

# Board Information Item

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Information  
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Board Agenda  
Information

Board Agenda  
Action

Board Agenda  
Consent

02/23/2026

<b>Subject:</b>	Renew Legal Services Agreement with Leasor Crass, P.C.
<b>Contact Person:</b>	Rick DeMasters, Interim Superintendent Paula Barbaroux, Chief Operations Officer
<b>Policy/Code:</b>	BDD(LOCAL)
<b>Board Goal:</b>	Priority 4: Strong Financial Stewardship and Internal System Efficiency Objective 4.2: Effective and Efficient District Operations
<b>Summary:</b>	<p>The law firm of Leasor Crass, P.C. has been providing legal services for the District since May 2023. For the current school year, the firm has waived its fee for its retainer program, where basic telephone consultation is provided at no cost. Additionally, the firm has informed the District of an increase in hourly legal fees.</p> <p>Pursuant to Board Policy, BDD(LOCAL), the Board shall retain attorneys, as necessary, to serve as the District's legal counsel and services shall be set forth in writing between the Board and the attorney or attorneys.</p>
<b>Attachments:</b>	Legal Services & Retainer Program, Leasor Crass
<b>Recommendation:</b>	The recommendation is for the Board of Trustees to approve the renewal of the legal services contract with Leasor Crass with revised rates for legal services. The fee for the retainer program is no cost for the current school year.



LEASOR CRASS, P.C.  
YOUR SCHOOL • OUR MISSION

## PROACTIVE LEGAL SERVICES & RETAINER PROGRAM

The Grapevine-Colleyville Independent School District (hereinafter “District”), acting by and through the authorized Trustee or Employee whose signature appears below, hereby retains the law firm of Leasor Crass, PC (hereinafter “Law Firm”), to provide the services to the District set forth below.

1. **Telephone Consultation:** The Law Firm shall provide telephone consultation on routine matters at no charge to the District’s Trustees, Superintendent, or any Superintendent designee pertaining to questions arising out of the operation of the District. District Trustees and staff shall have access to attorneys’ cell phone numbers and direct telephone numbers to enable access to the firm’s attorneys.
2. **Email Questions:** The Law Firm shall provide responses to email questions regarding routine matters at no charge to the District’s Trustees, Superintendent, or any Superintendent designee pertaining to questions arising out of the general operation of the District. The District shall be provided a list of attorney email addresses for email access.
3. **Additional Legal Work:** Additional legal work may include, but is not limited to, negotiation of contracts, grievances, personnel nonrenewal or terminations, review of construction documents, intellectual property, review and preparation for ARD and §504 meetings, litigation, administrative appeals, and specialized trainings. This includes research, the preparation of opinion letters and memorandum of law, the provision of legal advice, and extended phone conferences or lengthy emails as well as representation in adversarial matters. All time, including telephone calls, is charged at the hourly rates set forth below billable in six (6) minute increments, plus expenses and shall be charged and invoiced on a monthly basis.

### Fees for Retainer Districts and Charter Schools

Partners/ Of Counsel	Sr. Associates	Associates	Law Clerks	Paralegals
\$310/hour	\$290/hour	\$275/hour	\$150/hour	\$140/hour

4. **Access to Publications:** The Law Firm shall send information in the form of publications to designated District personnel and trustees on a routine basis relating to developments in school law. The content and publication schedule of such updates shall be determined by the Law Firm.

5. **School Board Trainings:** Individuals at the law firm are approved by TEA to provide board training continuing education credits. Discounted rates will be provided to your District for the annual required school board training hours. Customized programs at special rates can be negotiated for your specific district.
6. **Administrator Recruitment:** Because of the vast networking opportunities available, combined with our many years of service, both as educators and school attorneys, we are in a unique position to assist the District in recruiting top candidates for your administrator positions. Firm members will assist the Superintendent/Human Resources Department in soliciting, contacting, or evaluating individuals for key administrator positions within your District at a nominal charge to the District.
7. **District Trainings:** Individuals at the law firm are approved by TEA to provide professional continuing education credits for administrators. Discounted rates will be provided to your District for training in the areas listed below. Customized programs at special rates can be negotiated for your specific district. These trainings include:
  - a) Documentation Training for Administrators
  - b) Special Education Training
  - c) §504 Training
  - d) Mandatory Reporting and Human Trafficking
  - e) Bond Election Issues for Board Members and Administrators
  - f) Title IX Training
  - g) Chapter 37 Discipline Training
8. **Retainer Term and Cost:** There is an annual fee for this Retainer Agreement due no later than September 1<sup>st</sup> of each year. For the 2025-26 school year, Leasor Crass is offering the Retainer Program to GCISD complimentary at no cost to the District. Failure to provide the annual retainer agreement and remit payment shall result in the non-retainer rates being charged and the inability to access the services of our programs. This Retainer Agreement shall remain in effect unless notice of cancellation is received in writing by Leasor Crass. The annual fee is based upon the District's total student enrollment as of the last day of school for the 2024-25 school year and is as follows:

Student enrollment of <999.....	<del>\$595.00</del>	\$297.50/annually
Student enrollment of 1000-2499 .....	<del>\$695.00</del>	\$347.50/annually
Student enrollment of 2500-4999 .....	<del>\$795.00</del>	\$397.50/annually
Student enrollment of 5000-7499 .....	<del>\$895.00</del>	\$447.50/annually
Student enrollment of >7500.....	<del>\$995.00</del>	\$497.50/annually
Charter Schools .....	<del>\$895.00</del>	\$447.50/annually
Special Education Cooperatives.....	<del>\$895.00</del>	\$447.50/annually

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9. **Scope of Attorney-Client Relationship:** Membership in the Leasor Crass Proactive Legal Services & Retainer Program establishes a limited attorney-client relationship only between the Law Firm and the District. The relationship exists only as to the consultations and additional legal work that are requested by the District. Membership in the Proactive Legal Services & Retainer Program does not impose any duty upon the Law Firm to provide advice or legal services to the District regarding matters unless a specific request by the District's Board President, Superintendent or designee is made for specific advice. The Law Firm and the District acknowledge and represent that this Agreement does not establish an attorney-client relationship between the Law Firm and any individual Trustee or employee of the District. If a lawsuit or other adversarial matter is brought against the District and/or any Trustee or employee of the District, the Law Firm may require the execution of one or more separate letters of engagement prior to establishing an attorney-client relationship in the matter.

The State Bar of Texas asks every lawyer to advise his or her clients that the State Bar of Texas investigates and prosecutes professional misconduct committed by Texas attorneys. Although not every complaint against or dispute with a lawyer involves professional misconduct, the State Bar Office of General Counsel will provide you with information about these matters. For more information, call 1-800-932-1900. This is a toll-free call.

10. **Term of Agreement:** Upon the payment of the invoice and execution, this Agreement shall be effective immediately and shall renew annually on September 1<sup>st</sup> unless written notice of cancellation is received by Leasor Crass. Access to the publications shall become effective upon completion and return of the District Information Sheet included herein.

Effective this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

LEASOR CRASS, P.C.

GRAPEVINE-COLLEYVILLE INDEPENDENT  
SCHOOL DISTRICT



By: \_\_\_\_\_  
Mike Leasor, Shareholder

By: \_\_\_\_\_  
Shannon Braun  
President of the Board of Trustees



By: Rhonda Crass, Shareholder

Complimentary