

**ORDER OF THE
BOARD OF TRUSTEES OF THE RICHARDSON INDEPENDENT SCHOOL
DISTRICT CALLING A GENERAL ELECTION, MAKING PROVISIONS FOR
THE CONDUCT AND THE GIVING OF NOTICE OF THE ELECTION, AND
CONTAINING OTHER PROVISIONS RELATING THERETO**

On the 16th day of January 2025, a quorum of the Board of Trustees (the "Board") of the RICHARDSON INDEPENDENT SCHOOL DISTRICT ("RISD" or the "District") convened in a lawfully called meeting and, among other proceedings, determined the following:

WHEREAS, at a lawfully called meeting on February 4, 2019, the Board adopted a Resolution and Order that replaced its at-large electoral system with a combination at-large/single member district system, known as a "5:2 System;" and

WHEREAS, at a lawfully called meeting on May 20, 2019, the Board adopted a transition plan to phase in the 5:2 System as current trustee terms expire; and

WHEREAS, the terms of office of the following trustees will expire on May 3, 2025, or when their successors are duly elected and qualified:

- Vanessa Pacheco, Single Member District 2;
- Regina Harris, Single Member District 4;
- Rachel McGowan, Single Member District 5;

WHEREAS, the Board of Trustees desires to hold a general trustee election for Single-Member District 2, Single Member District 4, and Single Member District 5; and,

WHEREAS, it is necessary and advisable to call and hold an election for and within the RISD for the purpose(s) stated herein; and

WHEREAS, Texas law requires RISD to hold said election on a uniform election date established by Section 41.001(a) of the Texas Election Code, as amended, and holding the election on such date supports the Board's goal to ensure excellence in operations; and

WHEREAS, the Board has or will enter into an agreement for election services with the Dallas County Elections Administrator and into an agreement to conduct a joint election with other political subdivisions within Dallas County, all as ordered by the Board herein; and

WHEREAS, the meeting at which this Order is considered is open to the public; and the public notice of the time, place, and purposes of the meeting were given, as required by Chapter 551 of the Texas Government Code, as amended;

NOW, THEREFORE, BE IT ORDERED BY THE BOARD OF TRUSTEES OF THE RICHARDSON INDEPENDENT SCHOOL DISTRICT:

1. **Findings.** The statements contained in the preamble of this Order are true and correct and are hereby adopted as findings of fact and as a part of the operative provisions hereof.

2. **Date and Purposes of Elections.** A general election shall be held for and within the RISD on May 3, 2025 ("Election Day"), in accordance with the Texas Election Code. The Election shall be held for the purpose of electing three members to the RISD Board of Trustees: one member in Single-Member District 2, one member in Single-Member District 4 and, one member in Single-Member District 5.

3. **Candidates for Election to Board of Trustees.** All requests by candidates to have their names placed upon the ballot for the general election to the RISD Board of Trustees (i) shall be timely made in accordance with law, (ii) shall be in writing, (iii) shall state the number of the position (Single-Member District number or At-Large Place) for which such person is filing as a candidate, (iv) shall be signed by the candidate, and (v) shall be filed with the Secretary of the RISD Board of Trustees (the "Secretary") or his/her designee, at the RISD Administration Building, 400 South Greenville Avenue, Richardson, Texas 75081, beginning on January 15, 2025, and not later than 5:00 p.m. on February 14, 2025 (except that the deadline to file a declaration of write-in candidacy is 5:00 p.m. on February 18, 2025), for the general election; and

The office will be open Monday through Thursday until 4:30 p.m., and Friday until 4:00 p.m. on regular business days and until 5:00 p.m. on February 14 and 18, 2025.

4. **Loyalty Affidavit.** All candidates for election to the RISD Board of Trustees shall file with said application the loyalty affidavit required by Section 141.031 (a)(4)(K) of the Election Code.

5. **Posted List of Candidates.** The Secretary or his/her designee shall post in the building where the RISD Board of Trustees meets, the names of all candidates who have filed their applications in accordance with the terms and provisions of this Order.

6. **Persons Qualified to Vote.** All resident, qualified voters of the District shall be eligible to vote in the Election.

7. **Election Precincts, Election Day Voting Locations/Polling Times.** The election precincts (the "Election Precincts") for the Election shall consist of the territory within the boundaries of the Single-Member District 2, Single-Member District 4, and Single-Member District 5, situated within one or more Dallas County election precincts, which bear the precinct numbers set forth in Exhibit A, which is attached hereto and incorporated herein as if set out in full. The locations of the voting centers for voting in the general election on Election Day for all Election Precincts in Single-Member District 2, Single-Member District 4, and Single-Member District 5, shall be as so designated by Dallas County Elections Department. The polls at all polling places shall be open on Election Day from 7:00 a.m. to 7:00 p.m.

8. **Election Judges/Other Election Officials.** Dallas County Elections Department will appoint the Election Judges prior to Election Day and the Election Judges may be changed and the polling places may be combined for some precincts, pursuant to decisions of the Dallas County Elections Department. The Board hereby authorizes the President of the RISD Board of Trustees to appoint any such other officials not designated herein as are necessary and appropriate to conduct the Election in accordance with the Election Code.

9. **Early Voting Locations, Dates, and Times.** Heider Garcia, Elections Administrator (or his designee or successor) is hereby appointed Clerk for early voting. The Early Voting Clerk's mailing address to which ballot applications shall be sent and where persons voting by mail shall send their voted ballots is Dallas County Elections Department, 1520 Round Table Drive, Dallas, Texas 75247. Completed ballot applications also may be emailed to evapplications@dallascounty.org.

The period for early voting by personal appearance will be from Tuesday, April 22, 2025, through Tuesday, April 29, 2025. The location of the main early voting polling place is Elections Training / Warehouse 1460 Round Table Dr. Dallas, TX 75247. Early voting by personal appearance will be conducted on the following dates and times:

Date	Time
Tuesday, April 22, 2025 – Friday, April 25, 2025	8:00 a.m. – 5:00 p.m.
Saturday, April 26, 2025	7:00 a.m. – 7:00 p.m.
Sunday, April 27, 2025	12:00 p.m. – 6:00 p.m.
Monday, April 28, 2025 – Tuesday, April 29, 2025	7:00 a.m. – 7:00 p.m.

Early voting by personal appearance may be completed during the above dates at the main early voting polling place identified above and at such other locations designated by the Dallas County Elections Department.

10. **Joint Election.** RISD shall participate in a joint election with other participating governmental entities in Dallas County who also are holding elections on Election Day. David Pate, Assistant Superintendent of Finance & Support Services, is authorized to contract with the County of Dallas and the Commissioners Court, or any other agency, on behalf of the District for the carrying out of these elections by the office of the Dallas County Elections Administrator in a joint election with other participating governmental entities in Dallas County. Under the Joint Election Services Contract, the Dallas County Elections Administrator will perform election services as set forth in the contract and applicable law including coordinating, supervising, and handling all aspects of administering the Joint Election in accordance with applicable law.

11. **Voting System/Manner of Elections.** Voting at the General Elections, early voting therefore, and voting in any runoff election shall be by the use of lawfully approved voting systems and ballots. This Board of Trustees has determined that the following voting systems or other similar compliant system, approved by the Secretary of State in accordance with the Texas Election Code, shall be available at polling places during the general and any runoff election:

Election Systems & Software (ES&S) ExpressVote Universal Voting System (Ballot Marking Device), EVS 6.0.2.0, Firmware 2.4.0.0; the ES&S DS200 Digital Precinct Scanner, EVS 6.0.2.0, Firmware 2.17.0.0; and ES&S Model DS850 High-Speed Scanner and Tabulator, Version 1, EVS 6.0.2.0.

The manner of holding the elections shall be governed by the Election Code and other applicable law, including the Texas Education Code, the Texas Government Code, and the Federal Voting Rights Act of 1965, as amended, including particularly Chapter 272 of the Code pertaining to bilingual requirements. The office of the Dallas County Elections Administrator shall furnish all necessary ballots and other election supplies requisite to said election.

12. Counting Ballots. Immediately after the Election has been held, the Precinct Election Judge shall deliver the voted ballots in the locked ballot box and all election forms and supplies to the satellite counting station designated by the Dallas County Elections Administrator for that precinct, for eventual transportation to the Central Counting Station in the Dallas County Elections Department, 1520 Round Table Drive, Dallas, Texas 75247. The Elections Department will be responsible for establishing and operating the central counting station to receive and tabulate the voted ballots in accordance with the provisions of the Texas Election Code.

13. Reports of Election Results. The Board of Trustees hereby, in accordance with the Texas Election Code, appoints Heider Garcia, Dallas County Elections Administrator (or his designee or successor), as Manager of the central counting station, and a Joint Election Representative (or his/her designee or successor), who is yet to be determined, as presiding judge. The Manager or his/her representative will deliver timely cumulative reports of the election results as precincts are tabulated. The Manager will be responsible for releasing cumulative totals and precinct returns from the election to the joint participants, candidate, press, and general public by distribution of hard copies or electronic transmittals (where accessible).

14. Majority Vote. Trustees will be elected by majority vote, whereby the candidate receiving the majority of the votes wins.

15. Tie Votes/Runoff Election. If a tie vote occurs in the General Election, the tying candidates may agree to cast lots. Otherwise, a second election (the "Runoff Election") will be held on June 7, 2025 (the "Runoff Election Day"). If another entity involved in the Joint Election also shall hold a Runoff Election on such date, Dallas County Elections Department shall designate which of the polling places designated above for Early Voting and Election Day shall be used for a Runoff Election.

The polling places shall be open from 7:00 a.m. until 7:00 p.m. for voting on the Runoff Election Day, and all procedures used for canvassing the election returns shall be the same as those used on May 3, 2025. Early voting by personal appearance for any Runoff Election shall be held and designated by Dallas County Elections. The address to which applications and ballots voted by mail shall be sent is: Early Voting Clerk, Dallas County Elections Department, 1520 Round Table Drive, Dallas, Texas 75247, or by email to evapplications@dallascounty.org. The dates and times for early voting by personal

appearance will be determined and established by the Dallas County Elections Department.

16. Combined Election Order and Notice. The Board of Trustees shall give notice of the General Election and the Runoff Election, should a Runoff Election be necessary, and this combined Election Order and Notice (Appendix B) shall serve as Notice for all such elections.

17. Posting and Publication of Combined Election Order and Notice. The Secretary or his/her designee is hereby authorized and instructed to post or cause to be posted, in English, Spanish and Vietnamese, the attached Notice of General Election, along with a list of the polling places, in three public places where notices are customarily posted in the District, on the bulletin board used for posting notices of the meetings of the RISD Board of Trustees, on the District's website, and at any other locations as required by law. Dallas County Elections also shall cause a copy of this combined Election Order and Notice to be published one time in a newspaper of general circulation in Dallas County, Texas.

a. **General Election: Posting of Election Order and Notice.** This Election Order and Notice and/or attached Notice of General Election (Appendix B) shall be posted, in the manner described above, not later than the 21st day (April 12, 2025) before the May 3, 2025, election.

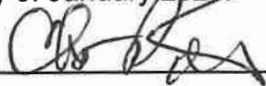
b. **General Election: Publication of Election Order and Notice.** This combined Election Order and Notice and/or attached Notice of General Election (Appendix B) shall be published, in the manner described above, not more than 30 days (April 3, 2025) or less than 10 days (April 23, 2025) before the date of the May 3, 2025, election.

c. **Runoff Election: Posting Notice of Election Order and Notice.** In the event it is necessary to hold a Runoff Election, this combined Election Order and Notice and/or attached Notice of General Election shall be posted, in the manner described above, not earlier than 30 days (May 8, 2025) and not later than 10 days (May 28, 2025) before the date of the June 7, 2025, Runoff Election.

18. Authority to Act. The President and Secretary of the RISD Board of Trustees, the Superintendent, and their designees, in consultation with the General Counsel, are hereby authorized to take any and all actions necessary (whether expressly authorized or mentioned herein) to comply with the provisions of the Election Code, the Federal Voting Rights Act, the Texas Education Code, and other applicable law in implementing this Order and in carrying out and conducting the Election and any Runoff Election, whether or not expressly authorized herein.

19. Effective Date. This Order shall take effect immediately upon approval.

UNANIMOUSLY PASSED AND APPROVED by the RISD Board of Trustees on this 16th day of January 2025.

By:  _____

Name: Chris Poteet

Title: President, RISD Board of Trustees

1/21/2025

Date Signed

ATTEST:

By:  _____

Name: Rachel McGowan

Title: Secretary, RISD Board of Trustees

1/16/25

Date Signed