

**DENTON INDEPENDENT SCHOOL DISTRICT**  
**Office of the Superintendent**

**MEMORANDUM**

**DRAFT**

**DATE:** September 11, 2009  
**SUBJECT:** New Ethnicity and Race Identification Requirement

Dear Colleagues:

I am sending you this information concerning new U. S. Department of Education (USDE) guidelines regarding the collection of data on ethnicity and race for public school students and staff.

The USDE requires that all state and local education institutions to collect information on ethnicity and race for students and staff. This information is used for state and federal accountability reporting, as well as for reporting to the Office of Civil Rights (OCR) and the Equal Opportunity Commission (EOC).

The federal government has developed a new standard for collecting and reporting this data in order to provide a more accurate picture of the nation's ethnic and racial diversity. These reporting categories were used during the 2000 census.

The new standard enables individuals to be identified in both ethnic and racial classifications and in more than one racial category if applicable. In the past, individuals could only select one category.

Texas schools will adopt the new standard in the 2009-2010 school year. As a result, you are being asked to review and update your race and ethnicity information.

The form established has been converted to an electronic form which is available on our district website. For the electronic form, please visit our website, Human Resources or Employment tab, or the FOR STAFF page, and click on the link for the Texas Public School Employee and Students Ethnic and Race Questionnaire. We have linked this form to additional information for you to use in making your ethnicity and race determination. You should complete this electronic form by **October 11, 2009**. Submission of the form is your electronic signature.

If you have not responded by this date, or if you refuse to provide the information, please be aware that the USDE requires the school district to use observer information as a last resort for federal reporting. Please contact your campus secretary, building secretary, or human resources if you would like to check your ethnicity and race information which is currently on file.

Ray Braswell  
Superintendent  
Denton ISD