensive jokes, name calling, slurs, or rumors; cyberharassment; physical aggression or assault; display of graffiti or printed material promoting racial, ethnic, or other negative stereotypes; or other kinds of aggressive conduct such as theft or damage to property.

**Sex-Based
Harassment**

As required by law, the District shall follow the procedures below at Response to Sexual Harassment—Title IX upon a report of sex-based harassment, including sexual harassment, gender-based harassment, and dating violence, when such allegations, if proved, would meet the definition of sexual harassment under Title IX. [See FFH(LEGAL)]

**Sexual Harassment
By an Employee**

Sexual harassment of a student by a District employee includes both welcome and unwelcome sexual advances; requests for sexual favors; sexually motivated physical, verbal, or nonverbal conduct; or other conduct or communication of a sexual nature when:

1. A District employee causes the student to believe that the student must submit to the conduct in order to participate in a school program or activity, or that the employee will make an educational decision based on whether or not the student submits to the conduct; or
2. The conduct is so severe, persistent, or pervasive that it:
 - a. Affects the student's ability to participate in or benefit from an educational program or activity, or otherwise adversely affects the student's educational opportunities; or
 - b. Creates an intimidating, threatening, hostile, or abusive educational environment.

Romantic or other inappropriate social relationships between students and District employees are prohibited. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See DH]

By Others

Sexual harassment of a student, including harassment committed by another student, includes unwelcome sexual advances; requests for sexual favors; or sexually motivated physical, verbal, or nonverbal conduct when the conduct is so severe, persistent, or pervasive that it:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;

2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

Examples

Examples of sexual harassment of a student may include sexual advances; touching intimate body parts or coercing physical contact that is sexual in nature; jokes or conversations of a sexual nature; and other sexually motivated conduct, contact, or communications, including electronic communication.

Necessary or permissible physical contact such as assisting a child by taking the child's hand, comforting a child with a hug, or other physical contact not reasonably construed as sexual in nature is not sexual harassment.

Gender-Based Harassment

Gender-based harassment includes physical, verbal, or nonverbal conduct based on the student's gender, the student's expression of characteristics perceived as stereotypical for the student's gender, or the student's failure to conform to stereotypical notions of masculinity or femininity. For purposes of this policy, gender-based harassment is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

Examples

Examples of gender-based harassment directed against a student, regardless of the student's or the harasser's actual or perceived sexual orientation or gender identity, may include offensive jokes, name-calling, slurs, or rumors; cyberharassment; physical aggression or assault; threatening or intimidating conduct; or other kinds of aggressive conduct such as theft or damage to property.

Dating Violence

Dating violence occurs when a person in a current or past dating relationship uses physical, sexual, verbal, or emotional abuse to harm, threaten, intimidate, or control the other person in the relationship. Dating violence also occurs when a person commits these acts against a person in a marriage or dating relationship with the individual who is or was once in a marriage or dating relationship with the person committing the offense.

STUDENT WELFARE
FREEDOM FROM DISCRIMINATION, HARASSMENT, AND RETALIATION

FFH
(LOCAL)

For purposes of this policy, dating violence is considered prohibited harassment if the conduct is so severe, persistent, or pervasive that the conduct:

1. Affects a student's ability to participate in or benefit from an educational program or activity, or creates an intimidating, threatening, hostile, or offensive educational environment;
2. Has the purpose or effect of substantially or unreasonably interfering with the student's academic performance; or
3. Otherwise adversely affects the student's educational opportunities.

Examples

Examples of dating violence against a student may include physical or sexual assaults; name-calling; put-downs; or threats directed at the student, the student's family members, or members of the student's household. Additional examples may include destroying property belonging to the student, threatening to commit suicide or homicide if the student ends the relationship, attempting to isolate the student from friends and family, stalking, threatening a student's spouse or current dating partner, or encouraging others to engage in these behaviors.

Reporting Procedures

Student Report

Any student who believes that he or she has experienced prohibited conduct or believes that another student has experienced prohibited conduct should immediately report the alleged acts to a teacher, school counselor, principal, other District employee, or the appropriate District official listed in this policy.

Employee Report

Any District employee who suspects or receives direct or indirect notice that a student or group of students has or may have experienced prohibited conduct shall immediately notify the appropriate District official listed in this policy and take any other steps required by this policy.

Definition of District Officials

For the purposes of this policy, District officials are the Title IX coordinator, the ADA/Section 504 coordinator, and the Superintendent.

*Title IX
Coordinator*

Reports of discrimination based on sex, including sexual harassment, gender-based harassment, or dating violence, may be directed to the designated Title IX coordinator for students. [See FFH(EXHIBIT)]

*ADA /
Section 504
Coordinator*

Reports of discrimination based on disability may be directed to the designated ADA/Section 504 coordinator for students. [See FFH(EXHIBIT)]

<i>Superintendent</i>	The Superintendent and/or deputy superintendent shall serve as coordinator for purposes of District compliance with all other non-discrimination laws.
Alternative Reporting Procedures	<p>An individual shall not be required to report prohibited conduct to the person alleged to have committed the conduct. Reports concerning prohibited conduct, including reports against the Title IX coordinator or ADA/Section 504 coordinator, may be directed to the Superintendent.</p> <p>A report against the Superintendent may be made directly to the Board. If a report is made directly to the Board, the Board shall appoint an appropriate person to conduct an investigation.</p>
Timely Reporting	To ensure the District's prompt investigation, reports of prohibited conduct shall be made as soon as possible after the alleged act or knowledge of the alleged act.
Notice to Parents	<p>The District official or designee shall promptly notify the parents of any student alleged to have experienced prohibited conduct by a District employee or another adult.</p> <p>[For parental notification requirements regarding an allegation of educator misconduct with a student, see FFF.]</p>
Investigation of Reports Other Than Title IX	<p>The following procedures apply to all allegations of prohibited conduct other than allegations of harassment prohibited by Title IX. [See FFH(LEGAL)] For allegations of sex-based harassment that, if proved, would meet the definition of sexual harassment under Title IX, including sexual harassment, gender-based harassment, and dating violence, see the procedures below at Response to Sexual Harassment—Title IX.</p> <p>The District may request, but shall not require, a written report. If a report is made orally, the District official shall reduce the report to written form.</p>
Initial Assessment	<p>Upon receipt or notice of a report, the District official shall determine whether the allegations, if proved, would constitute prohibited conduct as defined by this policy. If so, the District shall immediately undertake an investigation, except as provided below at Criminal Investigation.</p> <p>If the District official determines that the allegations, if proved, would not constitute prohibited conduct as defined by this policy, the District official shall refer the complaint for consideration under FFI.</p>
Interim Action	If appropriate and regardless of whether a criminal or regulatory investigation regarding the alleged conduct is pending, the District

shall promptly take interim action calculated to address prohibited conduct or bullying prior to the completion of the District's investigation.

District Investigation The investigation may be conducted by the District official or a designee, such as the principal, or by a third party designated by the District, such as an attorney. When appropriate, the principal shall be involved in or informed of the investigation.

The investigation may consist of personal interviews with the person making the report, the person against whom the report is filed, and others with knowledge of the circumstances surrounding the allegations. The investigation may also include analysis of other information or documents related to the allegations.

Criminal Investigation If a law enforcement or regulatory agency notifies the District that a criminal or regulatory investigation has been initiated, the District shall confer with the agency to determine if the District investigation would impede the criminal or regulatory investigation. The District shall proceed with its investigation only to the extent that it does not impede the ongoing criminal or regulatory investigation. After the law enforcement or regulatory agency has finished gathering its evidence, the District shall promptly resume its investigation.

Concluding the Investigation Absent extenuating circumstances, such as a request by a law enforcement or regulatory agency for the District to delay its investigation, the investigation should be completed within ten District business days from the date of the report; however, the investigator shall take additional time if necessary to complete a thorough investigation.

The investigator shall prepare a written report of the investigation. The report shall include a determination of whether prohibited conduct or bullying occurred. The report shall be filed with the District official overseeing the investigation.

Notification of Outcome Notification of the outcome of the investigation shall be provided to both parties in compliance with FERPA.

District Action
Prohibited Conduct If the results of an investigation indicate that prohibited conduct occurred, the District shall promptly respond by taking appropriate disciplinary action in accordance with the Student Code of Conduct and may take corrective action reasonably calculated to address the conduct.

Corrective Action Examples of corrective action may include a training program for those involved in the report, a comprehensive education program for the school community, counseling to the victim and the student

who engaged in prohibited conduct, follow-up inquiries to determine if any new incidents or any instances of retaliation have occurred, involving parents and students in efforts to identify problems and improve the school climate, increasing staff monitoring of areas where prohibited conduct has occurred, and reaffirming the District's policy against discrimination and harassment.

<i>Bullying</i>	If the results of an investigation indicate that bullying occurred, as defined by FFI, the District official shall refer to FFI for appropriate notice to parents and District action. The District official shall refer to FDB for transfer provisions.
<i>Improper Conduct</i>	If the investigation reveals improper conduct that did not rise to the level of prohibited conduct or bullying, the District may take disciplinary action in accordance with the Student Code of Conduct or other corrective action reasonably calculated to address the conduct.
Confidentiality	To the greatest extent possible, the District shall respect the privacy of the complainant, persons against whom a report is filed, and witnesses. Limited disclosures may be necessary in order to conduct a thorough investigation and comply with applicable law.
Appeal	A student or parent who is dissatisfied with the outcome of the investigation may appeal through FNG(LOCAL), beginning at the appropriate level. A student or parent shall be informed of his or her right to file a complaint with the United States Department of Education Office for Civil Rights.
Response to Sexual Harassment–Title IX	For purposes of the District's response to reports of harassment prohibited by Title IX, definitions can be found in FFH(LEGAL).
General Response	<p>When the District receives notice or an allegation of conduct that, if proved, would meet the definition of sexual harassment under Title IX, the Title IX coordinator shall promptly contact the complainant to:</p> <ul style="list-style-type: none">• Discuss the availability of supportive measures and inform the complainant that they are available, with or without the filing of a formal complaint;• Consider the complainant's wishes with respect to supportive measures; and• Explain to the complainant the option and process for filing a formal complaint. <p>The District's response to sexual harassment shall treat complainants and respondents equitably by offering supportive measures to both parties, as appropriate, and by following the Title</p>

IX formal complaint process before imposing disciplinary sanctions or other actions that are not supportive measures against a respondent.

If a formal complaint is not filed, the District reserves the right to investigate and respond to prohibited conduct in accordance with Board policies and the Student Code of Conduct.

Title IX Formal
Complaint Process

To distinguish the process described below from the District's general grievance policies [see DGBA, FNG, and GF], this policy refers to the grievance process required by Title IX regulations for responding to formal complaints of sexual harassment as the District's "Title IX formal complaint process."

The Superintendent shall ensure the development of a Title IX formal complaint process that complies with legal requirements. [See FFH(LEGAL)] The formal complaint process shall be posted on the District's website. In compliance with Title IX regulations, the District's Title IX formal complaint process shall address the following basic requirements:

1. Equitable treatment of complainants and respondents;
2. An objective evaluation of all relevant evidence;
3. A requirement that the Title IX coordinator, investigator, decision-maker, or any person designated to facilitate an informal resolution process not have a conflict of interest or bias;
4. A presumption that the respondent is not responsible for the alleged sexual harassment until a determination is made at the conclusion of the Title IX formal complaint process;
5. Time frames that provide for a reasonably prompt conclusion of the Title IX formal complaint process, including time frames for appeals and any informal resolution process, and that allow for temporary delays or the limited extension of time frames with good cause and written notice as required by law;
6. A description of the possible disciplinary sanctions and remedies that may be implemented following a determination of responsibility for the alleged sexual harassment;
7. A statement of the standard of evidence to be used to determine responsibility for all Title IX formal complaints of sexual harassment;
8. Procedures and permissible bases for the complainant and respondent to appeal a determination of responsibility or a dismissal of a Title IX formal complaint or any allegations therein;

9. A description of the supportive measures available to the complainant and respondent;
10. A prohibition on using or seeking information protected under a legally recognized privilege unless the individual holding the privilege has waived the privilege;
11. Additional formal complaint procedures in 34 C.F.R. 106.45(b), including written notice of a formal complaint, consolidation of formal complaints, recordkeeping, and investigation procedures; and
12. Other local procedures as determined by the Superintendent.

Standard of Evidence

The standard of evidence used to determine responsibility in a Title IX formal complaint of sexual harassment shall be the preponderance of the evidence.

Retaliation

The District prohibits retaliation by a student or District employee against a student alleged to have experienced discrimination or harassment, including dating violence, or another student who, in good faith, makes a report of harassment or discrimination, files a complaint of harassment or discrimination, serves as a witness, or participates in an investigation. The definition of prohibited retaliation under this policy also includes retaliation against a student who refuses to participate in any manner in an investigation under Title IX.

Examples

Examples of retaliation may include threats, intimidation, coercion, rumor spreading, ostracism, assault, destruction of property, unjustified punishments, or unwarranted grade reductions. Unlawful retaliation does not include petty slights or annoyances.

False Claim

A student who intentionally makes a false claim or offers false statements in a District investigation regarding discrimination or harassment, including dating violence, shall be subject to appropriate disciplinary action in accordance with law.

Records Retention

The District shall retain copies of allegations, investigation reports, and related records regarding any prohibited conduct in accordance with the District's records control schedules, but for no less than the minimum amount of time required by law. [See CPC]

[For Title IX recordkeeping and retention provisions, see FFH(LEGAL) and the District's Title IX formal complaint process.]

Access to Policy and Procedures

Information regarding this policy and any accompanying procedures shall be distributed annually in the employee and student handbooks. Copies of the policy and procedures shall be posted

on the District's website, to the extent practicable, and readily available at each campus and the District's administrative offices.

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Submitted by: David Pate, CFO, Finance & Support Services

ACTION ITEM

TOPIC: Gifts

BACKGROUND INFORMATION:

The following gifts to the Richardson Independent School District were received as of July 2020. The Board of Trustees formally accepts gifts to the District of \$5,000 or more as described on the following pages. Gifts or donations of less than \$5,000 and a cumulative year-to-date total are also included for your information.

The Board's acceptance of gifts shall not be construed as a testimonial or endorsement by the Board or the District of a product or business enterprise.

By acknowledging these gifts and formally accepting those of \$5,000 or more, the Board also ratifies corresponding adjustments to the applicable organizations' budgets. Gifts of equipment or supplies do not require an adjustment in an organization's budget. The Superintendent's Advisory Council has approved this adjustment. Staff will provide the Board with the necessary information to formally amend the District's overall budget at the appropriate time.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent recommends that the Board accept the gifts of \$5,000 or more as listed on the following pages.

RESOLUTION

WHEREAS, the Board of Trustees has considered the gifts of \$5,000 or more as listed on the following pages; and

WHEREAS, the Board recognizes that monetary gifts to the District will require an adjustment to the overall adopted budget; and

WHEREAS, ensuring timely and accurate financial record keeping supports the Board's Strategic Objectives and Strategies;

THEREFORE, BE IT RESOLVED, that the Board of Trustees of the Richardson Independent School District accepts the gifts of \$5,000 or more as listed on the following pages and approves amending the District's overall budget to reflect receipt of the monetary gifts.

\$5,000 or More

To	From	Purpose	Cash Received	Estimated Supply/Equip Value
Arapaho Classical Magnet	5th grade parent group	5th grade Science Camp	\$15,829.00	
Big Springs Elementary	Fujitsu Network Communications, Inc	Field trips	7,500.00	
Northwood Hills Elementary	NWHE PTA	5th grade Adventure Camp	\$8,250.00	
Richardson Terrace Elementary	Anonymous donors via Donors Choose	Alternative seating, classroom libraries, iPad tools		\$5,115.16
			\$31,579.00	\$5,115.16
Total Cash & Supply/Equipment Value - Gifts Over \$5,000 August 2020			\$36,694.16	

Less Than \$5,000

To	From	Purpose	Cash Received	Estimated Supply/Equip
Forest Meadow Junior High	FMJH PTA	Supplemental instructional, staff incentives	\$766.14	
Moss Haven Elementary	Anonymous donors via Your Cause	Supplemental instructional supplies	\$1,210.00	
Moss Haven Elementary	MHE PTA	Teacher planning support	\$125.00	
Pearce High School	Richardson Rotary Club	Supplemental supplies for Debate	\$100.00	
RISD Academy	RACA PTA	Field trip, staff incentives	\$442.00	
Wallace Elementary	Anonymous donors via Donors Choose	Classroom library, STEM games and manipulatives, supplemental PE and other classroom supplies		\$1,480.03
			\$2,643.14	\$1,480.03
Total Cash & Supply/Equipment Value - Gifts Under \$5,000			\$4,123.17	
Grand Total of All Gifts Over & Under \$5,000 August 2020			\$40,817.33	

Prior Year Comparison

Fiscal YTD Cash & Supply/Equipment Value - Gifts Over \$5,000	\$36,694.16
Fiscal YTD Cash & Supply/Equipment Value - Gifts Under \$5,000	\$4,123.17
Fiscal YTD Total of All Gifts Over & Under \$5,000 August 2020	\$40,817.33
Fiscal YTD Total of All Gifts Over & Under \$5,000 August 2019	\$48,919.25
Increase / (decrease) compared to prior year	(\$8,101.92)

**BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas**

Date: August 10, 2020

Department: Student Services

Submitted by: Matthew Gibbins, Ed.D.

ACTION ITEM

TOPIC: 2020-2021 Student Code of Conduct

BACKGROUND INFORMATION:

Chapter 37 of the Texas Education Code requires a school district to adopt a student code of conduct each year. The RISD Student Code of Conduct establishes standards for student behavior, informs students and parents of the consequences for a student's failure to adhere to those behavioral standards, and describes the appeal procedures to challenge disciplinary actions. Each year, staff members and the General Counsel review the Code of Conduct to recommend proposed changes to address matters encountered during the previous year, to incorporate information required by legislative or other actions, and to ensure best practices. Proposed changes primarily clarify expectations concerning some issues that were encountered over the last year, address new issues of which we have become aware, and are designed to enhance understanding, and/or otherwise improve the readability of the document.

Student Services staff conducts training with the campus principals and other key staff each year to ensure they are aware of and understand the changes to the Code of Conduct which is a part of the *Student and Parent Guidebook and student code of Conduct*. The General Counsel provides administrator training, as well. Campus administrators, in turn, provide training for staff and students to ensure they are aware of behavioral expectations.

RISD maintains the *Student and Parent Guidebook and Student Code of Conduct* on line. Schools provided information to students and parents to ensure they understood how to access the document. A few paper copies of the document are provided to each campus and a copy is provided to any parent who asks for one. This on line access procedure has worked well and has resulted in substantial cost-savings for printing. We plan to follow the same procedure again this year. Parents still must sign and return an acknowledgement that they are aware that the *Student and Parent Guidebook and Student Code of Conduct* is available

on line and that their student(s) will be subject to its provisions, that they understand how to access the document and will familiarize themselves with the document. Paper copies of the document also will be available at every campus.

SUPERINTENDENT’S RECOMMENDATION:

The Superintendent recommends that the Board of Trustees approve the 2020-2021 *Student Code of Conduct*.

PROPOSED RESOLUTION

WHEREAS, the Texas Education Code requires a school district to adopt a code of conduct to establish standards for student behavior and inform students and parents of the consequences for failure to meet the behavioral standards; and

WHEREAS, following reviews by District administrators and the General Counsel, a proposed Student Code of Conduct was developed for the 2020 - 2021 school year; and

WHEREAS, the Board wishes to ensure its policies, practices, and procedures fully comply with applicable law and best practices; and

WHEREAS, the Board finds that clearly stated standards of conduct for students supports the Board’s vision that RISD provides an environment where all students connect, learn, grow, and succeed, as well as its strategic objectives that all students will maximize their intellect and skills to create their own futures, develop strength of character, contribute to local and global communities, and belong to a community of meaningful connections and positive relationships;

THEREFORE, BE IT RESOLVED that the Board of Trustees approves the 2020 – 2021 Student Code of Conduct as presented and directs the Superintendent to ensure that it is made available to students, parents, and staff as required by the Texas Education Code.

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020

Department: General Counsel

Submitted by: Mia M. Martin

INFORMATION ITEM

TOPICS: Review Child Abuse and Neglect Reporting Policies

BACKGROUND INFORMATION:

Any employee who suspects that a child or disabled person is being subjected to or may have been subjected to abuse or neglect must immediately report the suspected abuse or neglect to law enforcement officials or to Child Protective Services. The Education Code and Commissioner's Rules require the Board to adopt a policy concerning reports of abuse or neglect and to review the policies on reporting child abuse and neglect each year.

RISD's policies on this topic appear primarily in *FFG (Legal)*, *(Local)*, and *(Exhibit) Student Welfare: Child Abuse and Neglect*. The topic also is addressed in policies *DH (Local): Standards of Employee Conduct* and *GRA (Legal) and (Local): Relations With Governmental Entities*. The policies are communicated each year to all employees through the Employee Handbook and campus principals and other administrators also review the information with staff. Regular training is provided, as well, to counselors and nurses and the topic is included in New Teacher training. Specific training is provided, as needed, to address issues that arise from time to time, and additional copies of policies and guidelines are also distributed at that time. In addition, the Superintendent has developed administrative guidelines concerning this topic that appear in the Instructional Operating Guide. These guidelines provide specific information for employees to ensure they comply with any reporting obligations.

Copies of relevant policies and administrative guidelines related to prevention and reporting of child abuse and neglect are attached for your review.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent presents the policies and guidelines concerning reports of child abuse and neglect for your information and review.

**Antivictimization
Program**

A district shall provide child abuse antivictimization programs in elementary and secondary schools. *Education Code 38.004*

Duty to Report

By Any Person

Any person who has cause to believe that a child's physical or mental health or welfare has been adversely affected by abuse or neglect by any person shall immediately make a report as required by law. *Family Code 261.101(a)*

*Abuse of Persons
with Disabilities*

A person having cause to believe that a person with a disability is in a state of abuse, neglect, or exploitation shall report the information immediately to the Texas Department of Family and Protective Services (DFPS).

A person commits a Class A misdemeanor if the person has cause to believe that a person with a disability has been abused, neglected, or exploited or is in a state of abuse, neglect, or exploitation and knowingly fails to report.

A person filing a report or testifying or otherwise participating in any judicial proceeding arising from a petition, report, or investigation is immune from civil or criminal liability on account of his or her petition, report, testimony, or participation, unless the person acted in bad faith or with a malicious purpose.

Human Resources Code 48.051, .052, .054

By a Professional

Any professional who has cause to believe that a child has been or may be abused or neglected shall make a report as required by law. The report must be made within 48 hours after the professional first suspects abuse or neglect.

A professional may not delegate to or rely on another person to make the report.

A "professional" is a person who is licensed or certified by the state or who is an employee of a facility licensed, certified, or operated by the state and who, in the normal course of official duties or duties for which a license or certification is required, has direct contact with children. The term includes teachers, nurses, doctors, day-care employees, and juvenile detention or correctional officers.

Family Code 261.101(b)

Adult Victims of
Abuse

A person or professional shall make a report in the manner required above if the person or professional has cause to believe that an adult was a victim of abuse or neglect as a child and the person or professional determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly person or person with a disability. *Family Code 261.101(b-1)*

**Psychotropic Drugs
and Psychological
Testing**

An employee may not use or threaten to use the refusal of a parent, guardian, or managing or possessory conservator to administer or consent to the administration of a psychotropic drug to a child, or to consent to any other psychiatric or psychological testing or treatment of the child, as the sole basis for making a report of neglect, unless the employee has cause to believe that the refusal:

1. Presents a substantial risk of death, disfigurement, or bodily injury to the child; or
2. Has resulted in an observable and material impairment to the growth, development, or functioning of the child.

Education Code 26.0091; Family Code 261.111(a) [See FFAC]

Contents of Report

The report should reflect the reporter's belief that a child has been or may be abused or neglected or has died of abuse or neglect. The person making the report shall identify, if known:

1. The name and address of the child;
2. The name and address of the person responsible for the care, custody, or welfare of the child; and
3. Any other pertinent information concerning the alleged or suspected abuse or neglect.

Family Code 261.102, .104

To Whom Reported

If the alleged or suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to DFPS, unless the report is made under item 3, below, or the report involves a juvenile justice program or facility [see JJAEPs, below].

All other reports shall be made to:

1. Any local or state law enforcement agency;
2. DFPS, Child Protective Services (CPS) Division;
3. A local office of CPS, where available; or
4. The state agency that operates, licenses, certifies, or registers the facility in which the alleged abuse or neglect occurred.

Family Code 261.103(a); 19 TAC 61.1051(a)(1)

JJAEPs

Any report of alleged abuse, neglect, or exploitation, as those terms are defined in Family Code 261.405, in a juvenile justice program or facility shall be made to the Texas Juvenile Justice Department and a local law enforcement agency for investigation.

	<p>The term “juvenile justice program” includes a juvenile justice alternative education program. <i>Family Code 261.405(a)(4)(A), (b)</i></p>
Immunity from Liability	<p>A person acting in good faith who reports or assists in the investigation of a report of alleged child abuse or neglect or who testifies or otherwise participates in a judicial proceeding arising from a report, petition, or investigation of alleged child abuse or neglect is immune from any civil or criminal liability that might otherwise be incurred or imposed. <i>Family Code 261.106</i></p> <p>A district may not suspend or terminate the employment of, or otherwise discriminate against, a professional who makes a good faith report of abuse or neglect. <i>Family Code 261.110 [See DG]</i></p>
Criminal Offenses	
Failure to Report	<p>A person commits a Class A misdemeanor if he or she is required to make a report under Family Code 261.101(a) [see Duty to Report, above] and knowingly fails to make a report as provided by law.</p> <p>A person who is a professional commits a Class A misdemeanor if the person is required to make a report under Family Code 261.101(b) [see Duty to Report] and knowingly fails to make a report as provided by law. The professional commits a state jail felony if he or she intended to conceal the abuse or neglect.</p> <p><i>Family Code 261.109</i></p>
False Report	<p>A person commits an offense if, with the intent to deceive, the person knowingly makes a report of abuse and neglect that is false. The offense is a state jail felony, except that it is a felony of the third degree if the person has previously been convicted of the offense. <i>Family Code 261.107(a)</i></p>
Coercion	<p>A public servant, including as a school administrator, who coerces another into suppressing or failing to report child abuse or neglect to a law enforcement agency commits a Class C misdemeanor offense. <i>Penal Code 39.06</i></p>
Confidentiality of Report	<p>A report of alleged or suspected abuse or neglect and the identity of the person making the report is confidential and not subject to release under Government Code Chapter 552 (Public Information Act), and may be disclosed only for purposes consistent with the Family Code and applicable federal or state law or under rules adopted by an investigating agency. <i>Family Code 261.201(a)(1)</i></p> <p>Unless waived in writing by the person making the report, the identity of an individual making a report under this chapter is confidential and may be disclosed only to a law enforcement officer for the purposes of a criminal investigation of the report, or as ordered by a court under Family Code 261.201. <i>Family Code 261.101(d)</i></p>

**SBEC Disciplinary
Action**

The State Board for Educator Certification (SBEC) may take any of the actions listed in 19 Administrative Code 249.15(a) (regarding impositions, including revocation of a certificate and administrative penalties) based on satisfactory evidence that the person has failed to report or has hindered the reporting of child abuse pursuant to Family Code 261.001, or has failed to notify the SBEC or the school superintendent or director under the circumstances and in the manner required by Education Code 21.006 and 19 Administrative Code 249.14(d)–(f). *19 TAC 249.15(b)(4)*

Investigations

Reports to District

If DFPS initiates an investigation and determines that the abuse or neglect involves an employee of a public elementary or secondary school, and that the child is a student at the school, the department shall orally notify the superintendent of the district in which the employee is employed. *Family Code 261.105(d)*

On request, DFPS shall provide a copy of the completed report of its investigation to the board, the superintendent, and the school principal, unless the principal is alleged to have committed the abuse or neglect. The report shall be edited to protect the identity of the person who made the report. *Family Code 261.406(b)*

Interview of Student

The investigating agency shall be permitted to interview the child at any reasonable time and place, including at the child's school. *Family Code 261.302(b)* [See GRA]

Interference with
Investigation

A person may not interfere with an investigation of a report of child abuse or neglect conducted by DFPS. *Family Code 261.303(a)*

Confidentiality

A photograph, videotape, audiotape, or other audio or visual recording, depiction, or documentation of a child that is made by DFPS in the course of an inspection or investigation is confidential, is not subject to release under the Texas Public Information Act, and may be released only as required by state or federal law or rules adopted by the DFPS. *Human Resources Code 42.004*

Reporting Policy

A board shall adopt and annually review policies for reporting child abuse and neglect. The policies shall follow the requirements of Family Code Chapter 261.

The policies must require every school employee, agent, or contractor who suspects child abuse or neglect to submit a written or oral report to at least one of the authorities listed above [see To Whom Reported, above] within 48 hours or less, as determined by the board, after learning of facts giving rise to the suspicion.

The policies must be consistent with the Family Code, Chapter 261, and 40 Administrative Code Chapter 700 (relating to CPS) re-

garding investigations by DFPS, including regulations governing investigation of abuse by school personnel and volunteers. [See GRA]

The policies must notify school personnel of the following:

1. Penalties under Penal Code 39.06 (misuse of official information), Family Code 261.109 (failure to report), and 19 Administrative Code Chapter 249 (actions against educator's certificate) for failure to submit a required report of child abuse or neglect;
2. Prohibitions against interference with an investigation of a report of child abuse or neglect, including:
 - a. The prohibition, under Family Code 261.302 and 261.303, against denying an investigator's request to interview a student at school; and
 - b. The prohibition, under Family Code 261.302, against requiring the presence of a parent or school administrator during an interview by an investigator.
3. Immunity provisions applicable to a person who reports child abuse or neglect or otherwise assists an investigation in good faith;
4. Confidentiality provisions relating to a report of suspected child abuse or neglect;
5. Any disciplinary action that may result from noncompliance with a district's reporting policy;
6. The prohibition under Education Code 26.0091 [see Psychotropic Drugs and Psychological Testing, above]; and
7. The current toll-free number for DFPS.

The policies must not require that school personnel report suspicions of child abuse or neglect to a school administrator before making a report to one of the agencies listed above.

19 TAC 61.1051(a)

Annual Distribution
and Staff
Development

The policies shall be distributed to all personnel at the beginning of each school year and shall be addressed in staff development programs at regular intervals determined by a board. *19 TAC 61.1051(b)*

Each school year, a district shall provide training as required by Education Code 38.0041 to all new district employees as a part of

new employee orientation. [See DH and DMA] *Education Code 38.0041; 19 TAC 61.1051(c)*

Required Poster

A district shall place a poster of the following specifications at every campus in at least one high-traffic, highly and clearly visible public area that is readily accessible to and widely used by students. The poster must:

1. Be in a format and language that is clear, simple, and understandable to students;
2. Be in English and in Spanish;
3. Be 11 inches x 17 inches or larger;
4. Be in large print;
5. Be placed at eye-level to the student for easy viewing; and
6. Include the following information:
 - a. The current toll-free DFPS Abuse Hotline telephone number (in bold print);
 - b. Instructions to call 911 for emergencies; and
 - c. Directions for accessing the DFPS [Texas Abuse Hotline website](#)¹ for more information on reporting abuse, neglect, and exploitation.

Education Code 38.0042; 19 TAC 61.1051(e), (f)

¹ Texas Abuse Hotline website: <http://www.txabusehotline.org>

**Reporting Child
Abuse and Neglect**

Any person who has cause to believe that a child has been or may be abused or neglected by any person shall make a report immediately as required by law.

Reports shall be made in accordance with FFG(EXHIBIT).

[For parental notification requirements regarding an allegation of educator misconduct with a student, see FFF.]

Notice of Employee Responsibilities for Reporting Child Abuse and Neglect

What are the District's policies addressing child abuse or neglect and my responsibilities for reporting suspected child abuse or neglect?

The applicable District policies—FFG(LEGAL) and (LOCAL), GRA(LEGAL) and (LOCAL), and DH(LOCAL) and (EXHIBIT)—are enclosed in this packet. This distribution is required by state law. At regular intervals, these policies will be addressed in staff development as well. If you have any questions about these policies, please contact the executive director - student services at (469) 593-0365.

What are my legal responsibilities for reporting if I suspect that a child has been or may be abused or neglected?

Anyone who suspects that a child has been or may be abused or neglected has a legal responsibility, under state law, for reporting the suspected abuse or neglect to law enforcement or to Child Protective Services (CPS).

Any District employee, agent, or contractor has an additional legal obligation to submit the oral or written report within 48 hours of learning of the facts giving rise to the suspicion.

An employee will make a report if the employee has cause to believe that an adult was a victim of abuse or neglect as a child and the employee determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

Are there any restrictions on reporting?

Under state law, an employee is prohibited from using or threatening to use a parent's refusal to consent to administration of a psychotropic drug or to any other psychiatric or psychological testing or treatment of a child as the sole basis for making a report of neglect, unless the employee has cause to believe that the refusal:

- Presents a substantial risk of death, disfigurement, or bodily injury to the child; or
- Has resulted in an observable and material impairment to the growth, development, or functioning of the child.

To whom do I make a report?

Reports may be made to any of the following:

- A law enforcement agency: The Richardson Police Department, at (972) 744-4800, or the Dallas Police Department, at (214) 744-4444;
- The CPS division of the Texas Department of Family and Protective Services at (800) 252-5400 or [Texas Abuse Hotline Website](#)¹; or

- If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to CPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility.

Reporting your suspicion to a school counselor, a principal, or another school staff member does NOT fulfill your responsibilities under the law. Furthermore, the District cannot require you to report your suspicion first to a school administrator.

Will my report be kept confidential?

State law requires that the identity of a person making a report of suspected child abuse or neglect be kept confidential.

Will I be liable in any way for making a report?

A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

What will happen if I don't report suspected child abuse or neglect?

By failing to report a suspicion of child abuse or neglect:

- You may be placing a child at risk of continued abuse or neglect;
- You are violating the law and may be subject to legal penalties, including criminal sanctions;
- You are violating Board policy and may be subject to disciplinary action, including possible termination of your employment; and
- Your certification from the State Board for Educator Certification may be suspended, revoked, or canceled.

What are my responsibilities regarding investigations of abuse or neglect?

State law specifically prohibits school officials from:

- Denying an investigator's request to interview a child at school in connection with an investigation of child abuse or neglect; or
- Requiring that a parent or school employee be present during the interview.

School personnel must cooperate fully and may not interfere with an investigation of reported child abuse or neglect.

¹ Texas Abuse Hotline Website: <http://www.txabusehotline.org>

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Each District employee shall perform his or her duties in accordance with state and federal law, District policy, and ethical standards. The District holds all employees accountable to the Educators' Code of Ethics. [See DH(EXHIBIT)]

Each District employee shall recognize and respect the rights of students, parents, other employees, and members of the community and shall work cooperatively with others to serve the best interests of the District.

An employee wishing to express concern, complaints, or criticism shall do so through appropriate channels. [See DGBA]

Violations of Standards of Conduct

Each employee shall comply with the standards of conduct set out in this policy and with any other policies, regulations, and guidelines that impose duties, requirements, or standards attendant to his or her status as a District employee. Violation of any policies, regulations, or guidelines, including intentionally making a false claim, offering a false statement, or refusing to cooperate with a District investigation, may result in disciplinary action, including termination of employment. [See DCD and DF series]

Weapons Prohibited

The District prohibits the use, possession, or display of any firearm, location-restricted knife, club, or prohibited weapon, as defined at FNCG, on District property at all times.

Exceptions

No violation of this policy occurs when:

1. A District employee who holds a Texas handgun license stores a handgun or other firearm in a locked vehicle in a parking lot, parking garage, or other parking area provided by the District, provided the handgun or other firearm is not loaded and not in plain view; or
2. The use, possession, or display of an otherwise prohibited weapon takes place as part of a District-approved activity supervised by proper authorities. [See FOD]

Electronic Communication

Use with Students

A certified employee, licensed employee, or any other employee designated in writing by the Superintendent or a campus principal may use electronic communication, as this term is defined by law, with currently enrolled students only about matters within the scope of the employee's professional responsibilities.

Unless an exception has been made in accordance with the employee handbook or other administrative regulations, an employee shall not use a personal electronic communication platform, application, or account to communicate with currently enrolled students.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Unless authorized above, all other employees are prohibited from using electronic communication directly with students who are currently enrolled in the District. The employee handbook or other administrative regulations shall further detail:

1. Exceptions for family and social relationships;
2. The circumstances under which an employee may use text messaging to communicate with individual students or student groups;
3. Hours of the day during which electronic communication is discouraged or prohibited; and
4. Other matters deemed appropriate by the Superintendent or designee.

In accordance with ethical standards applicable to all District employees [see DH(EXHIBIT)], an employee shall be prohibited from using electronic communications in a manner that constitutes prohibited harassment or abuse of a District student; adversely affects the student's learning, mental health, or safety; includes threats of violence against the student; reveals confidential information about the student; or constitutes an inappropriate communication with a student, as described in the Educators' Code of Ethics.

An employee shall have no expectation of privacy in electronic communications with students whether the communication occurs on a District-owned or personal device. Each employee shall comply with the District's requirements for records retention and destruction to the extent those requirements apply to electronic communication. [See CPC]

Personal Use

All employees shall be held to the same professional standards in their public use of electronic communication as for any other public conduct. If an employee's use of electronic communication violates state or federal law or District policy, or interferes with the employee's ability to effectively perform his or her job duties, the employee is subject to disciplinary action, up to and including termination of employment.

Reporting Improper Communication

In accordance with administrative regulations, an employee shall notify his or her supervisor when a student engages in improper electronic communication with the employee.

Disclosing Personal Information

An employee shall not be required to disclose his or her personal email address or personal phone number to a student.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Safety Requirements Each employee shall adhere to District safety rules and regulations and shall report unsafe conditions or practices to the appropriate supervisor.

Discrimination, Harassment, or Abuse An employee shall not engage in prohibited harassment, including sexual harassment, of:

1. Other employees. [See DIA]
2. Students. [See FFH; see FFG regarding child abuse and neglect.]

While acting in the course of employment, an employee shall not engage in prohibited discrimination or harassment, including sexual harassment, of other persons, including Board members, vendors, contractors, volunteers, or parents. An employee shall not retaliate against any person who makes a complaint of unlawful harassment or discrimination or who provides information to the District in connection with any investigation of such complaints.

An employee shall report child abuse or neglect as required by law. [See FFG]

Relationships with Students An employee shall not form romantic or other inappropriate social relationships with students. Any sexual relationship between a student and a District employee is always prohibited, even if consensual. [See FFH]

As required by law, the District shall notify the parent of a student with whom an educator is alleged to have engaged in certain misconduct. [See FFF]

Tobacco and E-Cigarettes An employee shall not smoke or use tobacco products and/or e-cigarettes or vapor products on District property; in District vehicles, including buses; at school facilities; on open air property, including parking lots; at outdoor athletic fields, outdoor seating areas, and practice fields; or on other property used for school-sponsored activities. [See GKA]

Alcohol and Drugs / Notice of Drug-Free Workplace As a condition of employment, an employee shall abide by the terms of the following drug-free workplace provisions. An employee shall notify the Superintendent in writing if the employee is convicted for a violation of a criminal drug statute occurring in the workplace within three calendar days in accordance with Arrests, Indictments, Convictions, and Other Adjudications, below.

An employee shall not manufacture, distribute, dispense, possess, use, or be under the influence of any of the following substances during working hours while on District property or at school-related activities during or outside of usual working hours:

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

1. Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
2. Alcohol or any alcoholic beverage.
3. Any abusable glue, aerosol paint, or any other chemical substance for inhalation.
4. Any other intoxicant or mood-changing, mind-altering, or behavior-altering drug.

An employee need not be legally intoxicated to be considered "under the influence" of a controlled substance.

Exceptions

It shall not be considered a violation of this policy if the employee:

1. Manufactures, possesses, or dispenses a substance listed above as part of the employee's job responsibilities;
2. Uses or possesses a controlled substance or drug authorized by a licensed physician prescribed for the employee's personal use. An employee who uses such drugs must inform his or her supervisor in advance if the use could impair the employee's ability to perform assigned job duties safely and effectively; or
3. Possesses a controlled substance or drug that a licensed physician has prescribed for the employee's child or other individual for whom the employee is a legal guardian.

Sanctions

An employee who violates these drug-free workplace provisions shall be subject to disciplinary sanctions. Sanctions may include:

1. Referral to drug and alcohol counseling or rehabilitation programs;
2. Referral to employee assistance programs;
3. Termination from employment with the District; and
4. Referral to appropriate law enforcement officials for prosecution.

Notice

Employees shall receive a copy of this policy.

**Arrests, Indictments,
Convictions, and
Other Adjudications**

An employee shall notify his or her principal or immediate supervisor within three calendar days of any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the employee for any felony, any offense involving moral turpitude, and any of the other offenses as indicated below:

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

1. Crimes involving school property or funds;
2. Crimes involving attempt by fraudulent or unauthorized means to obtain or alter any certificate or permit that would entitle any person to hold or obtain a position as an educator;
3. Crimes that occur wholly or in part on school property or at a school-sponsored activity; or
4. Crimes involving moral turpitude, which include:
 - Dishonesty; fraud; deceit; theft; misrepresentation;
 - Deliberate violence;
 - Base, vile, or depraved acts that are intended to arouse or gratify the sexual desire of the actor;
 - Felony possession or conspiracy to possess, or any misdemeanor or felony transfer, sale, distribution, or conspiracy to transfer, sell, or distribute any controlled substance defined in Chapter 481 of the Health and Safety Code;
 - Felony driving while intoxicated (DWI); or
 - Acts constituting abuse or neglect under the Texas Family Code.

Dress and Grooming

An employee's dress and grooming shall be clean, neat, in a manner appropriate for his or her assignment, and in accordance with any additional standards established by his or her supervisor and approved by the Superintendent.

The standards set out herein are intended to promote community values and enhance an orderly educational environment, and shall not be applied to unlawfully infringe on any individual's religious beliefs or protected speech. A District employee should serve as a role model, exemplifying high standards of professional appearance, to instill community values and proper grooming and hygiene. An employee shall be expected to maintain dress and grooming habits that project a professional image for the employee, school, and District. Attire that is provocative or revealing, sloppy, too tight, or likely to be distracting is not considered professional or appropriate. An employee should not wear outside his or her clothing, or otherwise allow to be visible, any jewelry or similar artifacts that are obscene, distracting, or that may cause disruptions to the educational environment.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

An administrator shall have the discretion to determine appropriate attire and grooming and should notify employees when their dress or grooming fails to comply with these standards.

Conduct Guidelines

The District expects an employee to exhibit a high degree of professionalism and good judgment and conduct him or herself in an appropriate manner at all times when on District property or otherwise performing services for the District and to set a positive example for students and other employees in their personal habits and actions.

A District employee shall:

1. Maintain an atmosphere conducive to good behavior.
2. Be in regular attendance and on time, and be prepared to perform their duties with appropriate working materials.
3. Exhibit an attitude of respect toward individuals and property and conduct themselves in a responsible manner.
4. Plan a flexible curriculum to meet the needs of all students.
5. Promote effective training and discipline based upon fair and impartial treatment of all students.
6. Encourage parents or guardians to keep in regular communication with the school and encourage parental participation in school affairs.
7. Develop and maintain a cooperative working relationship among staff and students.
8. Obey District and school policies, regulations, and administrative directives.
9. Cooperate with District administrators or other officials during any investigations or inquiries into complaints or reports of misconduct, unlawful activities, or other matters affecting District operations.
10. Comply with all professional and ethical standards applicable to the employee's profession or the continued eligibility for licensure.
11. Interact in a professional and appropriate manner with students, parents, and other District employees.

Employees Duty to Report

A District employee shall be responsible for protecting District assets and is expected to be alert to the potential for theft of property, services, or anything of value, fraud, misappropriation, or financial impropriety.

EMPLOYEE STANDARDS OF CONDUCT

DH
(LOCAL)

Any employee who knows of or suspects an occurrence of theft, fraud, misappropriation, or impropriety shall immediately notify his or her supervisor. If the employee has reason to believe the supervisor may be involved, the employee should notify the Superintendent.

**CPS Investigations
at School**

A school official may not refuse to permit a Child Protective Services (CPS) investigator to interview at school a student who is alleged to be a victim of abuse or neglect under Family Code 261. A school official may not require the CPS investigator to permit district personnel to be present at a student interview conducted at school. *Family Code 261.302(b), .303(a); Atty. Gen. Op. DM-476 (1998)*

A person that has confidential locating or identifying information regarding a family that is the subject of a CPS investigation shall release that information to the Texas Department of Family and Protective Services (DFPS) on request. The release of information to DFPS as required by this subsection by a person is not subject to Government Code 552.352 or any other law providing liability for the release of confidential information. *Family Code 261.303(e)*

**CPS Investigations
of Schools**

On receipt of a report of alleged or suspected child abuse or neglect in a public school, DFPS shall perform an investigation as provided by Family Code 261. Investigations of school personnel or volunteers for child abuse or neglect shall be conducted by CPS in accordance with the procedures adopted in DFPS rule. *Family Code 261.406; 40 TAC 700.401–.412*

Notice to Principal

Prior to conducting an investigation of school personnel or volunteers, CPS shall notify the school principal (or the principal's supervisor if the school principal is an alleged perpetrator) of the fact that a report has been assigned for investigation, the nature of the allegations contained in the report, and the date and time when the investigator plans to visit the school campus to begin the investigation.

The CPS investigator must request that the school principal (or the principal's supervisor) not alert the alleged perpetrator or others regarding the report until the investigator has had an opportunity to interview the alleged perpetrator.

40 TAC 700.407

Interviews

School officials or other persons related to the school setting may not interfere with an investigation of a report of child abuse or neglect conducted by DFPS. Interviews and examinations in a school investigation may take place on or off the school premises, as deemed appropriate by the CPS investigator, provided the investigator notifies the school principal (or that individual's supervisor in the event that the principal is the alleged perpetrator) prior to conducting an interview or examination on school premises.

RELATIONS WITH GOVERNMENTAL ENTITIES
STATE AND LOCAL GOVERNMENTAL AUTHORITIES

GRA
(LEGAL)

Participants

CPS may request that school personnel or volunteers not be present during the interview or examination of an alleged victim, an alleged perpetrator, an adult or child witness, or any other person who may have information relevant to the investigation if the investigator determines that:

1. The presence of school personnel or volunteers would compromise the integrity of the investigation; or
2. A better interview or examination of the child would result without school personnel or volunteers being present.

Family Code 261.303; 40 TAC 700.409(a)

Report of Findings

After DFPS has closed the school investigation, DFPS shall provide a report of the investigation, redacted to remove the identity of the reporter, to TEA (Director of Education Investigations). On request, DFPS shall provide a redacted copy of the report to the following:

1. State Board for Educator Certification;
2. The president of the school board;
3. The superintendent; and
4. The school principal, unless the principal is the alleged perpetrator.

Notice need not be provided to a school official if a report of abuse or neglect is closed administratively prior to notification to any school official that a report was received by DFPS.

40 TAC 700.411(a), (e)

Students Taken into Custody

A child may be taken into custody under Family Code Title 3 (Juvenile Justice Code):

1. Pursuant to an order of the juvenile court.
2. Pursuant to the laws of arrest.
3. By a law enforcement officer, including a school district peace officer, if there is probable cause to believe the student has engaged in a criminal violation, delinquent conduct, conduct indicating a need for supervision, or conduct that violates a condition of probation.
4. By a probation officer, if there is probable cause to believe the student has violated a condition of probation or a condition of release.

5. Pursuant to a directive to apprehend issued by a juvenile court.
6. By a law enforcement officer, to take the child's fingerprints or photograph, as set forth at Family Code 58.0021.

Family Code 52.01(a), 58.0021

In addition, a child may be taken into custody without a court order:

1. By an authorized representative of the DFPS, a law enforcement officer, or a juvenile probation officer under the conditions set out in Family Code 262.104, relating to the student's physical health or safety; or
2. As otherwise provided by Family Code Chapter 262 (Suit by Governmental Entity to Protect Health and Safety of Child).

Family Code Ch. 262

Students in Custody

A person taking a child into custody may, if school is in session and the child is a student, bring the child to the campus to which the child is assigned if the principal, the principal's designee, or a peace officer assigned to the campus agrees to assume responsibility for the child for the remainder of the school day. *Family Code 52.02(a)(7)*

**Child Abuse
Investigation**

When a representative of the Department of Family and Protective Services or another lawful authority requests to question or interview a student at school as part of a child abuse investigation, the principal shall cooperate fully with the official's requests regarding the conditions of the interview or questioning.

**Other Questioning of
Students**

When law enforcement officers or other lawful authorities request to question or interview a student at school for any purpose other than a child abuse investigation, the following guidelines shall apply:

1. The principal shall verify and record the identity of the officer or other authority and request an explanation of the need to question or interview the student at school.
2. If the principal determines that the interview may proceed, the principal shall ensure that such interview does not unduly interfere or disrupt the student's school day or campus operations.
3. The principal ordinarily shall make reasonable efforts to notify the student's parent or other person having lawful control of the student. If the interviewer raises what the principal considers to be a valid objection to the notification, the parent shall not be notified in advance of the interview.
4. The principal or a designee ordinarily shall be present during the questioning or interview. If the interviewer raises what the principal considers to be a valid objection to a third party's presence, the interview may be conducted without that person's presence.

**Students Taken into
Custody**

Before a student at school is arrested or taken into custody by a law enforcement officer or other legally authorized person, the principal shall verify the official's identity. To the best of his or her ability, the principal shall verify the official's authority to take custody of the student and then shall deliver over the student.

The principal shall immediately notify the Superintendent or designee and general counsel and ordinarily shall notify the parent or other person having lawful control of the student. If the officer or other authorized person raises what the principal considers to be a valid objection to notifying the parent at that time, the principal shall not notify the parent.

[See FO for notification requirements by the campus behavior coordinator under Education Code Chapter 37.]

Child Abuse/Neglect: Principal Communication and Staff Responsibilities

It is the principal's responsibility to make all building staff aware of the following information based upon District policies FFG(LEGAL); FFG(LOCAL); FFG(EXHIBIT); GRA(LEGAL); GRA(LOCAL); DH(LEGAL); DH(LOCAL); DH(EXHIBIT).

Legal Responsibilities to Report

1. *All* District employees, agents, or contractors who suspect that a child or a disabled person over the age of 18 or who has had the disabilities of minority removed, has been or may be abused or neglected have a legal responsibility, under state law, to personally report the suspected abuse or neglect to law enforcement officials or to Child Protective Services (CPS).
2. The *oral, written, or on-line* report of suspected abuse or neglect must always be made to The Texas Department of Family and Protective Services (DFPS) (1-800-252-5400) *within 48 hours* of learning of the facts. There are three (3) ways to make a report:
 - A. The DFS phone number is 1-800-252-5400
 - B. The On-line report is made to <https://www.txabusehotline.org>
 - C. The address to send a written report is:
Texas Department of Family and Protective Services
P.O. Box 149030
Austin, TX 78714-9030

For help in writing a report, see the form following this information, *Confidential Report of Suspected Child Abuse/Neglect*.

3. In addition, a report may be made to:
 - A. A local or state law enforcement agency
 - 1) Dallas Police Department –
Child Endangerment Program: Youth's Family Division at 214-671-4220
 - 2) Richardson Police Department – Ask for Sergeant in Charge of Youth Services at 911
 - 3) Garland Police Department – 972-205-2040
 - B. If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.
4. Reporting your suspicion to a counselor, nurse, principal, or another staff member or school official *does not* fulfill your responsibilities under the law.
5. The District cannot require school personnel to first report suspicions of child abuse or neglect to a school administrator prior to making the report to the agencies included in #2 above.

Confidentiality

State law requires that the identity of a person making a report of suspected child abuse or neglect be kept confidential.

Liability

A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

Penalties for Not Reporting Suspected Child Abuse or Neglect

A person commits a Class A misdemeanor if he/she has cause to believe that a child's physical or mental health or welfare has been or may be adversely affected by abuse or neglect and knowingly fails to report it as provided by law (*Family Code 261.109*). An employee who coerces another into suppressing or failing to report of child abuse or neglect commits a Class C misdemeanor offense (*Penal Code 39.06*).

Failure to report child abuse or neglect violates the Educator's Code of Ethics and may result in sanctions against an educator's certificate as addressed in *19 TAC 249; 19 TAC 61.1051*. (A violation of Board policy may be subject to disciplinary action, including possible termination of employment. An educator's State Board of Education Certification may be suspended, revoked, or canceled.) Failing to report suspicion of child abuse or neglect may be placing a child at risk of continued abuse or neglect.

Investigation

District officials shall permit an authorized official who is conducting a child abuse investigation to conduct the required interview with the child at any reasonable time at the child's school. The District shall cooperate with law enforcement officials and CPS child abuse investigations without the consent of child's parents if necessary. Child Protective Services and law enforcement officials may need to take photographs during the investigation. Interviews and examinations in a school investigation may take place on or off the school premises, as deemed appropriate by the CPS investigator provided that the principal is notified prior to the interview [*GRA(LEGAL)*].

Removal/Custody

The District shall permit a student to be taken into custody by an authorized representative of Child Protective Services or law enforcement official without a court order [*GRA(LEGAL) Family Code 262.104*]. Complete the *Acknowledgement of Removal by Legal Authorities Form* (see in this document) [*FFG (EXHIBIT B)*]. This form must be kept on file by the school; a copy may be given to the person taking custody of the student.

Annual Distribution of Policies/Guidelines Required

The District Policies on child abuse and neglect shall be distributed to all personnel annually at the beginning of each school year through the Division of Human Resources.

Staff Development

Staff development programs on child abuse and neglect shall be provided at regular intervals.

General Questions and Answers Concerning Responsibility to Report

Will my report be kept confidential?

State law requires that the identity of a person making a report of suspected child abuse or neglect be kept confidential.

Will I be liable in any way for making a report?

A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

What will happen if I don't report suspected child abuse or neglect?

By failing to report a suspicion of child abuse or neglect:

- You may be placing a child at risk or continued abuse or neglect;
- You are violating the law and may be subject to legal penalties, including criminal sanctions;
- You are violating Board policy and may be subject to disciplinary action, including possible termination of your employment; and
- Your certification from the State Board of Educator Certification may be suspended, revoked, or canceled.

What are my responsibilities regarding investigations of abuse or neglect?

State law specifically prohibits school officials from:

- Denying an investigator's request to interview a child at school in connection with an investigation of child abuse or neglect; or
- Requiring that a parent or school employee be present during the interview.

School personnel must cooperate fully and may not interfere with an investigation of reported child abuse or neglect.

Contact Person: Chief Executive Director of Student Services

Cross Reference: Texas Family Code: 261.101(a); 261.101(b); 261.103; 261.104; 261.106; 261.111(b); TAC §61.1051; TEC §38.004; Penal Code 21.11; FFG(LEGAL); FFG(LOCAL); FFG(EXHIBIT); GRA(LEGAL); GRA(LOCAL); DH(LEGAL); DH(LOCAL); DH(EXHIBIT)

Last Reviewed: June 2019

Confidential

**Optional Report of Suspected Child Abuse/Neglect
(for school personnel files)**

Name of Child: _____ Date of Birth: _____

Name of Father: _____ Name of Mother: _____

Address of Parents: _____

Home Phone: _____ Business Phone: _____

With Whom Does the Child Reside if Not Living in Home With Parents?

Name: _____ Phone: _____

Address: _____

Describe Basis of Suspected Child Abuse or Neglect:

Names and Ages of Other Children Living in the Same Residence:

Signature of Person
Reporting Abuse Case

Date Referred to Child Welfare
Law Enforcement Official

Case Number/Case Worker: _____

School

District

Phone

Date Suspected Abuse or Neglect
First Noted, If Different From Above

Date That This Report Was
Submitted to CPS

CPS Report must be made within 48 hours

Notice of Employee Responsibilities for Reporting Child Abuse and Neglect (EXHIBIT A)

What are the District's policies addressing child abuse or neglect and my responsibilities for reporting suspected child abuse or neglect?

The applicable District policies – FFG(LEGAL), FFG(LOCAL), and FFG(EXHIBIT), GRA(LEGAL) and GRA(LOCAL), and DH(LOCAL) and DH(EXHIBIT) – that are included with this document must be followed as required by state law. The District will address these policies in staff development at regular intervals, as well. If you have any questions about these policies, please contact the Chief Executive Director of Student Services at (469) 593-0365.

What are my legal responsibilities for reporting if I suspect that a child has been or may be abused or neglected?

Anyone who suspects that a child has been or may be abused or neglected has a legal responsibility, under state law, for reporting the suspected abuse or neglect to law enforcement or to Child Protective Services (CPS).

Any District employee, agent, or contractor has an additional legal obligation to submit the oral or written report within 48 hours of learning of the facts giving rise to the suspicion.

An employee will make a report if the employee has cause to believe that an adult was a victim of abuse or neglect as a child and the employee determines in good faith that disclosure of the information is necessary to protect the health and safety of another child or an elderly or disabled person.

Are there any restrictions on reporting?

Under state law, an employee is prohibited from using or threatening to use a parent's refusal to consent to administration of a psychotropic drug or to any other psychiatric or psychological testing or treatment of a child as the sole basis for making a report of neglect, unless the employee has cause to believe that the refusal:

- Presents a substantial risk of death, disfigurement, or bodily injury to the child; or
- Has resulted in an observable and material impairment to the growth, development, or functioning of the child.

To whom do I make a report?

Reports may be made to any of the following:

- A law enforcement agency: The Richardson Police Department, at (972) 744- 4800, or the Dallas Police Department, at (214) 744-4444;
- The CPS division of the Texas Department of Family and Protective Services, at (800) 252-5400 or on the web at www.txabusehotline.org; or
- If applicable, the state agency operating, licensing, certifying, or registering the facility in which the suspected abuse or neglect occurred.

However, if the suspected abuse or neglect involves a person responsible for the care, custody, or welfare of the child, the report must be made to CPS, unless the report is to the state agency that operates, licenses, certifies, or registers the facility where the suspected abuse or neglect took place; or the report is to the Texas Juvenile Justice Department as a report of suspected abuse or neglect in a juvenile justice program or facility.

Reporting your suspicion to a school counselor, a principal, or another school staff member does NOT fulfill your responsibilities under the law. Furthermore, the District cannot require you to report your suspicion first to a school administrator.

Will my report be kept confidential?

State law requires that the identity of a person making a report of suspected child abuse or neglect be kept confidential.

Will I be liable in any way for making a report?

A person who in good faith reports or assists in the investigation of a report of child abuse or neglect is immune from civil or criminal liability.

What will happen if I don't report suspected child abuse or neglect?

By failing to report a suspicion of child abuse or neglect:

- You may be placing a child at risk of continued abuse or neglect;
- You are violating the law and may be subject to legal penalties, including criminal sanctions;
- You are violating Board policy and may be subject to disciplinary action, including possible termination of your employment; and
- Your certification from the State Board for Educator Certification may be suspended, revoked, or canceled.

What are my responsibilities regarding investigations of abuse or neglect?

State law specifically prohibits school officials from:

- Denying an investigator's request to interview a child at school in connection with an investigation of child abuse or neglect; or
- Requiring that a parent or school employee be present during the interview.

School personnel must cooperate fully and may not interfere with an investigation of reported child abuse or neglect.

Regarding Psychotropic Drugs and Psychological Testing

An employee may not use or threaten to use the refusal of a parent, guardian, or managing or possessory conservator to administer or consent to the administration of a psychotropic drug to a child, or to consent to any other psychiatric or psychological testing or treatment of the child, as the sole basis for making a report of neglect, unless the employee has cause to believe that the refusal:

- Presents a substantial risk of death, disfigurement, or bodily injury to the child; or
- Has resulted in an observable and material impairment to the growth, development, or functioning of the child.

Removal of Student From Campus By Legal Authorities - (Refer to Board Policy GRA)

1. Complete this form any time a student is removed from campus by any person other than the student's parent/legal guardian or a person to whom the parent/legal guardian has given written authorization.
2. Attach a photocopy of the removing person's badge or other official identification.
3. Maintain the removal form in the student's file unless the campus has identified another filing location.
4. If more than one student is removed, complete a separate form for each student.
5. A copy may be provided to the person removing the student.

(See next page for form)

REMOVAL OF STUDENT FROM CAMPUS BY LEGAL AUTHORITIES

(Refer to Board Policy GRA)

Date: _____

Student Name: _____ **Campus:** _____

Person Requesting Removal: _____
Name Title

Agency (e.g., police department, CPS, etc.): _____

Reason for Removal: _____

Parent Notified Prior to Removal: YES NO (If "NO," explain why parent not contacted)

Other Information: _____

Campus Administrator's Signature: _____
Name/Title Date

My signature below confirms that I have requested that the Richardson Independent School District release the student named above to me. I represent that I am legally authorized to remove the student and I assume the duty of reasonable care for the safety and welfare of the student while he/she is in my possession.

Signature of Person Requesting Removal: _____

Date of Removal: _____ **Time of Removal:** _____

Child Find

Child Find Duty

Child Find is a component of the Individuals with Disabilities Education Improvement Act (IDEA) 2004 that requires States and Local Agencies (school districts and charter schools) to identify, locate, and evaluate all children with disabilities residing in the State, regardless of the severity of their disabilities, and who are in need of special education and related services (*34 CFR§ 300.111*). Child Find is a continuous process of public awareness activities, screening and evaluation designed to locate, identify, and evaluate children with disabilities who are in need of Early Childhood Intervention (ECI) Programs (Part C) or Special Education and Related Services (Part B).

Referral Process, 19 TAC §89.1011

Referral of students for consideration of Section 504 and special education services shall be a part of the district's overall general education referral system.

Prior to referral, students experiencing difficulty in the general education classroom should be considered for those support services available to all students, such as tutorial, remedial, compensatory programs, academic interventions, and other services.

Referral for full and individual initial evaluation may be initiated by school personnel, the student's parents or legal guardian, or another person involved in the education or care of the student. Referrals may include students previously served by special education and dismissed; students from private schools, home schools; and homebound or hospitalized students.

Contact Person: Executive Director of Special Student Services and Director of Section 504

Cross Reference: TAC 1412(a)(3)(A)

Last Reviewed: June 2019

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020
Department: Technology
Submitted by: Henry Hall, Chief Technology Officer

INFORMATION ITEM

TOPIC: Review Child Internet Protection Act Policies

BACKGROUND INFORMATION:

Since 1998, RISD has received discounts for qualifying technology purchases under the E-Rate Program. E-Rate recipients must comply with the Children’s Internet Protection Act (CIPA). CIPA became effective in 2000 and is designed to improve Internet safety for children. We review the District’s internet safety policies with the Board annually. Eligible schools and libraries may apply for support for internet access and internal connections services from the Universal Service Fund (USF), the organization that administers CIPA. As a condition of receiving available support and services, a school must certify that it is enforcing a policy of internet safety that includes measures to block or filter Internet access for both minors and adults to certain content. The technology protection measures must protect against access by adult and minors to visual depictions that are obscene, child pornography, or with respect to a minor’s use of computers with internet access harmful to minors. CIPA allows a district to disable the screens and filters for adults engaged in bona fide research or other lawful purposes. For schools, the policy must also include monitoring the online activities of minors.

RISD uses several mechanisms to monitor and control web browsing by students and staff:

- Most internet browsing is monitored by a web content filter. The filter being used for the 2020-2021 school year is ContentKeeper Technologies (Content Keeper)- <https://www.contentkeeper.com>. The Content Keeper is able to inspect encrypted (HTTPS) web traffic as well as unencrypted (HTTP) traffic. The Content Keeper can monitor and block access based on several criteria, including:
 - Traditional category-based filtering
 - The application type, such as file transfer, online gaming, or social media.
 - Web 2.0 Controls for more granular control over some web sites
 - Attempted upload of specific file types

- The Content Keeper can enforce the safe-search option for Google, Bing, and other major search engines. Note that it is the search engine provider that determines what is “safe,” so it is possible that school-inappropriate material could be returned for a search even when the safe-search option is being enforced.
- The Content Keeper can also enforce YouTube’s Restricted Mode, which blocks access to videos designated by YouTube as “inappropriate”. Teachers can override the restriction for individual videos that they determine are appropriate for students to view.
- The Content Keeper can apply different levels of access to different groups of users. All web access is logged and can be reviewed as necessary.
- The Content Keeper is implemented as a passive monitor. All traffic to and from the Internet pass through the filter for monitoring.
- Microsoft’s Windows Defender, Malwarebytes Endpoint Protection, Apple’s XProtect, Cisco’s AMP, Umbrella, Stealthwatch, and Cloudlock are in place to protect servers and clients from malware and viruses.

While still complying with its duties under CIPA, the District has attempted to customize the filtering to provide flexibility and ensure our educational goals are met. For example, staff have access to certain sites that may be useful in carrying out their job responsibilities to which student access is blocked. High school students have broader access than junior high and elementary students.

RISD’s Board Policy CQ (Local) and policy frame work CQ (Legal) – Electronic Communication and Data Management address Internet safety. The policy addresses the following issues as required by CIPA:

- Access by minors to inappropriate matter on the Internet and World Wide Web.
- The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications.
- Unauthorized access including “hacking” and other unlawful activities by minors online.
- Unauthorized disclosure, use, and dissemination of personal information regarding minors.
- Measures designed to restrict minors’ access to materials harmful to minors.

Copies of the local policy and legal framework are attached for your review.

The Technology Operating Guide further sets out expectations for appropriate use of the District’s technology resources. Both the *Student and Parent Guidebook* and the *Employee Handbook* also address acceptable use of such resources and discuss the consequences for inappropriate use.

SUPERINTENDENT'S RECOMMENDATION:

The Superintendent presents the information concerning the District’s compliance with the Child Internet Protection Act and its Internet safety policies for your information and review.

Note: For Board member use of District technology resources, see BBI. For student use of personal electronic devices, see FNCE.

For purposes of this policy, "technology resources" means electronic communication systems and electronic equipment.

Availability of Access

Access to the District's technology resources, including without limit, its telephone system, computer networks, electronic mail systems, videoconferencing systems, and its internet and intranet access capabilities, shall be made available to students and employees primarily for educational and administrative purposes.

Limited Personal Use

Limited personal use of the District's technology resources shall be permitted if the use:

1. Imposes no tangible cost on the District;
2. Does not unduly burden the District's technology resources;
3. Does not interfere with the employee's job performance or the student's academic performance;
4. Has no for-profit commercial use;
5. Is not for the purpose of political campaigning or religious proselytizing; and
6. Does not otherwise violate the District's policies or federal, state, or local law.

Use by Members of the Public

Access to the District's technology resources, including without limit, its telephone system, computer networks, electronic mail systems, videoconferencing systems, and its internet and intranet access capabilities, shall also be made available to members of the public, in accordance with applicable administrative regulations. Such use may be permitted so long as the use:

1. Imposes no tangible cost on the District; and
2. Does not unduly burden the District's technology resources.

Acceptable Use

The Superintendent or designee shall develop and implement administrative regulations, guidelines, and user agreements, consistent with the purposes and mission of the District and applicable law as necessary to administer this policy. [See Technology Operating Guide]

Access to the District's technology resources is a privilege, not a right. All users (or parents of students, as appropriate) shall receive

administrative guidelines governing use of the technology resources. The District reserves the right to monitor all activity on its technology resources.

The District expects that all users will transmit information only in an appropriate and responsible manner. Any display or transmission of obscene or sexually explicit images, messages, or cartoons, or any display or transmission of child pornography or other depictions that would be harmful to minors, or any use of the technology resources that contains ethnic or racial slurs or epithets, or any material that might be construed as harassing or disparaging of others on the grounds of race, national origin, sex, age, religion, or disability shall be in violation of this policy and is strictly prohibited.

Standards of student and employee conduct as stated in the Student Code of Conduct, employee handbook, and Board policies shall apply to all online activity.

Internet Safety

The Superintendent or designee shall develop and implement an internet safety plan to:

1. Control students' access to inappropriate materials, as well as to materials that are harmful to minors;
2. Ensure student safety and security when using electronic communications;
3. Prevent unauthorized access, including hacking and other unlawful activities;
4. Restrict unauthorized disclosure, use, and dissemination of personally identifiable information regarding students; and
5. Provide training to educate students about appropriate online behavior, including interactions and communications on social networking websites and chat rooms, and awareness of and response to cyberbullying.

Filtering

Each District computer with internet access and the District's network systems shall have filtering devices or software that blocks access to visual depictions that are obscene, pornographic, inappropriate for students, or harmful to minors, as defined by the federal Children's Internet Protection Act and as determined by the Superintendent or designee.

The Superintendent or designee shall enforce the use of such filtering devices. Upon approval from the Superintendent or designee, an administrator, supervisor, or other authorized person

may disable the filtering device for bona fide research or other lawful purpose.

Monitored Use

Electronic mail transmissions and other use of the District's technology resources by students, employees, and members of the public shall not be considered private and may be monitored, reviewed, audited, intercepted, accessed, or disclosed at any time by designated District staff to ensure appropriate use and compliance with this policy.

Confidentiality of Information

Information transmitted via the District's technology resources, including the disclosure, use, and dissemination of personal information concerning minors shall be considered confidential District information and may not be disclosed to persons other than the intended recipient without prior authorization. Users must closely monitor their system passwords. To maintain the integrity of the District's technology resources, users shall not disclose their passwords to any other person. No user should attempt to gain access to another user's electronic mailbox, telephone voicemail box, computer files, or internet account unless expressly authorized to do so by the user whose systems are being accessed, or by an authorized representative of the District. Any user who receives information such as electronic mail messages in error shall not read the message, but shall instead return the message to the sender. Unauthorized access or attempts to access the District's technology resources are strictly prohibited and shall result in appropriate disciplinary action.

Disclaimer of Liability

The District shall not be liable for users' inappropriate use of the District's technology resources, violations of copyright restrictions or other laws, users' mistakes or negligence, and costs incurred by users. The District shall not be responsible for ensuring the availability of the District's technology resources or the accuracy, age appropriateness, or usability of any information found on the internet.

Violations / Sanctions

Noncompliance with this policy may result in suspension of access or termination of privileges and other disciplinary action consistent with Board policies and state law. [See the employee handbook and the Student Code of Conduct, Categories I and II, and Board policies DH, FN series, and FO series] Violations of law may result in criminal prosecution as well as disciplinary action by the District. Persons whose violations of this policy result in system disruption or damage may be responsible for reimbursement of costs incurred in system restoration.

Record Retention

A District employee shall retain electronic records, whether created or maintained using the District's technology resources or using personal technology resources, in accordance with the District's record management program. [See CPC]

Electronically Signed Documents

At the District's discretion, the District may make certain transactions available online, including student admissions documents, student grade and performance information, contracts for goods and services, and employment documents.

To the extent the District offers transactions electronically, the District may accept electronic signatures in accordance with this policy.

When accepting electronically signed documents or digital signatures, the District shall comply with rules adopted by the Department of Information Resources, to the extent practicable, to:

- Authenticate a digital signature for a written electronic communication sent to the District;
- Maintain all records as required by law;
- Ensure that records are created and maintained in a secure environment;
- Maintain appropriate internal controls on the use of electronic signatures;
- Implement means of confirming transactions; and
- Train staff on related procedures as necessary.

Security Breach Notification

Upon discovering or receiving notification of a breach of system security, the District shall disclose the breach to affected persons or entities in accordance with the time frames established by law.

The District shall give notice by using one or more of the following methods:

1. Written notice.
2. Electronic mail, if the District has electronic mail addresses for the affected persons.
3. Conspicuous posting on the District's website.
4. Publication through broadcast media.

PEIMS

A district shall participate in the Public Education Information Management System (PEIMS) and through that system shall provide information required for the administration of the Foundation School Program and of other appropriate provisions of the Education Code. The PEIMS data standards, established by the commissioner of education, shall be used by a district to submit information. *Education Code 42.006; 19 TAC 61.1025*

Children’s Internet Protection Act

Under the Children’s Internet Protection Act (CIPA), a district must, as a prerequisite to receiving universal service discount rates, implement certain Internet safety measures and submit certification to the Federal Communications Commission (FCC). *47 U.S.C. 254* [See UNIVERSAL SERVICE DISCOUNTS, below, for details]

Districts that do not receive universal service discounts but do receive certain federal funds under the Elementary and Secondary Education Act (ESEA) must, as a prerequisite to receiving these funds, implement certain Internet safety measures and submit certification to the Department of Education (DOE). *20 U.S.C. 7131* [See ESEA FUNDING, below, for details]

Definitions
“Harmful to Minors”

“Harmful to minors” means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

47 U.S.C. 254(h)(7)(G); 20 U.S.C. 7131(e)(6)

“Technology Protection Measure”

“Technology protection measure” means a specific technology that blocks or filters Internet access. *47 U.S.C. 254(h)(7)(I)*

Universal Service Discounts

An elementary or secondary school having computers with Internet access may not receive universal service discount rates unless a district submits to the FCC the certifications described below at CERTIFICATIONS TO THE FCC and a certification that an Internet safety policy has been adopted and implemented as described at INTERNET SAFETY POLICY below, and ensures the use of computers with Internet access in accordance with the certifications. *47 U.S.C. 254(h)(5)(A); 47 C.F.R. 54.520*

TECHNOLOGY RESOURCES

CQ
(LEGAL)

Certifications to the FCC	A district that receives discounts for Internet access and internal connections services under the federal universal support mechanism for schools must make certifications in accordance with 47 C.F.R. 54.520(c) each funding year. A district that only receives discounts for telecommunications services is not subject to the certification requirements, but must indicate that it only receives discounts for telecommunications services. <i>47 C.F.R. 54.520(b)</i>
<i>With Respect to Minors</i>	<p>A district must submit certification that the district:</p> <ol style="list-style-type: none">1. Is enforcing a policy of Internet safety for minors that includes monitoring their online activities and the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are obscene, child pornography, or harmful to minors;2. Is enforcing the operation of such technology protection measure during any use of such computers by minors; and3. Is educating minors, as part of its Internet safety policy, about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response. <p><i>47 U.S.C. 254(h)(5)(B)</i></p>
<i>With Respect to Adults</i>	<p>A district must submit certification that the district:</p> <ol style="list-style-type: none">1. Is enforcing a policy of Internet safety that includes the operation of a technology protection measure with respect to any of its computers with Internet access that protects against access through such computers to visual depictions that are obscene or child pornography; and2. Is enforcing the operation of such technology protection measure during any use of such computers. <p><i>47 U.S.C. 254(h)(5)(C)</i></p>
Disabling for Adults	An administrator, supervisor, or other person authorized by a district may disable the technology protection measure during use by an adult to enable access for bona fide research or other lawful purpose. <i>47 U.S.C. 254(h)(5)(D)</i>
Internet Safety Policy	<p>A district shall adopt and implement an Internet safety policy that addresses:</p> <ol style="list-style-type: none">1. Access by minors to inappropriate matter on the Internet and the World Wide Web;

2. The safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications;
3. Unauthorized access, including “hacking,” and other unlawful activities by minors online;
4. Unauthorized disclosure, use, and dissemination of personal identification information regarding minors; and
5. Measures designed to restrict minors’ access to materials harmful to minors.

47 U.S.C. 254(l)

Public Hearing

A district shall provide reasonable public notice and hold at least one public hearing or meeting to address the proposed Internet safety policy. *47 U.S.C. 254(h)(5)(A)(iii), (l)(1)(B)*

“Inappropriate for Minors”

A determination regarding what matter is inappropriate for minors shall be made by a board or designee. *47 U.S.C. 254(l)(2)*

ESEA Funding

Federal funds made available under Title IV, Part A of the ESEA for an elementary or secondary school that does not receive universal service discount rates may not be used to purchase computers used to access the Internet, or to pay for direct costs associated with accessing the Internet unless a district:

1. Has in place a policy of Internet safety for minors that includes the operation of a technology protection measure that protects against access to visual depictions that are obscene, child pornography, or harmful to minors; and enforces the operation of the technology protection measure during any use by minors of its computers with Internet access; and
2. Has in place a policy of Internet safety that includes the operation of a technology protection measure that protects against access to visual depictions that are obscene or child pornography; and enforces the operation of the technology protection measure during any use of its computers with Internet access.

A district may disable the technology protection measure to enable access for bona fide research or other lawful purposes.

Certification to DOE

A district shall certify its compliance with these requirements during each annual program application cycle under the ESEA.

20 U.S.C. 7131

**Transfer of
Equipment to
Students**

A district may transfer to a student enrolled in the district:

1. Any data processing equipment donated to the district, including equipment donated by a private donor, a state eleemosynary institution, or a state agency under Government Code 2175.905;
2. Any equipment purchased by the district; and
3. Any surplus or salvage equipment owned by the district.

Education Code 32.102(a)

Before transferring data processing equipment to a student, a district must:

1. Adopt rules governing transfers, including provisions for technical assistance to the student by the district;
2. Determine that the transfer serves a public purpose and benefits the district; and
3. Remove from the equipment any offensive, confidential, or proprietary information, as determined by the district.

Education Code 32.104

Donations

A district may accept:

1. Donations of data processing equipment for transfer to students; and
2. Gifts, grants, or donations of money or services to purchase, refurbish, or repair data processing equipment.

Education Code 32.102(b)

A district shall not pay a fee or other reimbursement to a state eleemosynary institution or institution or agency of higher education or other state agency for surplus or salvage data processing equipment it transfers to the district. *Government Code 2175.905(c)*

Use of Public Funds

A district may spend public funds to:

1. Purchase, refurbish, or repair any data processing equipment transferred to a student; and
2. Store, transport, or transfer data processing equipment under this policy.

Education Code 32.105

Eligibility	<p>A student is eligible to receive data processing equipment under this policy only if the student does not otherwise have home access to data processing equipment, as determined by a district. A district shall give preference to educationally disadvantaged students. <i>Education Code 32.103</i></p>
Return of Equipment	<p>Except as provided below, a student who receives data processing equipment from a district under this policy shall return the equipment to the district not later than the earliest of:</p> <ol style="list-style-type: none">1. Five years after the date the student receives the equipment;2. The date the student graduates;3. The date the student transfers to another district; or4. The date the student withdraws from school. <p>If, at the time the student is required to return the equipment, the district determines that the equipment has no marketable value, the student is not required to return the equipment.</p> <p><i>Education Code 32.106</i></p>
Uniform Electronic Transactions Act	<p>A district may agree with other parties to conduct transactions by electronic means. Any such agreement or transaction must be done in accordance with the Uniform Electronic Transactions Act. <i>Business and Commerce Code Chapter 322; 1 TAC 203</i></p>
Digital Signature	<p>A digital signature may be used to authenticate a written electronic communication sent to a district if it complies with rules adopted by the board. Before adopting the rules, the board shall consider the rules adopted by the Department of Information Resources (DIR) and, to the extent possible and practicable, make the board's rules consistent with DIR rules. <i>Gov't Code 2054.060; 1 TAC 203</i></p>
Security Breach Notification	<p>A district that owns or licenses computerized data that includes sensitive personal information shall disclose, in accordance with the notice provisions at Business and Commerce Code 521.053(e), any breach of system security, after discovering or receiving notification of the breach, to any individual whose sensitive personal information was, or is reasonably believed to have been, acquired by an unauthorized person. The disclosure shall be made as quickly as possible, except as provided at CRIMINAL INVESTIGATION EXCEPTION below, or as necessary to determine the scope of the breach and restore the reasonable integrity of the data system.</p>
To Individuals	
To the Owner or License Holder	<p>A district that maintains computerized data that includes sensitive personal information not owned by the district shall notify the owner or license holder of the information, in accordance with Business and Commerce Code 521.053(e), of any breach of system</p>

	<p>security immediately after discovering the breach, if the sensitive personal information was, or is reasonably believed to have been, acquired by an unauthorized person.</p>
<p>To a Consumer Reporting Agency</p>	<p>If a district is required to notify at one time more than 10,000 persons of a breach of system security, the district shall also notify each consumer reporting agency, as defined by 15 U.S.C. 1681a, that maintains files on consumers on a nationwide basis, of the timing, distribution, and content of the notices. The district shall provide the notice without unreasonable delay.</p>
<p>Criminal Investigation Exception</p>	<p>A district may delay providing the required notice to state residents or the owner or license holder at the request of a law enforcement agency that determines that the notification will impede a criminal investigation. The notification shall be made as soon as the law enforcement agency determines that the notification will not compromise the investigation.</p>
<p>Information Security Policy</p>	<p>A district that maintains its own notification procedures as part of an information security policy for the treatment of sensitive personal information that complies with the timing requirements for notice described above complies with Business and Commerce Code 521.053 if the district notifies affected persons in accordance with that policy.</p> <p><i>Business and Commerce Code 521.053; Local Gov't Code 205.010</i></p>
<p>Definitions "Breach of System Security"</p>	<p>"Breach of system security" means unauthorized acquisition of computerized data that compromises the security, confidentiality, or integrity of sensitive personal information maintained by a person, including data that is encrypted if the person accessing the data has the key required to decrypt the data. Good faith acquisition of sensitive personal information by an employee or agent of the person for the purposes of the person is not a breach of system security unless the person uses or discloses the sensitive personal information in an unauthorized manner. <i>Business and Commerce Code 521.053(a)</i></p>
<p>"Sensitive Personal Information"</p>	<p>"Sensitive personal information" means:</p> <ol style="list-style-type: none">1. An individual's first name or first initial and last name in combination with any one or more of the following items, if the name and the items are not encrypted:<ol style="list-style-type: none">a. Social security number;b. Driver's license number or government-issued identification number; or

- c. Account number or credit or debit card number in combination with any required security code, access code, or password that would permit access to an individual's financial account; or
 2. Information that identifies an individual and relates to:
 - a. The physical or mental health or condition of the individual;
 - b. The provision of health care to the individual; or
 - c. Payment for the provision of health care to the individual.

"Sensitive personal information" does not include publicly available information that is lawfully made available to the public from the federal government or a state or local government.

Business and Commerce Code 521.002(a)(2), (b)

Access to Electronic Communications

Electronic
Communication
Privacy Act

Except as otherwise provided in the Electronic Communication Privacy Act, 18 U.S.C. 2510–22, a person commits an offense if the person:

1. Intentionally intercepts, endeavors to intercept, or procures any other person to intercept or endeavor to intercept any wire, oral, or electronic communication;
2. Intentionally uses, endeavors to use, or procures any other person to use or endeavor to use any electronic, mechanical, or other device to intercept any oral communication when:
 - a. Such device is affixed to, or otherwise transmits a signal through, a wire, cable, or other like connection used in wire communication; or
 - b. Such device transmits communications by radio, or interferes with the transmission of such communication; or
 - c. Such person knows, or has reason to know, that such device or any component thereof has been sent through the mail or transported in interstate or foreign commerce; or
 - d. Such use or endeavor to use takes place on the premises of any business or other commercial establishment the operations of which affect interstate or foreign commerce; or obtains or is for the purpose of obtaining information relating to the operations of any business or other commercial establishment the operations of which affect interstate or foreign commerce; or

- e. Such person acts in the District of Columbia, the Commonwealth of Puerto Rico, or any territory or possession of the United States;
3. Intentionally discloses, or endeavors to disclose, to any other person the contents of any wire, oral, or electronic communication, knowing or having reason to know that the information was obtained through the prohibited interception of a wire, oral, or electronic communication;
4. Intentionally uses, or endeavors to use, the contents of any wire, oral, or electronic communication, knowing or having reason to know that the information was obtained through the prohibited interception of a wire, oral, or electronic communication; or
5. Intentionally discloses, or endeavors to disclose, to any other person the contents of any wire, oral, or electronic communication, intercepted by means authorized by 18 U.S.C. 2511(2)(a)(ii), 2511(2)(b)–(c), 2511(2)(e), 2516, and 2518; knowing or having reason to know that the information was obtained through the interception of such a communication in connection with a criminal investigation; having obtained or received the information in connection with a criminal investigation; and with intent to improperly obstruct, impede, or interfere with a duly authorized criminal investigation.

It shall not be unlawful for a person not acting under color of law to intercept a wire, oral, or electronic communication where such person is a party to the communication or where one of the parties to the communication has given prior consent to such interception unless such communication is intercepted for the purpose of committing any criminal or tortious act in violation of the Constitution or laws of the United States or of any state.

18 U.S.C. 2511(1), (2)(d)

Stored Wire and
Electronic
Communications
and Transactional
Records Access Act

A district must comply with the Stored Wire and Electronic Communications and Transactional Records Access Act, 18 U.S.C. 2701–12.

Whoever intentionally accesses without authorization a facility through which an electronic communication service is provided or intentionally exceeds an authorization to access that facility and thereby obtains, alters, or prevents authorized access to a wire or electronic communication while it is in electronic storage in such system commits an offense. *18 U.S.C. 2701(a)*

Exceptions

This section does not apply with respect to conduct authorized:

1. By the person or entity providing a wire or electronic communications service;
2. By a user of that service with respect to a communication of or intended for that user; or
3. By sections 18 U.S.C. 2703, 2704, or 2518.

18 U.S.C. 2701(c)

Definitions

“Electronic Communication”

“Electronic communication” means any transfer of signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photoelectronic or photooptical system that affects interstate or foreign commerce. *18 U.S.C. 2510(12), 2711(1)*

“Electronic Storage”

“Electronic storage” means:

1. Any temporary, intermediate storage of a wire or electronic communication incidental to the electronic transmission thereof; and
2. Any storage of such communication by an electronic communication service for purposes of backup protection of such communication.

18 U.S.C. 2510(17), 2711(1)

The term encompasses only the information that has been stored by an electronic communication service provider. Information that an individual stores to the individual’s hard drive or cell phone is not in electronic storage under the statute. *Garcia v. City of Laredo*, 702 F.3d 788 (5th Cir. 2012)

“Electronic Communications System”

“Electronic communications system” means any wire, radio, electromagnetic, photooptical or photoelectronic facilities for the transmission of wire or electronic communications, and any computer facilities or related electronic equipment for the electronic storage of such communications. *18 U.S.C. 2510(14), 2711(1)*

“Electronic Communication Service”

“Electronic communication service” means any service which provides to users thereof the ability to send or receive wire or electronic communications. *18 U.S.C. 2510(15), 2711(1)*

“Facility”

“Facility” includes servers operated by electronic communication service providers for the purpose of storing and maintaining electronic storage. The term does not include technology, such as cell phones and computers, that enables the use of an electronic communication service. *Garcia v. City of Laredo*, 702 F.3d 788 (5th Cir. 2012)

<i>“Person”</i>	“Person” means any employee, or agent of the United States or any state or political subdivision thereof, and any individual, partnership, association, joint stock company, trust, or corporation. <i>18 U.S.C. 2510(6), 2711(1)</i>
Cybersecurity Information Sharing Act	A district may, for a cybersecurity purpose and consistent with the protection of classified information, share with, or receive from, any other non-federal entity or the federal government a cyber threat indicator or defensive measure. A district receiving a cyber threat indicator or defensive measure from another entity shall comply with otherwise lawful restrictions placed on the sharing or use of such cyber threat indicator or defensive measure by the sharing entity. <i>6 U.S.C. 1503(c)</i>
Protection and Use of Information <i>Security</i>	A district monitoring an information system, operating a defensive measure, or providing or receiving a cyber threat indicator or defensive measure under 6 U.S.C. 1503 shall implement and utilize a security control to protect against unauthorized access to or acquisition of such indicator or measure. <i>6 U.S.C. 1503(d)(1)</i>
<i>Removal of Personal Information</i>	A district sharing a cyber threat indicator pursuant to these provisions shall, prior to sharing: <ol style="list-style-type: none">1. Review such indicator to assess whether it contains any information not directly related to a cybersecurity threat that the district knows at the time of sharing to be personal information of a specific individual or information that identifies a specific individual and remove such information; or2. Implement and utilize a technical capability configured to remove any information not directly related to a cybersecurity threat that the district knows at the time of sharing to be personal information of a specific individual or information that identifies a specific individual. <i>6 U.S.C. 1503(d)(2)</i>
<i>Use of Information</i>	A cyber threat indicator or defensive measure shared or received may, for cybersecurity purposes: <ol style="list-style-type: none">1. Be used by a district to monitor or operate a defensive measure that is applied to an information system of the district, or an information system of another non-federal entity or a federal entity upon written consent of that other entity; and2. Be otherwise used, retained, and further shared by a district subject to an otherwise lawful restriction placed by the sharing entity on such indicator or measure, or an otherwise applicable provision of law. <i>6 U.S.C. 1503(d)(3)</i>

Exception	<p>A cyber threat indicator or defensive measure shared with a state, tribal, or local government under Title 6, United States Code, may not be used by any such government to regulate, including an enforcement action, the lawful activity of any non-federal entity or any activity taken by a non-federal entity pursuant to mandatory standards, including an activity relating to monitoring, operating a defensive measure, or sharing of a cyber threat indicator. A cyber threat indicator or defensive measure shared as described in this provision may, consistent with a state, tribal, or local government regulatory authority specifically relating to the prevention or mitigation of cybersecurity threats to information systems, inform the development or implementation of a regulation relating to such information systems. <i>6 U.S.C. 1503(d)(4)(C)</i></p>
<i>Law Enforcement Use</i>	<p>A district that receives a cyber threat indicator or defensive measure under Title 6, United States Code, may use such indicator or measure for the purposes described in 6 U.S.C. 1504(d)(5)(A). <i>6 U.S.C. 1503(d)(4)(B)</i> [See CKE]</p>
<i>Exemption from Public Disclosure</i>	<p>A cyber threat indicator or defensive measure shared by or with a state, tribal, or local government under 6 U.S.C. 1503 shall be deemed voluntarily shared information and exempt from disclosure under any state or local freedom of information law, open government law, open meetings law, open records law, sunshine law, or similar law requiring disclosure of information or records. <i>6 U.S.C. 1503(d)(4)(B)</i></p> <p>A cyber threat indicator or defensive measure shared with the federal government under Title 6, United States Code, shall be:</p> <ol style="list-style-type: none">1. Deemed voluntarily shared information and exempt from disclosure under federal public information law and any state or local provision of law requiring disclosure of information or records; and2. Withheld, without discretion, from the public under federal public information law and any state or local provision of law requiring disclosure of information or records. <p><i>6 U.S.C. 1504(d)(3)</i> [See GBA]</p>
No Duty	<p>Nothing in these provisions creates a duty to share a cyber threat indicator or defensive measure or to warn or act based on receipt of a cyber threat indicator or defensive measure; or undermines or limits the availability of otherwise applicable common law or statutory defenses. <i>6 U.S.C. 1505(c)</i></p>
Definitions <i>“Non-Federal Entity”</i>	<p>“Non-federal entity” means any private entity, non-federal government agency or department, or state, tribal, or local government</p>

(including a political subdivision, department, or component thereof). *6 U.S.C. 1501(14)*

“Cybersecurity Purpose”

“Cybersecurity purpose” means the purpose of protecting an information system or information that is stored on, processed by, or transiting an information system from a cybersecurity threat or security vulnerability. The term does not include any action that solely involves a violation of a consumer term of service or a consumer licensing agreement. *6 U.S.C. 1501(4)*

“Cybersecurity Threat”

“Cybersecurity threat” means an action, not protected by the First Amendment to the United States Constitution, on or through an information system that may result in an unauthorized effort to adversely impact the security, availability, confidentiality, or integrity of an information system or information that it stored on, processed by, or transiting an information system. *6 U.S.C. 1501(5)*

“Cyber Threat Indicator”

“Cyber threat indicator” means information that is necessary to describe or identify:

1. Malicious reconnaissance, as defined in 6 U.S.C. 1501(12), including anomalous patterns of communications that appear to be transmitted for the purpose of gathering technical information related to a cybersecurity threat or security vulnerability;
2. A method of defeating a security control or exploitation of a security vulnerability;
3. A security vulnerability, including anomalous activity that appears to indicate the existence of a security vulnerability;
4. A method of causing a user with legitimate access to an information system or information that is stored on, processed by, or transiting an information system to unwittingly enable the defeat of a security control or exploitation of a security vulnerability;
5. Malicious cyber command and control, as defined in 6 U.S.C. 1501(11);
6. The actual or potential harm caused by an incident, including a description of the information exfiltrated as a result of a particular cybersecurity threat;
7. Any other attribute of a cybersecurity threat, if disclosure of such attribute is not otherwise prohibited by law; or
8. Any combination thereof.

6 U.S.C. 1501(6)

“Defensive Measure”

“Defensive measure” means an action, device, procedure, signature, technique, or other measure applied to an information system or information that is stored on, processed by, or transiting an information system that detects, prevents, or mitigates a known or suspected cybersecurity threat or security vulnerability. The term does not include a measure that destroys, renders unusable, provides unauthorized access to, or substantially harms an information system or information stored on, processed by, or transiting such information system not owned by the private entity operating the measure or another entity that is authorized to provide consent and has provided consent to that private entity for operation of such measure. *6 U.S.C. 1501(7)*

“Information System”

“Information system” has the meaning given the term in 44 U.S.C. 3502 and includes industrial control systems, such as supervisory control and data acquisition systems, distributed control systems, and programmable logic controllers. *6 U.S.C. 1501(9)*

“Security Control”

“Security control” means the management, operational, and technical controls used to protect against an unauthorized effort to adversely affect the confidentiality, integrity, and availability of an information system or its information. *6 U.S.C. 1501(16)*

“Security Vulnerability”

“Security vulnerability” means any attribute of hardware, software, process, or procedure that could enable or facilitate the defeat of a security control. *6 U.S.C. 1501(17)*

BOARD OF TRUSTEES
Richardson Independent School District
Richardson, Texas

Date: August 10, 2020
Department: District Operations
Submitted by: Sandra Hayes, Assistant Superintendent

INFORMATION ITEM

TOPIC: Update on Bond Summer Construction Projects

INFORMATION:

Facility projects are planned on a five year cycle using funding from bonds. Tonight we are bringing information regarding current fifth year and final year projects. These funds come from the May 2016 Bond. Summer of 2020 includes HVAC, roofing, plumbing, library renovations and new construction projects taking place across the district.

SUPERINTENDENT'S RECOMMENDATION:

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