GPISD Board Operating Procedures:
Analysis and Recommendations for Discussion

Section: Vision and Student Outcome Goals

Vision

GPISD will ensure student success through engaging learning experiences, collaborative leadership, and a focus on maximizing student achievement.

Board's Goals

The Board's goals, as aligned to the vision, are:

- Goal 1: The percentage of 3rd grade students scoring Meets or above on STAAR Reading will increase from 38% in June 2025 to 48% in June 2030.
- Goal 2: The percentage of 3rd grade students scoring Meets or above on STAAR Math will increase from 38% in June 2025 to 53% in June 2030.
- Goal 3: The percentage of graduates who meet CCMR criteria for A-F accountability will increase from 90% in June 2025 to 95% in June 2030.
- Goal 4: The percentage of 8th grade students scoring Meets or above on STAAR Reading will increase from 38% in 2025 to 48% in June 2030.

Section: Board Values and Guardrails

Values

The Board is committed to representing the most important beliefs of the community. Therefore, in pursuit of the goals the Superintendent shall adhere to the following guardrails:

Guardrail 1

The Superintendent shall not compromise high-quality professional development for teachers.

- Progress Measure 1.1: The percentage of teachers who are designated through the Teacher Incentive Allotment will increase from 25.57% in June 2025 to 50% in June 2030.
- Progress Measure 1.2: Teachers who feel more supported in delivering high-quality instruction in the classroom, as reported by the Qualtrics survey, will increase from a baseline of 68% in June 2026 to 80% in June 2030.

Guardrail 2

The Superintendent shall not compromise the financial health of the District.

- Progress Measure 2.1: The percentage of elementary campuses with enrollment at 80% or higher capacity will increase from 43% in June 2025 to 100% by June 2030.
- Progress Measure 2.2: Maintain the district's financial integrity by ensuring Grand Prairie ISD sustains a Superior Achievement rating under the Texas Financial Integrity Rating System of Texas (FIRST)as reported in November annually until 2030.
- Progress Measure 2.3: Demonstrate progress toward increasing and maintaining the district's unassigned fund balance from 3.1 months to 4.5 months of the district operating expenditures by 2030.

Guardrail 3

The Superintendent shall not compromise high-quality opportunities for family engagement

- Progress Measure 3.1: Increase the satisfaction of parents in GPISD, as measured by the end-of-year parent survey, from 73% in 2025 to 80% in 2030.
- Progress Measure 3.2: The District will complete a comprehensive study to assess return on investment for the Grand Family Service Center through a 10% increase in the number of families served--from #3028 in June 2025 to #3331 by June 2030.

Guardrail 4

The Superintendent shall not compromise the wellness and safety of our staff.

- Progress Measure 4.1: The overall well-being of staff, as measured by a comprehensive District-wide survey, will increase from a baseline of 64% in June 2026 to 75% in June 2030.

- Progress Measure 4.2: The overall safety of staff, as measured by a comprehensive District-wide survey, will increase from a baseline of 74% in June 2026 to 80% in June 2030.

Guardrail 5

The Superintendent shall not compromise the experience, safety, and well-being of our students.

- Progress Measure 5.1: The percentage of students who report feeling safe at school, as determined by the Panorama survey, will increase from 70% in June 2025 to 80% in June 2030.
- Progress Measure 5.2: The percentage of students who report a sense of belonging/well-being at school, as determined by the Panorama survey, will increase from 73% in June 2025 to 80% in June 2030.
- Progress Measure 5.3: The percentage of secondary students who report a positive school experience in GPISD will increase from the baseline of x% in June 2027 to y% in June 2030.

Section: Board Relationship with Direct Reports - Delegation

I. Delegation to the Superintendent

The Board reports directly to one person, the Superintendent. Board members shall recognize the Superintendent as the Chief Executive Officer to whom the Board has delegated administrative authority to manage every aspect of the District's operations.

The Board shall concern itself primarily with broad questions of policy and with the appraisal of results, rather than with administrative details. The application of policies shall be an administrative task to be performed by the Superintendent and his or her staff, who shall be held accountable for the effective administration and supervision of the entire organization.

The Board believes that vision, goal setting, goal monitoring, and the legislation of policies are the most important functions of a Board and that the execution of the policies should be the function of the Superintendent.

The Superintendent shall be the sole person responsible to the Board for all strategic programming. All official Board actions and decisions will take place only when the Board

convenes formally. The Board and the Superintendent will strive at all times to preserve institutional integrity and support each other and the community.

II. Superintendent Evaluation

The Superintendent shall be evaluated annually by the Board based on the percentage of student outcome goals and guardrails met, as defined by Board-adopted metrics.

Section: Board Authority and Relationships - Governance

I. Powers and Duties of the Board

- Board authority rests with the Board as a whole and not individual Board members; thus, Board members have authority only at Board meetings and not outside of the meetings.
- The Board as a whole directs the Superintendent; the Superintendent directs the staff; individual Board members do neither.
- No Board member shall make commitments on matters that should properly come before the Board as a whole.
- Board decisions are made by majority vote and require Board members to support those decisions, even though an individual Board member may not have voted in favor of the decision.
- Board members will encourage open communication among members, will listen to and consider other members' points of view, will focus on joint problem solving, and will support consensus-building decision making whenever possible.
- Any requests for information or data will be directed to the Superintendent, not District employees. The Superintendent will share any information or data requested with the entire Board.

Personnel Appointments

- As provided by state law, the Board may approve or reject only those candidates recommended by the Superintendent. Board members shall not advocate for or against specific candidates or hiring decisions.
- Board members shall not advise the Superintendent regarding specific hiring decisions unless the Superintendent requests their input. Board members may,

however, identify individuals who possess particular professional expertise or qualifications.

- This procedure does not restrict a Board member from discussing concerns regarding a current employee directly with the Superintendent. Such concerns shall be communicated only to the Superintendent.

II. Board Guardrails/Self-Evaluation

A summative self-evaluation shall be conducted annually at least 45 days prior to the Superintendent evaluation.

III. Board Officer Roles and Responsibilities

- At the first regular Board meeting each June, the Board shall elect a President, Vice President, and Secretary. The Board may also elect officers at any other time by a majority vote of the Board. Board officers are not subject to term limits.
- Nominations shall be made from the floor and may be presented as a slate or by individual office. Officers shall be elected by a majority vote of the Board.
- The Board President shall preside at Board meetings and perform the duties required by law or assigned by the Board. The President has the same rights as every other Board member to offer resolutions, make or second motions, participate in discussion, and vote.
- In the President's absence or disability, the Vice President shall perform the President's duties.
- The Board Secretary shall keep, or ensure the preparation of, a complete and accurate record of Board proceedings for inclusion in the official minutes. The Secretary shall also sign official organizational documents requiring the Secretary's signature.

IV. Developing Board Meeting Agenda

- The agenda, together with all relevant reports, shall be provided to each Trustee at least seven (7) days before the meeting.
- It is the responsibility of each Trustee to review all materials and relevant reports in advance and submit any questions in writing at least three (3) days before the meeting to the Superintendent or designee.

- The Superintendent or designee will provide responses to the questions in advance of the meeting to Trustees as an attachment to the agenda.
- Requests from Board members for additional information pertaining to agenda items shall be submitted to the Superintendent as early as possible to allow time to prepare and provide the information to all Board members.

Goal Progress Monitoring Reports

- Each Board agenda shall include scheduled review of progress monitoring reports according to the adopted monitoring calendar.
- The Administration will prepare monitoring reports on the goal(s) to be shared with the Board publicly detailing:
    - Which goal is being monitored
    - The relevant data for the period and previous reporting periods, if available
    - The Superintendent's interpretation of the data and what it says about system performance relative to the goal
    - A plan sufficient for moving the District to achieve its goals.
- If the monitoring report does not meet the criteria above, the Board should consider tabling the report or voting not to accept the report, signaling that the report did not meet the Board's expectations for a monitoring report.

Additions to the Agenda

- Agendas are drafted by the Superintendent in consultation with the Board President, but final approval of the agenda is the sole authority of the Board President.
- Board members who wish to place an item on the agenda must make the request in writing to the Board President at least 14 days before the scheduled Board meeting.
- Should the Board President decline to place an item on the agenda, the Board member, by signature of one other Board member, can place the item on the agenda, provided that the item is submitted to the Superintendent at least 10 days before the Board meeting.

VI. Board Meeting Procedures

- Board members shall conduct themselves professionally, ethically, and courteously during all meetings and public forums. Rude remarks, interruptions, yelling, name-calling, and disrespectful verbal or nonverbal conduct are prohibited.

- Board members shall not participate in a walking quorum.
- If a Board member violates these standards during a public meeting or forum, the Board President may recess the meeting. The meeting shall continue if a majority of the Board votes against the recess.
- The presiding officer shall recognize each member who wishes to speak. No member may speak a second time until every member wishing to participate has had an opportunity to speak once.
- Each member shall have three minutes to ask questions or comment before yielding the floor. A member may yield all or part of that time to another member.
- A member who abstains from voting shall briefly state the reason for the abstention.
- Expressions of thanks, congratulations, or condolences shall be limited to two minutes per Board member.
- Persons attending Board meetings may not display signs, banners, or posters of any kind, and behavior that disrupts the meeting's agenda is strictly prohibited.

VII. Board Committees

Each Board committee shall be charged with a written, deliverable deadline, and a sunset provision approved by the full Board.

VIII. Board Member Conflict of Interest

Board members must abstain from any votes on personnel issues where a conflict of interest is clear, as defined in Board policy and/or statute.

IX. Board Member Responses to Comments and/or Complaints

Board members shall refer all complaints to the Superintendent and shall not intervene in administrative investigations or decisions.

X. Board Member Concerns About Superintendent Performance

- If, at any time, a Board member becomes concerned that the Superintendent may have (1) breached any term of the Superintendent 's contract, (2) violated a state or federal law, (3) violated a Board policy, or (4) failed within a reasonable amount of time to address a specific issue identified by the full Board, the following process will be used:
    - The concerned Board member will meet privately with the Superintendent to discuss his or her concerns in order to resolve the issue(s). The concerned

Board member may elect to bring the concerns to the Board President instead, who will assist in resolving the issue(s).
    - If the concerned Board member does not feel that the resolution is satisfactory the Board member may request, through the Board President, that an item be placed on the next regular meeting agenda as a closed meeting item. The concerned Board member must inform the Board President in writing of the specific nature of any concern(s).
    - In addition, the Board President may, of his or her own accord, place an item on a regularly scheduled meeting agenda to discuss concerns about the professional performance of the Superintendent.
- In the event that a meeting is called, the Board must listen to the concern(s) and make a determination as to whether the issue raised is truly a cause for concern. Failure to make such a determination shall end the Board meeting.
    - If the majority of the Board determines that there is a violation or breach of one of the items listed, the following process will be followed:
        - The exact nature of the deficiency will be documented and discussed with the Superintendent.
        - A plan for remediation will be written, to include action(s) to be taken and timelines.
        - The Board President shall monitor the plan for compliance, and the results will be made part of the Superintendent 's annual performance evaluation.
        - It shall be the responsibility of the Board President to ensure that all documentation relating to performance deficiencies shall be appropriately placed in the Superintendent's personnel file.

XI. Board Member Concerns About District Personnel Performance

- When a Board member becomes concerned about the performance of District employees, the Board member must bring his or her concerns directly to the Superintendent and inform the Board President. Such concerns must be limited to:
    - Actions that are illegal
    - Egregious violations of Board policy or operating procedures
    - Actions that are harmful to the District's or the Board's reputation.
- Board members must remain cognizant that District personnel are the responsibility of the Superintendent, not the Board.
- The Superintendent is obligated to listen to such concerns, review the matter, and notify the Board of the resolution of the matter to the extent allowed by policy.
- When a Board member has concerns about the performance of employees that relate to safety, the Board member will notify the Superintendent and, when appropriate, the police department.

XII. Board Member Concerns About Board Member Performance

- If a Board member believes that another Board member has violated conflict of interest, Board policy, or state or federal law, it is the responsibility of the concerned Board member to discuss the alleged violation with the other Board member in private prior to taking any other action, unless the nature of the allegation requires immediate escalation to the Board President.
    - If, after the concerned Board member has privately discussed the alleged violation with the other Board member, the concerned Board member remains unsatisfied that the alleged violation has been addressed, the concerned Board member may submit, in writing, the allegation to the Board President, who will serve as arbiter. If the Board President is involved in the allegation, the concerned Board member may instead submit the allegation, in writing, to the Board Vice-President or the next most senior Board member not involved in the allegation, who is then obligated to serve as arbiter instead.
    - The Board members involved will conference to discuss the alleged violation. All parties are strongly encouraged not to allow any further escalation of these procedures, and the arbiter's duty is to work to avoid such escalation.

Individual Board Member Requests for Records or Reports

All Board member requests for information must be submitted in writing to the Superintendent and will be shared with the full Board.

Visits to Campuses

Board members shall notify the Superintendent in advance of campus visits. In order not to disrupt the school or business day, Board members will notify the Superintendent prior to facility visits so that the Superintendent can arrange the visit. Board members shall refrain from evaluative activities.

Role and Authority in Closed Session

- Closed sessions shall include an agenda and post-session summary of topics discussed and kept confidential per law.
- Board members will comply with the confidentiality requirements of executive sessions and will respect the privacy rights of individuals when dealing with confidential information gained through association with the District.

- For the purpose of discussing his or her employment or job performance, and only for this reason, the Board may exclude the Superintendent from an executive session.
- Members will not disclose or comment on discussion in executive session other than to restate what is posted on the agenda.
- If it is in the interest of the District for a statement to be made regarding a closed- session discussion, the Board President will compose an official public statement that meets with the approval of a majority of the Board. Any such statement must comply with the limitations of the law.

Media Inquiries to the Board

- The Board President or designee shall be the official spokesperson for the Board and can only make statements on actions or positions upon which the Board has taken official action.
- Press releases on behalf of the Board shall be approved by the Board prior to release unless an emergency or public necessity exists.
- The Superintendent or a designated staff member shall be the official spokesperson for the District on issues that relate to District operations.
- Statements shall not be made to the media regarding personnel or other matters protected by law.
- While communications and contact from the media are usually referred to the Superintendent or designee, a Board member retains the right to speak to the media as an individual but must understand that any comment will likely be interpreted by viewers/readers as an official statement by the Board. If an individual Board member speaks to the media, notification must be given to the Superintendent, who will notify the entire Board.
- Board members speaking to the media in a personal capacity shall include a disclaimer that their views do not represent those of the Board. Board members retain the right to express personal opinions and, when expressing opinions, will note clearly that the opinion is his or her own and not the Board's.

Trustees' Standards of Behavior

- Board members shall commit to continuous improvement and regular self-reflection in service of student outcomes.

- If a Board member has a serious, specific concern about the performance of another member, which appears to be in violation of the Board Operating Procedures, he or she shall meet privately with the other member to resolve the issue, and, if the concern remains, meet privately with the Board President.
- If the Board President is not able to resolve the concern, he or she will arrange a meeting with both members.
- If the issue is still not resolved, the President will place it on the agenda of the next executive session under the heading "Consideration of the Duties of a Public Officer."
- Should the Board determine that a censure is warranted, such action may only be taken at a duly posted public meeting as a last resort.

Consequences of Censure

- Should the Board determine that a censure is warranted, such action may only be taken at a duly posted public meeting and should be considered a measure of last resort. In conjunction with a formal censure, the Board may impose reasonable and temporary limitations on discretionary privileges, ceremonial functions, and Board-sponsored activities that are not necessary for the Trustee to perform the statutory duties of elected office.
  Such consequences may include, but are not limited to:
  - Suspension of preferred or reserved Trustee parking privileges at District athletic events, performances, or other District-sponsored activities;
  - Suspension of access to Board, District, or administrative suites, hospitality areas, or other reserved seating at athletic events or District functions;
  - Suspension from attending community, civic, ceremonial, or District events as an official representative of the Board or as part of a Board/administrative delegation;
  - Removal from Board representation on non-statutory committees, community organizations, ceremonial assignments, or similar appointments for a specified period;
  - Suspension of District-funded attendance at conferences, conventions, ceremonies, or other discretionary events, except when attendance is required to fulfill a statutory duty or mandatory training requirement;

- Limitation on representing or speaking on behalf of the Board at District or community functions unless specifically authorized by the Board President or a majority of the Board;
- Reassignment or suspension of ceremonial duties, including presenting awards, participating in recognitions, or representing the Board at official functions;
- For one regular Board meeting following the censure, requiring the Trustee to be seated in a designated location other than the Board dais, **provided such placement does not interfere with the Trustee's ability to participate fully in deliberations, vote, access meeting materials, or otherwise exercise the legal duties of office**; and
- Other reasonable restrictions on discretionary Board privileges approved by a majority of the Board that are directly related to the conduct giving rise to the censure.
- Any consequence imposed by the Board shall be clearly stated in the motion or resolution of censure and shall specify its duration or the conditions under which the restriction will end. Consequences should be proportionate to the conduct at issue and should not impair the Trustee's ability to exercise any right, responsibility, or authority provided by law.

- A censure or related consequence shall not be used to prevent a Trustee from attending or participating in Board meetings, voting on matters before the Board, receiving information provided to other Trustees, placing matters on an agenda as permitted by Board policy, completing required training, or otherwise carrying out the Trustee's statutory responsibilities.

Board Training

- All Board members shall participate in annual governance retreats focused on improving student outcomes.

Adopted on September 17, 2026.

Emily Liles, President

Terry Brooks, Vice President

Tarrance Jones, Secretary

Gloria Carrillo

David Espinosa

Phil Jimerson

Stacey D. Brown

APPENDIX 1: Annual Board Monitoring Calendar

MONTH	GOAL MONITORING
July	Goal 1, Interim Goal 1.3 Goal 3, Interim Goal 3.2
August	Board Goal 1 & 2
September	Board Goal 3: CCMR
	Board Goal 4: 8th Grade ELA
October	Board Goal 1, 2, 4: BOY MAP/iReady Performance
November	Guardrail 2: Financial Health
December	Guardrail 3: Family Engagement
January	Goal 1, Interim Goal 1.2
February	Board Goal 1, 2, 4: Q2 Summative Performance
March	Board Goal 1, 2, 4: MOY Guardrail 5: Student Wellness, Safety & Experience MAP/iReady Performance
April	Board Goal 1, 2, 4: Spring Assessment Performance
May	Guardrail 4: Staff Wellness & Safety
June	Guardrail 1: TIA & PD