



International American Education Federation, Inc., d/b/a International Leadership of Texas

January 22, 2020 Regular Meeting

Date and Time

Wednesday January 22, 2020 at 6:15 PM CST

Location

1820 N. Glenville Drive, Suite 100, Richardson, TX 75081

Meeting Notice & Mission Statement

In compliance with the Texas Open Meetings Act, the Texas Government Code, Chapter 551, timely public advance written notice (at least 72 hours before the scheduled time of the meeting) is given of the subjects the Board of Directors of International Leadership of Texas (the "Board"), and the Board will convene a Regular Open Meeting of the Board of Directors of International Leadership of Texas on the date and time and location set forth herein. It is the intent of the Board to have a quorum physically present at the above address. Board members not physically present may participate by live two-way video and audio feed in accordance with the Texas Open Meetings Act. If a quorum of the Board cannot be physically present at the above address, it is the intent to have the presiding officer physically present at the above address. The Board hereby certifies that this notice was posted on a bulletin board or on something akin thereto or at a place readily accessible and convenient to the public at 1820 N. Glenville Dr., #100, Richardson, TX 75081, as well as online at www.ILTexas.org. The items on this Agenda may be taken in any order. The mission of ILTexas is to prepare students for exceptional leadership roles in the international community by emphasizing servant leadership, mastering the English, Spanish, and Chinese languages, and strengthening the mind, body and character.

/s/ Finn Simmensen, For ILTexas' Board

Agenda

| | Purpose | Presenter | Time |
|--|-----------------|-----------|----------------|
| I. Opening Items | | | 6:15 PM |
| A. Record Attendance and Guests | | | |
| B. Call the Meeting to Order | | | |
| C. APPROVE MINUTES OF DECEMBER 18, 2019 REGULAR MEETING AND CHARTER FIRST PUBLIC HEARING | Approve Minutes | | |
| Approve minutes for December 18, 2019 Regular Meeting and Public Hearing of the Charter FIRST Rating Report on December 18, 2019 | | | |
| II. Public Speakers | | | 6:15 PM |
| A. Guests who spoke, if any | FYI | | |

III. Superintendent-CEO Report and Information Items 6:15 PM

- A. CHIEF ACADEMIC OFFICER REPORT** FYI Dr. Laura Carrasco-Navarrete
- B. CHIEF ADMINISTRATIVE OFFICER REPORT** FYI Jerry McCreight
- C. SCHOOL LEADERSHIP REPORT** FYI Dr. Thomas Seaberry

IV. Board Items for Action 6:15 PM

- A. CONSIDER/ACT ON DECEMBER, 2019 FINANCIAL REPORT** Vote James Dworkin
Discuss/Act to approve the Financial Report for the month of December, 2019.
- B. CONSIDER/ACT ON ILTEXAS NEPOTISM POLICY** Discuss Eddie Conger
Discuss/Take action to revise ILTexas current nepotism policy with reference to Texas nepotism law.
- C. CONSIDER/ACT ON BOARD APPROVAL REQUIREMENT FOR ITEMS EXCEEDING \$100,000** Vote James Dworkin
Discuss/Act to approve deletion from Fiscal Policy of the requirement for prior Board approval of contracts and orders which are to exceed \$100,000 in a fiscal year.
- D. CONSIDER/ACT ON BID SOLICITATION POLICY FOR FEDERALLY FUNDED PROJECTS** Vote James Dworkin
Discuss/Take possible action to revise ILTexas policies for soliciting bids for federally funded projects to change the requirement for three bids to a requirement for two bids, consistent with applicable law.
- E. CONSIDER/ACT ON SAFETY COMMITTEE** Vote Aaron Thorson
Discuss/Take possible action to form a Safety and Security Committee and assign Board Members to said Committee.

V. Executive Session 6:15 PM

- A. AUTHORIZATION** FYI
Closed Session for Any and All Reasons Permissible by Texas Law, including, but not limited to, Texas Government Code Sections 551.071, 551.072, 551.073, 551.074, 551.075, 551.076, 551.082, 551.083, 551.084, pertaining to any item listed on this agenda, as permitted by applicable law.
- B. DELIBERATION REGARDING REAL PROPERTY PURSUANT TO GOV.T CODE SEC. 551.072.** Discuss Eddie Conger
Discuss real estate matters pursuant to Government Code Section 551.072.

VI. Action Items After Executive Session 6:15 PM

- A. CONSIDER/ACT ON MOTION TO AUTHORIZE NEGOTIATION TO PURCHASE REAL PROPERTY** Vote Eddie Conger
Discuss/take possible action on Motion ("**Motion #1**") to authorize superintendent to submit offers, negotiate with sellers, and purchase real property on behalf of the board of directors as described in executive session.
- B. CONSIDER/ACT ON EXPANSION OF KATY-WESTPARK HIGH SCHOOL** Vote Eddie Conger
Discuss/take possible action on Motion ("**Motion #2**") to approve the expansion of Katy-Westpark High School.
- C. CONSIDER/ACT ON LEASE AGREEMENT IN COLLEGE STATION** Vote Eddie Conger
Discuss/take possible action on Motion ("**Motion #3**") to authorize the superintendent to negotiate and finalize a lease agreement in College Station as discussed in executive session.

D. CONSIDER ACT ON CONSTRUCTION OF HIGH SCHOOL CAMPUSES IN SOUTH DALLAS AND COLLEGE STATION AREAS Vote Eddie Conger

Discuss/Take possible action on Motion ("**Motion #4**") to approve construction of high school campuses in College Station and south Dallas county and remodel of purchased property in south Houston as discussed in executive session.

E. CONSIDER/ACT ON CMAR METHODOLOGY FOR PROJECTS APPROVED TONIGHT Vote Eddie Conger

Discuss/Take possible action on Motion ("**Motion #5**") to approve Construction Manager at Risk as construction methodology for projects approved tonight, and to approve the construction team as follows:

- Architect - Pivot North Architects
- Construction Manager – Waltz Construction
- Real Estate professional – Colliers International
- Owners Rep – Don Epperson

F. CONSIDER/ACT ON REIMBURSEMENT RESOLUTION Vote Eddie Conger

Discuss/Take possible action on Motion ("**Motion #6**") to approve reimbursement resolution #20200122.

VII. Closing Items

6:15 PM

A. Adjourn Meeting Vote

Cover Sheet

APPROVE MINUTES OF DECEMBER 18, 2019 REGULAR MEETING AND CHARTER FIRST PUBLIC HEARING

Section: I. Opening Items
Item: C. APPROVE MINUTES OF DECEMBER 18, 2019 REGULAR MEETING AND CHARTER FIRST PUBLIC HEARING
Purpose: Approve Minutes
Submitted by:
Related Material:
Minutes for December 18, 2019 Regular Meeting and Public Hearing of the Charter FIRST Rating Report on December 18, 2019

DRAFT



International American Education Federation, Inc., d/b/a International Leadership of Texas

Minutes

December 18, 2019 Regular Meeting and Public Hearing of the Charter FIRST Rating Report

Date and Time

Wednesday December 18, 2019 at 6:15 PM

Location

1820 N. Glenville Drive, Suite 100, Richardson, TX 75081

Meeting Notice & Mission Statement

In compliance with the Texas Open Meetings Act, the Texas Government Code, Chapter 551, timely public advance written notice (at least 72 hours before the scheduled time of the meeting) is given of the subjects the Board of Directors of International Leadership of Texas (the "Board"), and the Board will convene a Regular Open Meeting of the Board of Directors of International Leadership of Texas on the date and time and location set forth herein. It is the intent of the Board to have a quorum physically present at the above address. Board members not physically present may participate by live two-way video and audio feed in accordance with the Texas Open Meetings Act. If a quorum of the Board cannot be physically present at the above address, it is the intent to have the presiding officer physically present at the above address. The Board hereby certifies that this notice was posted on a bulletin board or on something akin thereto or at a place readily accessible and convenient to the public at 1820 N. Glenville Dr., #100, Richardson, TX 75081, as well as online at www.ILTexas.org. The items on this Agenda may be taken in any order. The mission of ILTexas is to prepare students for exceptional leadership roles in the international community by emphasizing servant leadership, mastering the English, Spanish, and Chinese languages, and strengthening the mind, body and character.

/s/ Finn Simmensen, For ILTexas' Board

Directors Present

Dr. Lynne Beach, Major General James Williams, PETER GUDMUNDSSON, Soner Tarim (remote), Tracy Cox

Directors Absent

None

Guests Present

Finn Simmensen

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Major General James Williams called a meeting of the board of directors of International American Education Federation, Inc., d/b/a International Leadership of Texas to order on Wednesday Dec 18, 2019 @ 6:16 PM at 1820 N. Glenville Drive, Suite 100, Richardson, TX 75081.

C. Approve Minutes of December 11, 2019 Special Meeting

PETER GUDMUNDSSON made a motion to approve the minutes from. December 11, 2019 Special Meeting on 12-11-19

Tracy Cox seconded the motion.

The board **VOTED** unanimously to approve the motion.

D. APPROVE MINUTES OF NOVEMBER 20, 2019 REGULAR MEETING

Dr. Lynne Beach made a motion to approve the minutes from. November 20, 2019 Regular Meeting on 11-20-19

Tracy Cox seconded the motion.

The board **VOTED** unanimously to approve the motion.

II. Annual Public Hearing of Charter FIRST Report

A. CALL TO ORDER

B. PRESENTATION OF FINANCIAL INTEGRITY RATING SYSTEM OF TEXAS (FIRST) REPORT

Chief Financial Officer James Dworkin presented the Charter FIRST Report to the Board.

C. ADJOURN CHARTER FIRST PUBLIC HEARING

III. Board Items for Action

A. CONSIDER/ACT ON BOARD APPROVAL REQUIREMENT FOR ITEMS EXCEEDING \$100,000

CFO James Dworkin briefed the Board.

PETER GUDMUNDSSON made a motion to direct administration to adjust the policy as presented.

Dr. Lynne Beach seconded the motion.

The board **VOTED** unanimously to approve the motion.

B. CONSIDER/ACT ON NOVEMBER, 2019 FINANCIAL REPORT

CFO James Dworkin reported to the Board.

PETER GUDMUNDSSON made a motion to approve the November, 2019 Financial Report.

Tracy Cox seconded the motion.
The board **VOTED** unanimously to approve the motion.
The Board recessed Open Session to enter Executive Session at 6:37 p.m.

IV. Executive Session

A. AUTHORIZATION

The Board convened Executive Session at 6:45 p.m.

B. HEAR EMPLOYEE GRIEVANCE (1 OF 2)

Tracy Cox made a motion to take no action.
PETER GUDMUNDSSON seconded the motion.
The board **VOTED** unanimously to approve the motion.

C. HEAR EMPLOYEE GRIEVANCE (2 OF 2)

Tracy Cox made a motion to take no action.
PETER GUDMUNDSSON seconded the motion.
The board **VOTED** unanimously to approve the motion.

V. Closing Items

A. Adjourn Meeting

Dr. Lynne Beach made a motion to adjourn the meeting.
PETER GUDMUNDSSON seconded the motion.
The board **VOTED** unanimously to approve the motion.
There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 9:00 PM.

Respectfully Submitted,
Finn Simmenssen

Cover Sheet

CHIEF ACADEMIC OFFICER REPORT

Section: III. Superintendent-CEO Report and Information Items
Item: A. CHIEF ACADEMIC OFFICER REPORT
Purpose: FYI
Submitted by:
Related Material: January Board Report.pdf



ILTexas Chief Academic Officer Report
January 22, 2020
Presented by: Dr. Laura Carrasco

Scholarships:

| | |
|---------|-------------|
| AGPHS - | \$2,116,284 |
| GHS - | \$3,362,434 |
| KWHS- | \$ 296,000 |
| KSHS - | \$2,048,991 |

Highlights:

Stanford acceptance (with full scholarship) from AGP! Babson College acceptance (with full scholarship) from AGPHS!

Two acceptances to Case Western Reserve University from GHS! University of Queensland (Australia) from GHS! Deferral from Georgetown at GHS!

Deferral from Princeton for KWP! (It's not a no!) (**Our advisor at KWP sent out an email asking that students turn in any acceptances and scholarships that were received over break, so these numbers are not as current as the others. I feel very hopeful that we will be able to have more timely information available once the office situation and ability to pull students is rectified.)

University of Chicago, Barnard, and Johns Hopkins acceptances for KSHS!

Class of 2020 Update

Applications to 4 Year Universities

Class of 2020 Goal: 100% acceptance into a 4 year college/university

4-Year Application Numbers:

AGPHS - 81 (94%)

GHS - 112 (75%)

KWHS - 34 (68%)

KSHS - 79 (76%)

4-Year Acceptances:

AGPHS - 35 (40%, 97 acceptances to 59 colleges and universities)

GHS - 40 (27%, 138 acceptances to 68 colleges and universities)

KWPHS - 11 (22%, 19 acceptances to 11 colleges and universities)

KSHS - 52 (45%, 123 acceptances to 65 colleges and universities)

Advanced Academics/GT Update

| Campus | % Identified (min. target = 5%+) | # of students that are coded as GT in Skyward | Area Total Average % Identified |
|-------------------------------------|---|---|---------------------------------|
| <u>DALLAS AREA</u> | | | |
| Garland K-8 | 10% | 144 | 11% |
| Garland 9-12 | 8% | 54 | |
| Lancaster K-8 | 9% | 111 | |
| Lancaster DeSoto 9-10 | 14% | 11 | |
| <u>TARRANT AREA</u> | | | |
| Arlington K-8 | 5% | 59 | 7% |
| Arlington Grand Prairie 9-12 | 4% | 23 | |
| East Fort Worth K-8 | 5% | 56 | |
| Grand Prairie K-8 | 6% | 79 | |
| Keller K-8 | 7% | 95 | |
| Keller Saginaw 9-12 | 15% | 92 | |
| North Richland Hills K-8 | 4% | 55 | |
| Saginaw K-8 | 10% | 130 | |
| <u>HOUSTON/CS AREA</u> | | | |
| College Station K-9 | 11% | 148 | 5% |
| Katy K-8 | 6% | 75 | |
| Katy Westpark 9-12 | 4% | 21 | |
| Orem K-8 | 1% | 14 | |
| Westpark K-8 | 2% | 28 | |
| Windmill Lakes K-8 | 5% | 62 | |
| Windmill Lakes Orem 9-10 | 4% | 6 | |
| District Average and Totals: | 1,144 students identified or 5.91% | 1263 | 7% |



K-12 Advanced Academics Plan

Gifted & Talented (GT Identification & Services)

Gifted and Talented Definition

Students who participate in services designed for Gifted and Talented Students will demonstrate skills in self-directed learning, thinking, research, and communication as evidenced by the development of innovative products and performances that are advanced in relation to students of similar age, experience, or environment and reflect individuality and creativity.

State Definition of the Gifted and Talented Student

TEC §29.121. DEFINITION: A Gifted and Talented Student means a child or youth who performs at, or shows the potential for performing at, a remarkably high level of accomplishment when compared to others of the same age, experience, or environment and who:

1. Exhibits high performance capability in an intellectual, creative, or artistic area;
2. Possesses an unusual capacity for leadership; or
3. Excels in a specific academic field.

Local Definition of Gifted and Talented

International Leadership of Texas ISD defines Gifted and Talented as any child or youth in grades K-12 who performs at, or shows the potential for performing at a remarkably high level of accomplishment when compared to others of the same age, experience, or environment, and who:

1. Exhibits high performance capability in general intellectual ability; or
2. Excels in one or more specific academic fields: math, science, language arts, and/or social studies

State Goal for GT Services / How Does ILTexas Meet this Goal

Students who participate in services designed for Gifted and Talented Students will demonstrate skills in self-directed learning, thinking, research, and communication as evidenced by the development of innovative products and performances (recorded in student portfolio) that are advanced in relation to students of similar age, experience, or environment and that reflect individuality and creativity.

1) Identify students in grades K-12 who demonstrate an academic need for Gifted and Talented services using the criteria established by the district, approved by the board, and in compliance with the state mandates.

2) Develop the students' capacities to become self-directed and to be confident in their ability to research and process information and to create and communicate their findings as they produce and present advanced-level products or performances as well as products and performances of professional quality at the high school exit level.

3) Enhance and refine the abstract and complex thinking and reasoning of these students through more sophisticated creative and critical thinking activities as they reflect and refine their own thinking processes.

4) Provide students with multiple opportunities to participate in learning experiences using advanced content (within the four core areas, as well as fine arts) which are defensibly differentiated in depth, complexity, and range through modification to content and/or process and/or product. Students will be able to work independently, with groups of other gifted students, and with groups of non-gifted peers.

Student assessment for gifted and talented services is collaborative and ongoing throughout the school year and cumulative through schooling experience (across the grade levels). Via the Rtl process, as tracked through the Student Success Team (SST), led by GT Lead and counselors, all data will be collected and stored in a Portfolio (digital or physical). Copies of this data will need to be stored with the grade band level counselor as well as the AP over GT. Students with a large learning capacity will be identified as GT learners, for purposes of the state, by a committee of GT trained educators from the campus and district.

For the Gifted Student's Portfolio

Gifted Characteristics (only to be uploaded to Skyward Gifted tab, NOT Seesaw)

- o Teacher and parent survey/Referral Form
- o GT IEPs once determination is made
- o SST documentation

Assessment Data (only to be uploaded to Skyward Gifted tab, NOT Seesaw)

- o Ability test

Student Pieces (these pieces can be uploaded to Seesaw for digital "work" portfolios)

- o Projects and performances
 - Pre-determined, grade level wide projects
 - Student selected pieces
 - Teacher selected pieces
 - Data (Reading Levels, Unit assessment data, MAP results, etc) that is open to be shared with parents

Transfer students seeking to be identified for needing GT services will need to submit identification data from previous school to campus SST committee for review. Additional information may be required. IL Texas may or may not accept previous GT identification, as documented through PEIMS from their previous district.

Furlough of services, reassessment of needs, and the exiting students from receiving GT services will be reviewed by the SST committee on a case-by-case basis, as and if needed.

Appeal of non-qualifying GT Services can be done yearly. If the student did not qualify for GT Services the student can be reassessed the following year.

Service Design/Curriculum & Instruction is based on the academic needs of those students with the largest capacities to learn in the four core content areas. Additionally International Leadership of Texas serves the needs of students with leadership, athletic, linguistic (through trilingual enrichment model), and artistic capacities to excel above grade level peers. These identified students will have opportunities to work together as well as individually. These opportunities for exploring a curriculum with advanced depth and complexity of content will be provided during school hours (i.e., enrichment time offerings, differentiated instruction, telescoping, curriculum modifications and accommodation, acceleration) and out of school as well (i.e., competitions, clubs, extracurricular activities, etc). As part of our campus master schedule, each grade level will have a designated enrichment period whereby GT identified students (as well as others) will have an opportunity to be challenged on their level. Furthermore, part of the IL Texas GT service design is offering opportunities for acceleration as students qualify based on credit by exam qualification.

Moreover, additional opportunities are offered in Middle School and High School as follows:

- Pre AP and AP classes provide options, challenges, and appropriate depth and complexity of content.
- Juniors and Seniors in high school have access to Dual Credit classes on the university level.
- Leadership and Career assessment and training are provided in areas of strength (in collaboration with Kuder Galaxy, K-5, and Kuder Navigator 6-12).

Professional Development on the nature and needs of gifted students will be provided to all administrators, counselors, and instructors. Instructors are required to complete the 30-hour GT Foundations training through any regional ESC (via both online and face-to-face platforms) and complete an additional 6-hour update annually. Foundations 1 & 2 (face-to-face) will include an orientation of the district's identification process and service model. The GT Coordinator Ashley Neuschwander will be involved with the planning and conducting of the face-to-face training. *Teachers who have attended the College Board five-day summer institute will be excused from Foundations 3 and 4.

As teachers receive their 30-hour GT training and/or 6-hour update certificates, they will need to submit their certificates of completion to the campus AP over GT, as well as upload the documents to Eduphoria. For any teacher, the above training is not a substitute for teachers having to take the state GT exam and adding the GT supplemental to their teaching certificate through TEA/SBEC, if desired (not required by ILTexas).

Family and Community Involvement will be encouraged. Information on GT services will be available on the website and will be shared at informational meetings. Family and

community members will also have an opportunity to join TAGT parent association. Parents will be informed of the array of learning opportunities, and products and achievements will be shared with the community.

Campus GT Leads will meet at least twice per year with district Advanced Academics/GT Coordinator (Ashley Neuschwander; aneuschwander@iltexas.org). GT Leads will be charged with leading their campuses towards full implementation of the above components of our GT program. GT Leads will serve as Subject Matter Experts and will need to assist either in person or other communication with GT-SSTs or Pre-GT-SSTs to help guide the committee in making the most instructionally sound decisions/interventions for our GT kids and GT-IEPs as needed.

GT Leads will also serve as the official campus CogAT Testing Proctors; however, each campus will also need to designate two IAs and the Media Specialist will be trained as an emergency back-up proctor or to assist with testing complications. Our Campus AP over GT will ensure effective execution/supervision of the program.

GT Coding Within Student Information System (Skyward)

The gifted and talented indicator code must reflect the student's identification for gifted and talented services for each six-week/nine-week reporting period.

- All students identified as Gifted and Talented and receiving Gifted and Talented services should be GT PEIMS coded including the student's GT program entry effective date.
- The gifted and talented indicator code is removed from the attendance accounting system by the clerical personnel only when directed by the GT Campus Lead. The effective date of dismissal should be recorded.
- How To Code in Skyward Found [Here](#)

Acceleration (Compacting, Single-Subject, & Grade Level)

Content Acceleration

Acceleration may be used as appropriate for students in grades K-12. Decisions to accelerate should be made by the SST committee, consisting of 3 trained administrators and/or teachers. Parents, the student, and others may also be included when applicable.

- Curriculum compacting
 - o Pre-assess at beginning of new academic area (MAP).
 - o Curriculum is "compacted", taught at a faster pace with time to incorporate advanced content and skills via differentiated instruction (of TEKS RS Units) and or via enrichment period/time.
- Single-subject acceleration into advanced classroom
 - o Appropriate for a student who is advanced in a specific domain such as math.
 - o Use results from TTU Credit By Exam or MAP data (80-90% proficiency required).
 - o The student leaves the regular classroom to attend the accelerated class in appropriate grade level (i.e., 1st grader receiving RLA instruction with

2nd grade teacher, 5th grade student taking 6th grade math, 7th grader taking Algebra I, 8th graders taking English I, Dual Credit and AP courses at the high school level, etc).

Grade Level Acceleration K-5

All students are eligible to be considered for grade level acceleration, if they meet all of the following criteria:

- score of 80% or higher on a district or state developed exam (CBE by Texas Tech) in **all** core areas: reading language arts, mathematics, science, and social studies *in English and/or Spanish for students participating in fully implemented 45%/45% DLI program while taking into account 10% Chinese language development, determined on case-by-case basis by SST (L1 or both)*
- recommendation from SST (with teacher input)
- student's parent/guardian's written approval

The SST (with teacher input) will determine timeframe of when qualifying students will be accelerated into advanced grade level.

Course Acceleration 6-12

Students are eligible to test for credit by exam through ILTexas. Course credit will be awarded for the following:

- score of 80% or higher on exam (CBE by Texas Tech) -or-
- score of 3 or higher on AP exam -or-
- score of 75 or higher on CLEP exam

Exam Windows

The CBE exams will be administered 4 times annually upon referral by SST.

Testing Windows:

- July 1-September 30
- October 1-December 31
- January 1-March 31
- April 1-June 30

Students may attempt exam up to two times per subject.

Parents are responsible for the CBE exam fees unless the referral is made by the SST committee based upon a recommendation by the student's teacher who observes that the student's academic needs are not being met in the current grade level.

Link to purchase CBE testing:

<http://www.depts.ttu.edu/k12/programs/testing/institutional/>

Professional Development for January & February:

| Day | Date | DAY | Time | Dept | Event | Attendees | Location |
|-----------|------------|-----|-------------|--------------------------|---|--|--|
| Monday | Jan 13-14 | A | All Day | STEM | STEM4Innovation at Texas A&M Conference | STEM-Barkman, Rivers, Griffith, Neuschwander | Texas A&M |
| Tuesday | January 14 | B | 8:30-3:30 | Assessment | Required CTC Training for STAAR/EOC/TELPAS/STAAR Alt. 2 | Houston Area CTCs | HQ Houston |
| Wednesday | January 15 | A | 8:30-3:30 | Assessment | Required CTC Training for STAAR/EOC/TELPAS/STAAR Alt. 2 | College Station CTCs | CS K8 |
| Wednesday | January 15 | | 8:30-11:30 | DLI | Region X DLI campus visit | Admins and campus IC | Saginaw ES |
| Wednesday | January 15 | | 12:30-3:30 | DLI | Region X DLI campus visit | Admins and campus IC | EFW ES |
| Thursday | January 16 | B | 8:30-3:30 | Assessment | Required CTC Training for STAAR/EOC/TELPAS/STAAR Alt. 2 | Tarrant Area CTCs | HQ Tarrant |
| Friday | January 17 | A | 8:30-3:30 | Assessment | Required CTC Training for STAAR/EOC/TELPAS/STAAR Alt. 2 | Dallas Area CTCs | HQ #3 PD |
| Sunday | January 19 | | 8:00 - 4:30 | EL Dept. | Kagan Winter Academy | Secondary Math and ELA teachers | Addison |
| Monday | January 20 | | 8:00 - 4:30 | EL Dept. | Kagan Winter Academy | Secondary Math and ELA teachers | Addison |
| Wednesday | January 22 | | 8:00-4:00 | Professional Development | DFW PBIS and IC Campus Visits Calibration Walks | APs over PBIS and IC | EFW and NRH |
| Wednesday | January 22 | A | 8:30-4:00 | DLI Department | VIDA Site visit K-5 | Teachers and staff | Garland K-8 |
| Wednesday | January 22 | A | 8-4 | HQ LDR | Finish Strong DFW GLA Meeting | GLAs | TBA |
| Wednesday | January 23 | | 8-4 | Professional Development | DFW PBIS and IC Campus Visits Calibration Walks | APs over PBIS at | Lancaster K8, Garland K8, and Garland HS |

| | | | | | | | |
|---------------|---------------|---|-------------|--------------------------|--|---|---|
| Thursday | January 23 | B | 8-4 | HQ LDR | Finish Strong Houston/CS GLA Meeting | GLAs | TBA |
| Thursday | January 23 | | 8:30-3:30 | DLI | Region X DLI campus visits | Admin and campus IC | NRH ES |
| Thursday | January 23 | B | 8:30-4:00 | DLI Department | Vida Site Visit K-5 | Teachers and Staff | Grand Prairie K-8 |
| Friday | January 24 | A | All Day | All Campuses | Last Day of the 3 Week Cycle | Teachers | All Campuses |
| Friday | January 24 | A | All Day | Assessment | Last Day for LPAC & Special Pops Meetings to make TELPAS, TELPAS Alt. & STAAR Alt. 2 Testing Decisions | SPED/LPAC Teams | All Campuses |
| Friday | January 24 | A | TBD | DLI | TEA DLI Pilot - Year 2 Meeting with Whole Group | Garland K-8, Arlington K-8 & Keller K-8 | Zoom- will send the link prior to the meeting |
| Friday | January 24 | A | 8:30-4:00pm | DLI Department | Vida Site Visit K-5 | Teachers and Staff | Arlington K-8 |
| Saturday | January 25 | | 8:30-3:30 | EL Dept. | ELs in Texas - What Teachers Need to Know - Seidltiz Education | Teachers/Coaches | DFW - Grand Prairie K-8 |
| | January 25 | | 8:30 - 3:30 | EL Dept. | ELs in Texas - What Teachers Need to Know - Seidltiz Education | Teachers/Coaches | Houston - Westpark K-8 |
| Saturday | January 25 | | All Day | Intercultural Committees | Lunar New Year Event | Students and families | All campuses |
| Monday-Friday | January 27-31 | | ALL WEEK | ALL Campuses | Holocaust Remembrance Week (per Gov. Abbott/SB1828) | | |
| Monday | January 27 | | 8:30-3:30 | DLI | Region X DLI campus visits | Campus admin and Campus IC | Keller K-8 |

| | | | | | | | |
|-----------|------------|---|---|--------------------------|--|---|---|
| Tuesday | January 28 | B | 9:00 - 11:00 AM | All K-8 Campuses | Distret Spanish Spelling Bee | Administrators and campus winners 3-5 / 6-8 | https://zoom.us/join/784127 |
| Wednesday | January 29 | | 8-4 | professional Development | BRES LW | | Orem K8 (AM) and WMLKS (PM) |
| Thursday | January 29 | | 8:00 - 4:00 | HAO | 6-8 RLA Planning Workshop | 6-8 RLA Teachers from Orem, WLKS, & WPKS | Houston Area Office |
| Wednesday | January 29 | | 8:30-3:30 | DLI | Region X DLI campus visits | Campus admin and Campus IC | Arlington K-8 |
| Wednesday | January 29 | | 8:30 - 3:30 | EL Dept. | Region 10 Walk Through - ESL Program | Teachers | Lancaster MS (AM)/Lancaster HS (PM) |
| Wednesday | January 29 | | 8:30-3:30 | Social Studies | STAAR Review Training | 8th & 11th grade teachers | HQ3 PD & Conference |
| Wednesday | January 29 | | 11-12:30 | C&I | 90 Min. Whetstone Training for Whetstone Observation/Feedback Pilot Campuses | Campus Admin & HQ/Area Dir and Coaches | Windmill Lakes Orem HS |
| Thursday | January 30 | | 8:30-3:30 | Social Studies | STAAR Review Training | 8th & 11th grade teachers | HQ3 PD & Conference |
| Thursday | January 30 | B | 8:30- 4:00 | DLI Department | Vida Site Visit K-5 | Teachers and Staff | College Station K-8 |
| Thursday | January 30 | | 8:00 - 4:00 | HAO | 3-5 RLA Planning Workshop | 3 - 5 RLA Teachers from Orem, WLKS, & WPKS | Houston Area Office |
| Thursday | January 30 | | 8:00-9:30 at HQ3 OR 1:30-3pm at Saginaw K-8 | C&I | 90 Min. Whetstone Training for Whetstone Observation/Feedback Pilot Campuses | Campus Admin & HQ/Area Dir and Coaches | AM HQ3 Zoom or Meeting ID 2103323259 PM @ Saginaw K-8 |

| | | | | | | | |
|-----------|------------|---|--------------|--------------------------|---|--|--------------------------------|
| Friday | January 31 | B | All Day | All Campuses | Progress Reports Go Home | Teachers | All Campuses |
| | | | 8-12 | Tarrant | -Tarrant County Area Huddle- | Tarrant County Area | AOT |
| Saturday | February 1 | | 8:30--3:30 | DLI Dept. | Saturday DLI Academy for Bilingual Teachers - Writer's Workshop (Spanish) | Spanish DLI teachers | Lancaster K8 |
| Saturday | February 1 | | 8:30--3:30 | DLI Dept. | Saturday DLI Academy for Bilingual Teachers - Writer's Workshop (Spanish) | Spanish DLI teachers | Westpark K8 |
| Monday | February 3 | A | All day | Assessment | First Day iStation - February Window (Feb. 3-7) | Grades K-8 | All K8 Campuses |
| Monday | February 3 | A | 8:30-3:30 | Social Studies | Teaching Social Studies to ELL's | Teachers and staff | Houston Area Office |
| Tuesday | February 4 | B | 8:30-12:30 | EL Dept. | LPAC Decisions for State Assessments - MOY LPAC | AP over LPAC, LPAC Lead | Dallas HQ #3 PD Area |
| Tuesday | February 4 | B | 8:30 - 12:30 | EL Dept. | LPAC Decisions for State Assessments - MOY LPAC | AP over LPAC, LPAC Lead | Houston - Area Conference Room |
| Tuesday | February 4 | B | 8:30- 4:00 | DLI | Vida Site Visit K-5 | Teacher and Staff | Westpark K-8 |
| Wednesday | February 5 | A | 8:30-4:30 | Social Studies | Teaching Social Studies to ELL's | Teachers and staff | HQ3 |
| Wednesday | February 5 | A | 8:30- 4:00 | DLI Dept. | Vida Site Visit K-5 | Teacher and Staff | Orem K-8 |
| Thursday | February 6 | B | 8:30-4:00 | Professional Development | Lead4Ward Rockin' Review- DFW | K-8 Administrator, IC(s), 4 GLA reps per campus HS- 1 admin, IC, 4 Department Leads 4 Core Area Coaches and 4 Core Directors | HQ 3 |
| Thursday | February 6 | B | 8:30- 4:00 | DLI Dept. | Vida Site Visit K-5 | Teacher and Staff | Windmill Lakes |
| Friday | February 7 | A | All Day | Assessment | End of Cycle Writing Assessment | All Grades | All Campuses |
| Friday | February 7 | A | 8:30-4:00pm | DLI Dept. | Vida Site Visit K-5 | Teacher and | Lancaster |

| | | | | | | | |
|-----------|-------------|---|----------------|---------------------------|--|--|---|
| Saturday | February 8 | | 8:30--3:30 | DLI Dept. | Saturday DLI Academy for Bilingual Teachers - Writer's Workshop (Spanish) | Spanish DLI teachers | TBD (Tarrant) |
| Saturday | February 8 | | 8:30 - 3:30 | DLI Department | Bilingual Literacy Stations | K-5 DLI (Spanish and English teachers) | Windmill Lakes K8 |
| Monday | February 10 | A | All Day | Assessment | TELPAS Writing Samples Window (Feb 10-March 20) | All Grades | All Campuses |
| Monday | February 10 | A | 8:00-1:00 | Assessment | Spring Benchmark - Writing, Science, English I & II | Grades 4, 5, 7, 8, HS | All Campuses |
| Monday | February 10 | A | All Day | Assessment | STAAR & EOC Interim Assessment Window (Feb. 10-14) | Grades 3-12 | All HS & K8 who will test online |
| Monday | February 10 | A | All Day | Assessment | End of Cycle Assessments Week | All Grades | All Campuses |
| Tuesday | February 11 | B | 8:00-1:00 | Assessment | Spring Benchmark - Math & Algebra I | Grades 3-8, HS | All Campuses |
| Wednesday | February 12 | A | 7:30-5:00 | HQ and all Campuses | District Principals Meeting | Principals, Area Superintendents, Chiefs | Buffalo City Hall |
| Wednesday | February 12 | A | 8:00-1:00 | Assessment | Spring Benchmark - Reading, Science | Grades 5, 8, HS | All Campuses |
| Thursday | February 13 | B | 8:00-1:00 | Assessment | Spring Benchmark - Social Studies | Grades 8, HS | All Campuses |
| Thursday | February 13 | B | 9:00-10:30 | Chinese & Spanish | AAPPL Training for Administrators | Principals and designees | Zoom |
| | | | 8-12 | Tarrant | -Tarrant County Area Huddle- | Tarrant County Area | AOT |
| Friday | February 14 | B | | All Campuses | Last Day of the Grading Period | Teachers | All Campuses |
| Saturday | February 15 | | 8:30--12:30 | EL Dept. | EL Academy for GLAs - SI Strategies to Foster Student Engagement | GLAs, LPAC Lead | GP K8 (DFW) |
| Saturday | February 15 | | 8:30--12:30 | EL Dept. | EL Academy for GLAs - SI Strategies to Foster Student Engagement | GLAs, LPAC Lead | KW HS (Houston) |
| Saturday | February 15 | | 7:30am -3:00pm | Spanish DLI Department | DFW Region X Spanish Spelling Bee | Spanish DLI department | Region 10 ESC - Spring Valley at 400 E. Spring Valley Rd Richardson, TX 75080 |
| Monday | February 17 | A | 8:00-4pm | Campus Principal | *Houston/CS Data Day & TELPAS Calibration | | |
| | February 17 | A | 8:00-4pm | HQ Subject Matter Experts | *DFW Districtwide PD Day (breakout sessions by department across DFW campuses) | | |

| | | | | | | | |
|-----------|-------------|---|----------------|---------------------------|---|--|---------------------------------|
| Tuesday | February 18 | A | 8:00-4pm | Campus Principal | *DFW Data Day & TELPAS Calibration | | |
| | February 18 | A | 8:00-4pm | HQ Subject Matter Experts | *Houston/CS Districtwide PD Day (breakout sessions by department across DFW campuses) | | |
| Thursday | January 30 | | 8:30 - 3:30 | EL Dept. | Region 10 Walk Through - ESL Program | Teachers | NRH MS (AM)/Keller MS (PM) |
| Wednesday | February 19 | | 8:30 - 3:30 PM | DLI | Region X DLI campus visits | Campus admin and campus IC | Lancaster K-8 |
| Wednesday | February 19 | | 9:00 - 2:00 pm | DAO | Dallas Area Principals' Meeting | Palagonia | LK8 |
| Wednesday | February 19 | A | 8:30-4:00 | DLI Department | VIDA Site Visit K-5 | Teachers and Staff | Saginaw K-8 |
| Wednesday | February 19 | A | 8:00 | All Campuses | Grades Due | Teachers | All Campuses |
| Wednesday | February 19 | | 5:00-8:00pm | RLA | Houston Area Charter School Spelling Bee | ILTexas Houston - Spelling Bee Winners | Windmill Lakes K8 |
| Thursday | February 20 | B | 8:30-4:00 | DLI Department | Vida Site Visit K-5 | Teachers and Staff | East Fort Ward |
| Thursday | February 20 | | 8:30 - 3:30 | EL Dept. | Region 10 Walk Through - ESL Program | Teachers | Saginaw HS (AM)/Saginaw MS (PM) |
| Thursday | February 20 | | 8:30 - 3:30 | DLI | Region X DLI campus visits | Admin and Campus IC | Grand Prairie K-8 |
| Friday | February 21 | A | 8:30-4:00 | DLI Department | Vida Site Visit K-5 | Teachers and Staff | Keller K-8 |
| | | | 8-12 | Tarrant | -Tarrant County Area Huddle- | Tarrant County Area | AOT |
| Saturday, | February 22 | | 8:30 - 3:30 | DLI Department | Bilingual Literacy Stations | K-5 DLI (Spanish and English teachers) | Keller K-8 |
| Saturday, | February 22 | | 8:30 - 3:30 | DLI Department | Bilingual Literacy Stations | K-5 DLI (Spanish and English teachers) | Grand Prairie K-8 |
| Saturday, | February 22 | | 8:30 - 3:30 | DLI Department | Bilingual Literacy Stations | K-5 DLI (Spanish and English teachers) | Westpark K8 |

| | | | | | | | |
|-----------|-------------|---|-------------|----------------|---|--|------------------------|
| Saturday, | February 22 | | 8:30 - 3:30 | DLI Department | Bilingual Literacy Stations | K-5 DLI (Spanish and English teachers) | Keller K-8 |
| Saturday, | February 22 | | 8:30 - 3:30 | DLI Department | Bilingual Literacy Stations | K-5 DLI (Spanish and English teachers) | Grand Prairie K-8 |
| Saturday, | February 22 | | 8:30 - 3:30 | DLI Department | Bilingual Literacy Stations | K-5 DLI (Spanish and English teachers) | Westpark K8 |
| Monday | February 24 | A | All Day | Assessment | First Day TELPAS & TELPAS Alt. (Window Feb. 24-March 31) | All Grades | All Campuses |
| Monday | February 24 | A | 8:30-4:00 | DLI Department | Vida Site K-8 | Teachers and Staff | North Richland Hills |
| Thursday | Feb. 25-28 | B | all day | Chinese | Chinese Multiplication Competition | Chinese teachers 3rd-7th grade | all K-8 campuses |
| Wednesday | February 26 | | 8:30 - 3:30 | EL Dept. | Region 10 Walk Through - ESL Program | Teachers | EFW MS (AM)/GP MS (PM) |
| Friday | February 28 | B | All Day | Assessment | Last Day for LPAC & Special Pops Meetings to make April STAAR Testing Decisions | SPED/LPAC Teams | All Campuses |
| Saturday, | February 22 | | 8:30 - 3:30 | DLI Department | Bilingual Literacy Stations | K-5 DLI (Spanish and English teachers) | WML K8 |

Cover Sheet

CHIEF ADMINISTRATIVE OFFICER REPORT

Section: III. Superintendent-CEO Report and Information Items
Item: B. CHIEF ADMINISTRATIVE OFFICER REPORT
Purpose: FYI
Submitted by:
Related Material: Authorized Board Notification 01.22.2020.pdf
Authorized Board Report 01.22.2020.pdf



INTERNATIONAL LEADERSHIP OF TEXAS

**Faculty and Support Staff New Hires
Subsequent to December 18, 2019
For Board Notification on January 22, 2020**

| NEW HIRES FOR THE 2019-2020 SCHOOL YEAR | | | |
|--|----------------------|---------------------------|-------------------|
| Position | Assignment | Building | Start Date |
| PROF - DISTRICT | ASSOCIATE DIRECTOR | HEADQUARTERS | 1/6/2020 |
| TEACHER | MIDDLE | ARLINGTON MIDDLE | 1/6/2020 |
| PARA - CAMPUS | INSTRUCTIONAL AIDE | WINDMILL LAKES MIDDLE | 1/6/2020 |
| PARA - CAMPUS | CAMPUS TECHNICIAN | KELLER HIGH | 1/6/2020 |
| PARA - CAMPUS | INSTRUCTIONAL AIDE | OREM ELEMENTARY | 1/6/2020 |
| PARA - CAMPUS | INSTRUCTIONAL AIDE | GARLAND HIGH | 1/6/2020 |
| TEACHER | ELEMENTARY | OREM ELEMENTARY | 1/6/2020 |
| TEACHER | HIGH | WINDMILL LAKES HIGH | 1/6/2020 |
| AUX - FOOD SERVICE | FOOD SERVICE CASHIER | WINDMILL LAKES ELEMENTARY | 1/7/2020 |
| AUX - FOOD SERVICE | FOOD SERVICE CASHIER | GARLAND ELEMENTARY | 1/7/2020 |
| TEACHER | ELEMENTARY | EAST FT. WORTH ELEMENTARY | 1/7/2020 |
| TEACHER | HIGH | ARLINGTON HIGH | 1/9/2020 |
| TEACHER | ELEMENTARY | NRH ELEMENTARY | 1/9/2020 |
| PROF - DISTRICT | FACILITATOR | HEADQUARTERS | 1/9/2020 |
| TEACHER | HIGH | ARLINGTON HIGH | 1/13/2020 |
| TEACHER | HIGH | KATY/WESTPARK HIGH | 1/14/2020 |
| PROF - DISTRICT | DIRECTOR | HEADQUARTERS | 1/15/2020 |
| PARA - CAMPUS | INSTRUCTIONAL AIDE | KATY MIDDLE | 1/16/2020 |
| PROF - CAMPUS ADMIN | ASSOCIATE PRINCIPAL | KATY ELEMENTARY | 1/16/2020 |
| PARA - CAMPUS | INSTRUCTIONAL AIDE | KATY ELEMENTARY | 1/17/2020 |
| PARA - CAMPUS | RECEPTIONIST | GARLAND ELEMENTARY | 1/21/2020 |
| PARA - CAMPUS | INSTRUCTIONAL AIDE | EAST FT. WORTH ELEMENTARY | 1/21/2020 |
| | | | |

Total employees hired subsequent to 12/18/2019: 22

Total Employee Count for 19/20 SY: 1,993

All employees are contingent upon Fingerprint and HR Clearance.



INTERNATIONAL LEADERSHIP OF TEXAS

**Authorized Position Report
January 22, 2019**

2019 - 2020 SCHOOL YEAR

| Position | # Positions | Positions Filled | Available FTE | Pending | Unfilled |
|----------------------|--------------------|-------------------------|----------------------|----------------|-----------------|
| AUX - FOOD SERVICE | 14.67 | 14.67 | - | | - |
| AUX - MAINTENANCE | 32.00 | 31.00 | 1 | | 1 |
| AUX - TRANSPORTATION | 20.50 | 20.50 | - | | - |
| COUNSELOR | 48.00 | 48.00 | - | | - |
| LIBRARIAN/MEDIA | 16.00 | 16.00 | - | | - |
| NURSE | 16.00 | 16.00 | - | | - |
| PARA - CAMPUS | 350.50 | 336.50 | 14 | 6 | 8 |
| PARA - DISTRICT | 52.50 | 48.50 | 4 | 2 | 2 |
| PROF - CAMPUS | 46.50 | 36.00 | 11 | | 11 |
| PROF - CAMPUS ADMIN | 67.00 | 64.00 | 3 | 1 | 2 |
| PROF - DISTRICT | 123.00 | 119.00 | 4 | | 4 |
| SLP | 13.00 | 10.00 | 3 | | 3 |
| SUPERINTENDENT | 1.00 | 1.00 | - | | - |
| TEACHER | 1,257.50 | 1,232.00 | 26 | 6 | 20 |
| Total | 2,058.17 | 1,993.17 | 65 | 15 | 50 |

Cover Sheet

SCHOOL LEADERSHIP REPORT

Section: III. Superintendent-CEO Report and Information Items
Item: C. SCHOOL LEADERSHIP REPORT
Purpose: FYI
Submitted by:
Related Material: This Page is Blank.docx

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Cover Sheet

CONSIDER/ACT ON DECEMBER, 2019 FINANCIAL REPORT

Section: IV. Board Items for Action
Item: A. CONSIDER/ACT ON DECEMBER, 2019 FINANCIAL REPORT
Purpose: Vote
Submitted by:
Related Material: Fin. Rpt. 2019-12 combined minus sample.pdf

ILTexas Board Report

Chief Financial Officer

December 31, 2019

Overall Status:



On Track

State of Financials and Key Ratios

| Key Ratios / Indicators | Results | Stat | Notes |
|---|-------------------------|------|---|
| YTD Change in Net Assets | \$ 3,428,000 | G | Budget = \$ 2,287,882 |
| Projected 6/30/20 Days Cash On Hand | 47.4 On Hand +24.0 debt | G | Goal = 76 days Bonds = 45 days FIRST >20 days |
| Administrative Ratio (function 21+41/11+12+13+31) | 10.6% | G | Target FIRST = 14% |
| Current Enrollment (As of end of Month) | 19,333 | G | Budget = 19,350 Target = 21,668 |
| Current Ratio (current asset/current liabilities) | 2.6 | G | 1.00 |
| Debt Service Coverage Ratio (net income before int. pmt. and dep / Int. and principal pmt.) | >1.5 | G | 1.10x |

| Key Indicators | FY 2019 | 2020 Budget | Current YTD |
|----------------|----------------|----------------|----------------|
| Revenue | \$ 191,842,540 | \$ 206,754,393 | \$ 104,252,000 |
| Expenses | \$ 183,943,039 | \$ 204,702,256 | \$ 100,824,000 |
| Net Income | \$ 7,899,501 | \$ 2,052,137 | \$ 3,428,000 |

Treasury / Accounting

BANKING

- BBVA 19,600,000
- TexPool 37,700,000 1.83%

-
- Total Cash \$ 57,300,000 (↓\$7,800,000)
 - Less: Accel Pmts 36,900,000 (↓\$7,800,000)
-

= Base-line Cash \$ 20,400,000 (no change)

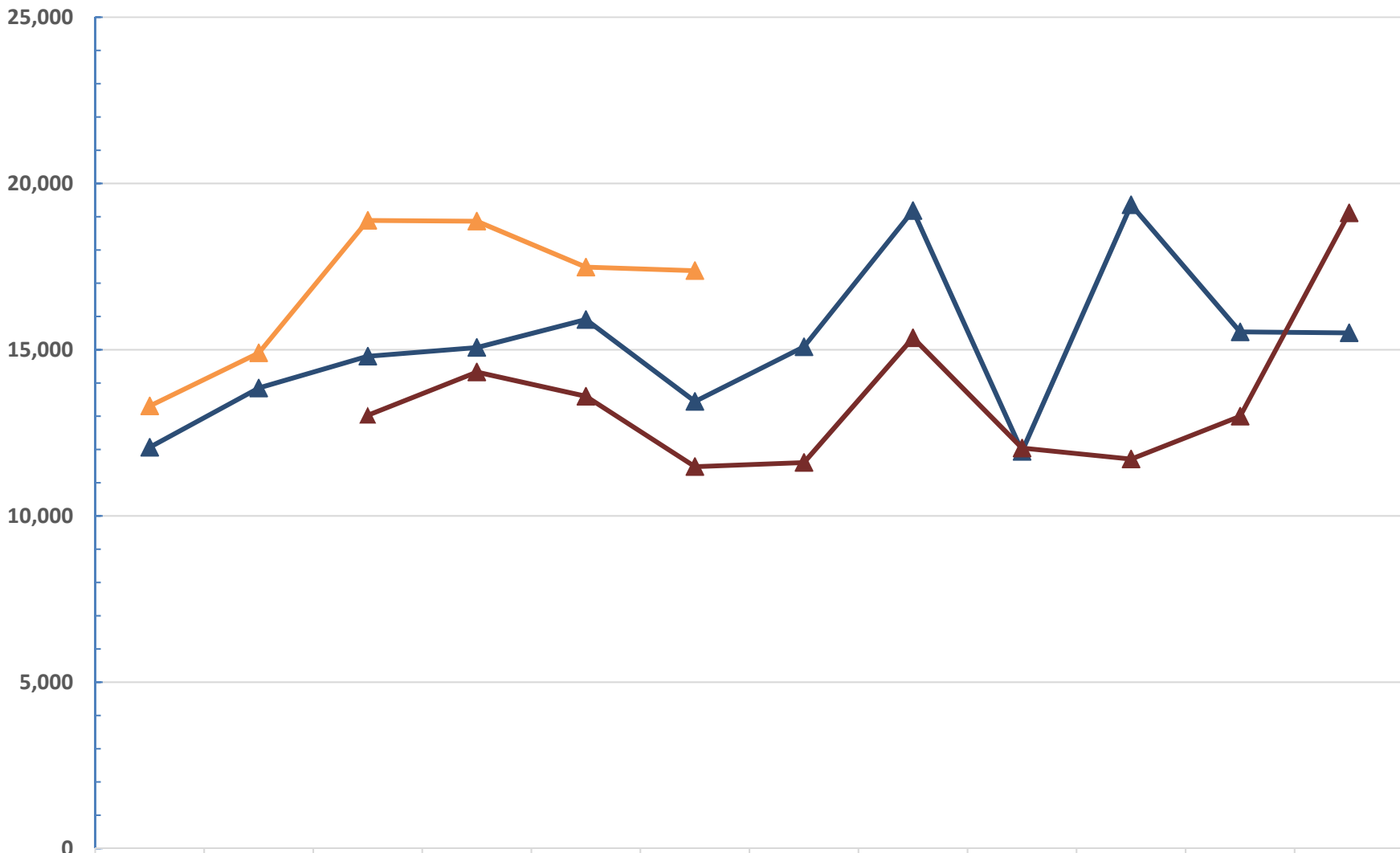
- **YTD Fixed Assets purchases = \$758,000**
- \$36,000 December (Victory Awning – Garland K8)

Current Activities

- Implementing audit recommendations
 - Monthly reconciliations of balance sheet
 - Increased automation (ach vs. wire / payroll cards)
- Researching options for improved data analytics
- Evaluating future credit lines to close before 6/31
 - \$35 million under MTI
 - \$10 million unsecured
- Grants update: Expansion, Security, TCEP

G On Track Y Of Concern R At Risk C Complete

INTERNATIONAL LEADERSHIP OF TEXAS TOTAL MONTHLY EXPENSES



| | JULY | AUG | SEPT | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUNE |
|---------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
| 2019-20 | 13,306,685 | 14,902,934 | 18,887,960 | 18,866,142 | 17,483,198 | 17,376,725 | | | | | | |
| 2018-19 | 12,064,266 | 13,846,414 | 14,803,071 | 15,066,973 | 15,906,248 | 13,443,654 | 15,087,697 | 19,185,321 | 11,941,085 | 19,356,312 | 15,535,001 | 15,506,318 |
| 2017-18 | | | 13,028,849 | 14,327,292 | 13,599,015 | 11,483,786 | 11,607,541 | 15,357,228 | 12,041,348 | 11,710,592 | 12,998,085 | 19,115,821 |

INTERNATIONAL LEADERSHIP OF TEXAS UNAUDITED

| | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | YTD | Budget | % YTD |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|-------------|-------------|-------------|-----------------------|-----------------------|-------------|
| | 2019-2020 | 2019-2020 | 2019-2020 | 2019-2020 | 2019-2020 | 2019-2020 | 2019-2020 | 2019-2020 | 2019-2020 | 2019-2020 | 2019-2020 | |
| Enrollment | | | | | | | | | | | | |
| Total Local Support | 69,997 | 539,563 | 490,891 | 504,039 | 250,153 | 323,304 | - | - | - | 2,177,948 | 3,028,770 | 72% |
| Total State Funds | 15,411,602 | 15,411,601 | 16,005,631 | 15,946,211 | 15,517,309 | 15,784,610 | - | - | - | 94,076,964 | 186,846,220 | 50% |
| Total Federal Program Rev. | 12,979 | 4,714 | 2,410,440 | 2,020,575 | 1,983,201 | 1,565,454 | - | - | - | 7,997,364 | 19,822,223 | 40% |
| Total Revenues | \$ 15,494,578 | \$ 15,955,879 | \$ 18,906,962 | \$ 18,470,825 | \$ 17,750,663 | \$ 17,673,369 | \$ - | \$ - | \$ - | \$ 104,252,276 | \$ 209,697,213 | 50% |
| Expenses | | | | | | | | | | | | |
| 11 Instructional | 6,267,815 | 6,935,361 | 8,295,404 | 8,369,354 | 7,823,429 | 7,662,927 | - | - | - | 45,354,290 | 95,810,237 | 47% |
| 12 Inst. resources & media | 65,383 | 66,308 | 71,724 | 103,012 | 72,260 | 73,053 | - | - | - | 451,742 | 1,014,102 | 45% |
| 13 Curriculum & inst. staff devel. | 410,790 | 532,657 | 550,345 | 689,223 | 562,469 | 531,956 | - | - | - | 3,277,439 | 8,233,529 | 40% |
| 21 Instructional leadership | 90,635 | 108,264 | 113,539 | 119,491 | 113,802 | 108,777 | - | - | - | 654,507 | 1,588,434 | 41% |
| 23 School leadership | 719,975 | 757,617 | 844,347 | 805,346 | 801,681 | 794,697 | - | - | - | 4,723,662 | 9,663,360 | 49% |
| 31 Guidance counseling & eval. | 311,472 | 321,339 | 381,740 | 610,657 | 450,406 | 387,942 | - | - | - | 2,463,556 | 5,515,976 | 45% |
| 32 Social work services | 97 | 5,776 | 7,667 | 12,973 | 12,249 | 5,676 | - | - | - | 44,439 | 111,431 | 40% |
| 33 Health services | 106,324 | 110,996 | 128,474 | 137,959 | 125,421 | 124,486 | - | - | - | 733,661 | 1,783,625 | 41% |
| 34 Student transportation | 58,494 | 70,235 | 120,121 | 125,966 | 156,159 | 109,770 | - | - | - | 640,744 | 1,719,724 | 37% |
| 35 Food services | 23,678 | 38,022 | 552,377 | 1,009,125 | 1,106,719 | 1,950,488 | - | - | - | 4,680,410 | 8,388,928 | 56% |
| 36 Extracurricular activities | 80,776 | 237,417 | 108,661 | 156,477 | 121,823 | 108,894 | - | - | - | 814,048 | 1,911,756 | 43% |
| 41 General administration | 402,931 | 398,571 | 1,446,064 | 643,426 | 993,408 | 905,246 | - | - | - | 4,789,647 | 5,371,111 | 89% |
| 51 Facilities maintenance & ops. | 1,832,526 | 2,169,666 | 2,718,537 | 2,744,165 | 1,918,619 | 1,521,991 | - | - | - | 12,905,504 | 24,874,420 | 52% |
| 52 Security and Monitoring | - | 15,854 | 176,566 | 247,249 | 175,564 | 145,325 | - | - | - | 760,559 | 2,119,581 | 36% |
| 53 Data processing services | 279,261 | 489,823 | 645,782 | 411,570 | 364,784 | 282,741 | - | - | - | 2,473,960 | 6,287,083 | 39% |
| 61 Community services | 29,014 | 27,740 | 60,094 | 67,383 | 72,937 | 64,541 | - | - | - | 321,708 | 1,226,399 | 26% |
| 71 Debt service | 2,627,513 | 2,617,288 | 2,666,520 | 2,612,766 | 2,611,107 | 2,598,214 | - | - | - | 15,733,407 | 31,789,635 | 49% |
| 81 Fundraising | - | - | - | - | 360 | - | - | - | - | 360 | - | |
| Total Expenses | \$ 13,306,685 | \$ 14,902,934 | \$ 18,887,960 | \$ 18,866,142 | \$ 17,483,198 | \$ 17,376,725 | \$ - | \$ - | \$ - | \$ 100,823,645 | \$ 207,409,331 | 49% |
| Change in Total Net Assets | \$ 2,187,893 | \$ 1,052,945 | \$ 19,002 | \$ (395,318) | \$ 267,466 | \$ 296,644 | \$ - | \$ - | \$ - | \$ 3,428,631 | \$ 2,287,882 | 150% |

INTERNATIONAL LEADERSHIP OF TEXAS UNAUDITED

| | | Prior Year | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | ILT |
|-----------------------|--|-----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|-------------|-------------|-------------|-----------------------|
| | | 2018-2019 | FY 2020 | FY 2020 | FY 2020 | FY 2020 | FY 2020 | FY 2020 | FY 2020 | FY 2020 | FY 2020 | 2019-2020 |
| 61-- | Payroll Costs | 101,185,349 | 7,738,945 | 8,841,251 | 9,697,401 | 9,901,141 | 9,593,756 | 9,883,589 | - | - | - | 55,656,083 |
| 6211 | LEGAL SERVICES | 331,958 | 6,000 | 23,248 | 23,522 | 51,089 | 43,247 | 11,383 | - | - | - | 158,490 |
| 6212 | AUDIT SERVICES | 54,300 | - | - | - | 9,200 | - | - | - | - | - | 9,200 |
| 6219 | PROFESSIONAL SERVICES | 101,651 | - | - | - | - | - | - | - | - | - | - |
| 6239 | ESC SERVICES | 322,675 | 16,500 | 2,505 | 4,565 | 105,972 | 81,748 | 105,715 | - | - | - | 317,005 |
| 6249 | CONTRACTED MAINT/RPR | 1,723,493 | 481,730 | 319,043 | 517,751 | 107,097 | 89,762 | 188,526 | - | - | - | 1,703,910 |
| 6254 | INTERNET SERVICES | 313,501 | 12,508 | 19,818 | 22,729 | 27,466 | 16,815 | 20,907 | - | - | - | 120,243 |
| 6255 | CELL PHONES | 71,503 | 5,174 | 6,660 | 5,410 | 5,476 | 5,739 | 5,613 | - | - | - | 34,071 |
| 6256 | WATER/WASTE MGMNT | 1,077,585 | 23,714 | 49,918 | 143,086 | 102,576 | 117,493 | 46,862 | - | - | - | 483,649 |
| 6257 | PHONE | 253,349 | 7,487 | 17,865 | 15,941 | 24,205 | 9,628 | 13,910 | - | - | - | 89,036 |
| 6258 | ELECTRIC | 1,444,930 | - | 140,470 | 138,371 | 346,365 | 39,779 | 42,786 | - | - | - | 707,771 |
| 6259 | GAS | 119,077 | 278 | 1,483 | 2,850 | 3,008 | (2,442) | 12,091 | - | - | - | 17,267 |
| 6269 | RENTALS-OP LEASES | 931,276 | 132,726 | 103,440 | 159,172 | 184,702 | 161,537 | 147,731 | - | - | - | 889,307 |
| 6297 | SECURITY SERVICE/STUDENT | 945,428 | - | - | 72,390 | 95,304 | 106,216 | 79,721 | - | - | - | 353,631 |
| 6299/240 | Food Service Contracted Services | 6,440,834 | - | 4,908 | 464,003 | 942,252 | 1,046,850 | 1,874,595 | - | - | - | 4,332,607 |
| 6299 | MISC. CONTRACTED SERVICE | 10,416,906 | 506,499 | 998,500 | 1,992,951 | 1,578,355 | 1,028,702 | 302,471 | - | - | - | 6,407,477 |
| 62-- | Professional and Contracted Svcs. | 24,548,464 | 1,192,616 | 1,687,859 | 3,562,741 | 3,583,067 | 2,745,072 | 2,852,310 | - | - | - | 15,623,663 |
| 6311 | FUEL | 116,169 | - | 8,450 | 14,192 | 15,522 | 15,835 | (57) | - | - | - | 53,943 |
| 6319 | SUPPLIES M/O | 431,670 | 39,881 | 24,629 | 49,374 | 60,761 | 38,085 | 13,612 | - | - | - | 226,342 |
| 6321 | TEXTBOOKS | 1,234,172 | 174 | 133,865 | 421,484 | 78,181 | 12,604 | 1,442 | - | - | - | 647,749 |
| 6329 | READING MATERIALS | 1,377,125 | - | 16,644 | 115,432 | 95,646 | 41,541 | 14,906 | - | - | - | 284,169 |
| 6339 | TESTING MATERIALS | 654,152 | 1,050 | 16,924 | 4,200 | - | - | 5,648 | - | - | - | 27,822 |
| 6398 | DISCRETIONARY MATERIALS | - | - | - | - | - | 180,000 | 60,000 | - | - | - | 240,000 |
| 6399 | GENERAL SUPPLIES | 5,519,455 | 197,651 | 90,128 | 946,128 | 900,618 | 813,952 | 622,426 | - | - | - | 3,570,904 |
| 6639 | MOVE TO ASSET AT EOY - F&E | 236,887 | - | - | - | - | - | - | - | - | - | - |
| 63+66 | Other Supplies & Materials | 9,569,630 | 238,755 | 290,640 | 1,550,810 | 1,150,728 | 1,102,018 | 717,977 | - | - | - | 5,050,928 |
| 6411 | EMPLOYEE TRAVEL | 702,777 | 647 | 34,038 | 46,677 | 73,868 | 83,215 | 69,746 | - | - | - | 308,191 |
| 6412 | TRAVEL-STUDENTS | 96,903 | - | 968 | - | 13,668 | 3,161 | 6,372 | - | - | - | 24,169 |
| 6419 | TRAVEL--NON-EMP | 896 | - | - | - | - | - | 2,155 | - | - | - | 2,155 |
| 6429 | INS/BONDING COSTS | 1,003,344 | 143,996 | 12,817 | 92,812 | 143,932 | 169,865 | 92,812 | - | - | - | 656,233 |
| 6449 | DEPR EXP | 14,951,070 | 1,189,660 | 1,195,100 | 1,152,406 | 1,152,406 | 1,098,555 | 1,098,555 | - | - | - | 6,886,682 |
| 6494 | RECLASS TRANSP EXP | (83,460) | - | (1,421) | - | (7,543) | (9,593) | (1,812) | - | - | - | (20,369) |
| 6495 | MEMBERSHIPS AND DUES | 117,492 | 1,356 | 6,435 | 11,239 | 162,150 | 11,681 | 1,339 | - | - | - | 194,200 |
| 6499 | MISC OP COSTS | 1,121,012 | 173,198 | 217,959 | 107,355 | 79,961 | 74,361 | 55,469 | - | - | - | 708,301 |
| 64-- | Other Operating Expenses | 17,910,032 | 1,508,857 | 1,465,896 | 1,410,489 | 1,618,440 | 1,431,245 | 1,324,636 | - | - | - | 8,759,563 |
| 6521 | INT ON BONDS | 21,284,762 | 2,552,093 | 2,542,293 | 2,542,293 | 2,528,844 | 2,544,543 | 2,542,293 | - | - | - | 15,252,357 |
| 6522 | CAPTL LEASE INT | 402,790 | 11,987 | 5,786 | 30,696 | 9,327 | 6,976 | 6,976 | - | - | - | 71,748 |
| 6523 | INT ON DEBT | 6,693,254 | 21,496 | 20,772 | 51,593 | 20,083 | 17,651 | 7,008 | - | - | - | 138,603 |
| 6524 | AMRT BOND/OTHER DEBT COSTS | 352,018 | 41,937 | 41,937 | 41,937 | 41,937 | 41,937 | 41,937 | - | - | - | 251,624 |
| 6599 | OTHER DEBT FEES | 434,504 | - | 6,500 | - | 12,575 | - | - | - | - | - | 19,075 |
| Total Expenses | | \$ 182,380,804 | \$ 13,306,685 | \$ 14,902,934 | \$ 18,887,960 | \$ 18,866,142 | \$ 17,483,198 | \$ 17,376,725 | \$ - | \$ - | \$ - | \$ 100,823,645 |

INTERNATIONAL LEADERSHIP OF TEXAS UNAUDITED

| | Prior Year | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 | ILT |
|-------------|--------------------------------|--------------------|------------------|------------------|------------------|------------------|------------------|------------------|----------|----------|-------------------|
| | 2018-2019 | FY 2020 | FY 2020 | FY 2020 | FY 2020 | FY 2020 | FY 2020 | FY 2020 | FY 2020 | FY 2020 | 2019-2020 |
| 6111 | SALARY CONTROL | (4,889) | 160 | - | - | - | - | - | - | - | 160 |
| 6112 | SALARIES/WAGES SUB TEACH | 1,856,298 | 2,185 | 3,880 | 219,237 | 218,620 | 188,627 | 166,252 | - | - | 798,800 |
| 6117 | EXTRA DUTY/PROFESSIONAL | 741,043 | 143,008 | 16,380 | 41,388 | 74,238 | 61,804 | 51,024 | - | - | 387,842 |
| 6118 | STIPENDS/PROFESSIONAL | 3,655,528 | 1,548 | 23,775 | 271,166 | 347,881 | 304,171 | 365,988 | - | - | 1,314,528 |
| 6119 | SALARIES/WAGES TEACHERS/PROFES | 72,620,746 | 832 | 2,544,339 | 6,897,380 | 6,921,174 | 6,863,377 | 7,148,260 | - | - | 30,375,362 |
| 6121 | O/T SUPPORT PERSONNEL | 471,653 | 25,206 | 48,801 | 110,036 | 56,961 | 57,519 | 54,479 | - | - | 353,001 |
| 6127 | EXTRA DUTY PAY/SUPPORT PERSN | 137,930 | 17,516 | 30,150 | 26,527 | 14,619 | 9,853 | 11,134 | - | - | 109,799 |
| 6129 | SALARIES/WAGES SUP PERSNL | 11,152,431 | (6,077) | 503,974 | 984,623 | 981,537 | 976,731 | 973,210 | - | - | 4,413,998 |
| 6139 | EMPLOYEE ALLOWANCES | 151,618 | - | - | 16,800 | 23,329 | 26,730 | 23,923 | - | - | 90,782 |
| 6141 | FICA/MEDICARE | 1,222,299 | 2,865 | 37,442 | 112,559 | 113,432 | 111,449 | 115,779 | - | - | 493,526 |
| 6142 | GRP HLTH/LIFE INS | 5,875,104 | (4,772) | 114,303 | 559,025 | 558,923 | 557,482 | 556,938 | - | - | 2,341,900 |
| 6143 | WORKERS'COMP | 186,028 | 24,135 | 8,845 | 30,972 | 150,733 | 6,967 | 2,254 | - | - | 223,906 |
| 6146 | TRS | 2,803,166 | 136,966 | 216,403 | 427,688 | 439,694 | 429,048 | 414,348 | - | - | 2,064,147 |
| 6149 | EMPLOYEE BENEFITS | 316,395 | (500) | - | - | - | - | - | - | - | (500) |
| 6179 | PAYROLL ACCRUAL | - | 7,395,873 | 5,292,960 | - | - | - | - | - | - | 12,688,832 |
| 61-- | Payroll Costs | 101,185,349 | 7,738,945 | 8,841,251 | 9,697,401 | 9,901,141 | 9,593,756 | 9,883,589 | - | - | 55,656,083 |

INTERNATIONAL LEADERSHIP OF TEXAS

UNAUDITED

| Assets | Bbal | Jul-19 | Aug-19 | Sep-19 | Oct-19 | Nov-19 | Dec-19 | Jan-20 | Feb-20 | Mar-20 |
|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--------|--------|--------|
| Current assets: | | | | | | | | | | |
| Cash | \$ 4,395,789 | \$ 43,970 | \$ (52,952) | \$ 526,229 | \$ 23,063,739 | \$ 27,433,840 | \$ 19,606,612 | | | |
| Cash Investments | 16,098,557 | 17,633,846 | 15,164,907 | 40,200,253 | 37,702,165 | 37,760,102 | 37,759,232 | | | |
| Cash and cash equivalents held in t | 52,481,967 | 52,476,657 | 52,472,151 | 52,120,800 | 52,125,723 | 52,135,432 | 52,135,432 | | | |
| Due from STATE and FEDERAL prog | 27,543,228 | 14,846,644 | 1,922,353 | 3,744,233 | 3,598,251 | 2,638,087 | 3,462,944 | | | |
| Other Receivable | 116,779 | 122,207 | 123,401 | 123,349 | 123,285 | 123,254 | 123,254 | | | |
| Deferred expense | 187,270 | 128,833 | 1,250,159 | 1,329,908 | 1,219,925 | 1,109,943 | 999,960 | | | |
| Other current assets | 53,255 | 53,255 | 47,755 | 47,755 | 47,755 | 47,755 | 47,755 | | | |
| Total current assets | 100,876,844 | 85,305,411 | 70,927,773 | 98,092,528 | 117,880,843 | 121,248,413 | 114,135,189 | | | |
| Non-current assets: | | | | | | | | | | |
| Land | 38,839,724 | 38,839,724 | 38,839,724 | 38,839,724 | 38,839,724 | 38,839,724 | 38,839,724 | | | |
| Buildings | 429,710,102 | 429,710,102 | 429,710,102 | 429,710,102 | 429,710,102 | 429,728,316 | 429,728,316 | | | |
| Furniture and equipment | 17,954,052 | 17,953,963 | 17,953,875 | 17,953,787 | 17,953,698 | 17,953,610 | 17,953,522 | | | |
| Vehicles | 2,402,627 | 2,601,228 | 3,075,143 | 3,138,030 | 3,135,160 | 3,132,290 | 3,129,420 | | | |
| Less: Accumulated depreciation | (39,954,910) | (41,143,999) | (42,337,237) | (43,486,684) | (44,636,131) | (45,731,728) | (46,827,324) | | | |
| Total non-current assets | 448,951,594 | 447,961,018 | 447,241,607 | 446,154,959 | 445,002,553 | 443,922,212 | 442,823,657 | | | |
| Total assets | \$ 549,828,439 | \$ 533,266,430 | \$ 518,169,380 | \$ 544,247,487 | \$ 562,883,397 | \$ 565,170,625 | \$ 556,958,846 | | | |
| Liabilities and Net Assets | | | | | | | | | | |
| Current Liabilities: | | | | | | | | | | |
| Accounts payable | 2,309,652 | 5,966 | (40,541) | 962,698 | 3,000,183 | 3,439,347 | 3,003,642 | | | |
| Accrued payroll | 12,689,416 | 12,678,352 | 12,691,799 | 12,801,297 | 12,777,016 | 12,783,901 | 12,778,152 | | | |
| Accrued interest | 12,892,883 | 12,892,883 | 12,892,883 | 12,892,883 | 12,892,883 | 12,892,883 | 12,892,883 | | | |
| Student activity funds | 807,751 | 809,841 | 821,031 | 843,918 | 881,907 | 1,090,060 | 1,141,583 | | | |
| Deferred revenue | 376,755 | (15,034,846) | (30,354,108) | (4,626,005) | 13,025,542 | 15,025,000 | 7,447,240 | | | |
| Lease liabilities, current | 2,096,878 | 2,096,878 | 2,096,878 | 2,096,878 | 2,096,878 | 2,096,878 | 2,096,878 | | | |
| Notes payable, current | 1,497,849 | 1,497,849 | 1,497,849 | 1,497,849 | 1,497,849 | 1,497,849 | 1,497,849 | | | |
| Bonds, current maturities | 2,496,561 | 2,496,561 | 2,496,561 | 2,496,561 | 2,496,561 | 2,496,561 | 2,496,561 | | | |
| Total current liabilities | 35,167,745 | 17,443,484 | 2,102,351 | 28,966,078 | 48,668,818 | 51,322,479 | 43,354,788 | | | |
| Long-term liabilities: | | | | | | | | | | |
| Lease liabilities, long-term | 1,094,792 | 301,637 | 77,268 | (35,760) | (117,824) | (171,887) | (226,217) | | | |
| Notes payable, long-term | 3,200,206 | 3,086,699 | 2,972,731 | 2,761,525 | 2,640,413 | 2,531,102 | 2,515,226 | | | |
| Bonds payable, long-term | 520,573,652 | 520,413,652 | 519,901,190 | 519,378,864 | 518,868,591 | 518,356,129 | 517,843,666 | | | |
| Bonds payable, premium net issue | (12,335,152) | (12,293,215) | (12,251,278) | (12,209,340) | (12,167,403) | (12,125,466) | (12,083,529) | | | |
| Total long-term liabilities | 512,533,499 | 511,508,774 | 510,699,911 | 509,895,289 | 509,223,777 | 508,589,878 | 508,049,147 | | | |
| Total liabilities | 547,701,244 | 528,952,257 | 512,802,262 | 538,861,368 | 557,892,595 | 559,912,358 | 551,403,935 | | | |
| Net assts (deficit): | | | | | | | | | | |
| Beginning balance | (5,778,552) | 2,378,590 | 2,378,590 | 2,378,590 | 2,378,590 | 2,378,590 | 2,378,590 | | | |
| Current year change in net assets | 7,905,747 | 1,935,582 | 2,988,527 | 3,007,529 | 2,612,211 | 2,879,677 | 3,176,320 | | | |
| Total net assets | 2,127,195 | 4,314,172 | 5,367,117 | 5,386,119 | 4,990,801 | 5,258,267 | 5,554,911 | | | |
| Total liabilities and net assets | \$ 549,828,439 | \$ 533,266,430 | \$ 518,169,380 | \$ 544,247,487 | \$ 562,883,397 | \$ 565,170,625 | \$ 556,958,846 | | | |

Cover Sheet

CONSIDER/ACT ON ILTEXAS NEPOTISM POLICY

Section: IV. Board Items for Action
Item: B. CONSIDER/ACT ON ILTEXAS NEPOTISM POLICY
Purpose: Discuss
Submitted by:
Related Material: Nepotism excerpt from PG1 as approved 2-20-19.pdf

INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC.

BOARD POLICY MANUAL

POLICY GROUP 1 – GOVERNANCE

ETHICS, CONFLICT OF INTEREST, AND NEPOTISM

PG-1.7

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Sec. 1.7.3. NEPOTISM.

Sec. 1.7.3.1. Nepotism Generally Prohibited.

A Director or Officer may not hire, select, appoint, confirm the appointment of, or vote for the hiring, selection, appointment, or confirmation of a person who is to be directly or indirectly compensated from public funds or fees of office, if:

- (1) The person is related to the Director or Officer by consanguinity (blood) within the third degree or by affinity (marriage) within the second degree (as defined below); or
- (2) The Director or Officer holds the appointment or confirmation authority as a member of a local board and the person is related to another member of the Board by blood or marriage within a prohibited degree. Government Code §§ 573.002, 573.041.
- (3) Refer to attached diagram, Exhibit B.

Sec. 1.7.3.2. Independent Contractors.

The nepotism law governs the hiring of an individual, whether the individual is hired as an employee or as an independent contractor.

Sec. 1.7.3.3. Payment to Prohibited Person.

A Director or Officer may not approve an account or draw or authorize the drawing of a warrant or order to pay the compensation of an ineligible person if the Director or Officer knows the person is ineligible. Government Code § 573.083; 19 TAC § 100.1116.

Sec. 1.7.3.4. Relation by Consanguinity.

Two persons are related to each other by consanguinity (blood) if one is a descendant of the other or if they share a common ancestor. An adopted child is considered to be a child of the adoptive parents for this purpose. Government Code § 573.022.

INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC.

BOARD POLICY MANUAL

POLICY GROUP 1 – GOVERNANCE

ETHICS, CONFLICT OF INTEREST, AND NEPOTISM

PG-1.7

Sec. 1.7.3.5. Third Degree of Consanguinity.

An individual's relatives within the third degree by consanguinity are the individual's:

- (1) Parent or child (first degree);
- (2) Brother, sister, grandparent, or grandchild (second degree); and
- (3) Great-grandparent, great-grandchild, aunt or uncle (who is a sibling of a parent of the person), nephew or niece (who is a child of a brother or sister of the person) (third degree).
Government Code 573.023.

Note: There is no distinction under the nepotism statute between half-blood and full-blood relations. Thus, half-blood relationships fall within the same degree as those of the full blood. *See* Exhibit B.

Sec. 1.7.3.6. Relation by Affinity.

Two persons are related to each other by affinity (marriage) if they are married to each other, or if the spouse of one of the persons is related by consanguinity to the other person. The ending of a marriage by divorce, or the death of a spouse ends relationships by affinity created by that marriage unless a child of the marriage is living, in which case the marriage is considered to continue as long as a child of that marriage lives. This provision applies to a Board member or Officer only until the youngest child of the marriage reaches the age of 21 years. Government Code § 573.024.

Sec. 1.7.3.7. First Degree of Affinity.

A husband and wife are related to each other in the first degree by affinity. For other relationships, the degree of affinity is the same as the degree of the underlying relationship by consanguinity. For example, if two persons are related to each other in the second degree by consanguinity, the spouse of one of the persons is related to the other person in the second degree by affinity.

Sec. 1.7.3.8. Second Degree of Affinity.

If two individuals are related to each other in the second degree by consanguinity, the spouse of one of the individuals is related to the other individual in the second degree by affinity.

Sec. 1.7.3.9. Third Degree of Affinity.

An individual's relatives within the third degree of affinity are:

- (1) Anyone related by consanguinity to the person's spouse within the first or second degree;
and

INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC.**BOARD POLICY MANUAL****POLICY GROUP 1 – GOVERNANCE****ETHICS, CONFLICT OF INTEREST, AND NEPOTISM**

PG-1.7

- (2) The spouse of anyone related to the person by consanguinity within the first or second degree. Government Code § 573.025.

Sec. 1.7.3.10. Existing Employees/Continuous Employment.

The nepotism prohibitions do not apply to the appointment of a person to a position if the person is employed in the position immediately before the election or appointment of the Director or Officer to whom the person is related in a prohibited degree, and that prior employment is continuous for at least:

- (1) Thirty days, if the Director or Officer is appointed; or
- (2) Six months, if the Director or Officer is elected. Government Code § 573.062(a).
- (3) A person who was not restricted or prohibited under Education Code 12.1055 as it existed before September 1, 2013, from being employed by I.A.E.F. and who was employed by I.A.E.F. before September 1, 2013, is considered to have been in continuous employment as provided by Government Code § 573.062(a), and is not prohibited from continuing employment with I.A.E.F.. Education Code § 12.1055(d).

Sec. 1.7.3.11. Continuous Employment Exception.

For purposes of calculating the appropriate date for the applicability of the continuous-employment exception, a superintendent with final authority to select personnel is an appointed director or officer. *Atty. Gen. Op. GA-177 (2004)*. If an employee continues in a position under this exception, the Director or Officer to whom the employee is related in a prohibited degree may not participate in any deliberation or voting on the appointment, reappointment, employment, reemployment, change in status, compensation, or dismissal of the employee, if the action applies only to the employee and is not taken regarding a *bona fide* class or category of employees. Government Code § 573.062(b). A “change in status” includes a reassignment within an organization, whether or not a change in salary level accompanies the reassignment. *Atty. Gen. Op. JC-193 (2000)*. For an action to be “taken with respect to a *bona fide* category of employees,” the officeholder’s action must be based on objective criteria, which do not allow for the preference or discretion of the officeholder. *Atty. Gen. Op. DM-46 (1991)*. The nepotism prohibitions do not apply to appointment or employment of a substitute teacher. Government Code § 573.061.

Sec. 1.7.3.12. Retired Teachers.

A teacher who has retired from a full-time, certified teacher position has broken his or her employment with ILTexas, and does not qualify for the continuous employment exception to the nepotism laws. *Atty. Gen. Op. JC-442 (2001)*.

Sec. 1.7.3.13. Trading Prohibited.

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INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC.

BOARD POLICY MANUAL

POLICY GROUP 1 – GOVERNANCE

ETHICS, CONFLICT OF INTEREST, AND NEPOTISM

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A Director or Officer may not hire, select, appoint, confirm the appointment of, or vote for the hiring, selection, appointment, or confirmation of an individual to a charter position in which the individual’s services are under the Director or Officer’s direction or control if:

- (1) The person is related to another Director or Officer within the prohibited degree; and
- (2) The appointment would be carried out, in whole or in partial consideration for the other Director or Officer’s hiring, selecting, appointing, confirming, or voting for an individual who is related to the first Director or Officer within a prohibited degree. Government Code § 573.044.

Sec. 1.7.3.14. Source of Funding Irrelevant.

The rules against nepotism apply to employees paid with public funds, regardless of the source of those funds. Thus, the rules apply in the case of a teacher paid with funds from a federal grant. *Atty. Gen. L.A. No. 80 (1974).*

Sec. 1.7.3.15. Nepotism Exceptions.

The nepotism exceptions described in 19 TAC § 100.1115 also apply. Notwithstanding an exception, a Director or Officer related in a prohibited degree may not participate in any deliberation or voting on the appointment, reappointment, or confirmation of same, employment, reemployment, change in status, compensation, or dismissal of an individual, unless the action is taken regarding a *bona fide* class or category of employees.

Sec. 1.7.3.16. Enforcement of Nepotism Prohibitions.

In accordance with state law, a Director or Officer who violates the nepotism regulations shall be removed from office by the Board of Directors. A failure to thus remove is a material charter violation.

- (1) Removal must be in accordance with the Articles and Bylaws of I.A.E.F. and in accordance with the terms of the charter and other state and federal law.
- (2) A Director or Officer violating the nepotism laws may also be removed by the Attorney General and may be subject to criminal and other penalties.

Sec. 1.7.3.17. Delegation of Hiring Authority.

The Board may delegate final authority to select ILTexas personnel to the Chief Executive Officer/Superintendent, Human Resources Director, or other designated Officer.

If such authority is designated to the Chief Executive Officer/Superintendent, the Chief Executive Officer/Superintendent is a “public official” for purposes of Chapter 573, Government Code, with

INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC.

BOARD POLICY MANUAL

POLICY GROUP 1 – GOVERNANCE

ETHICS, CONFLICT OF INTEREST, AND NEPOTISM

PG-1.7

respect to a decision made under that delegation of authority. Education Code § 11.1513(f). As such, if the Chief Executive Officer/Superintendent has been delegated final authority to select ILTexas personnel, the Chief Executive Officer/Superintendent may not hire, select, appoint, confirm the appointment of, or vote for the hiring, selection, appointment, or confirmation of an individual who is to be directly or indirectly compensated from public funds or fees of office, if:

- (1) The person is related to the Chief Executive Officer/Superintendent by consanguinity (blood) within the third degree or by affinity (marriage) within the second degree; or
- (2) The person is related to a Board member by blood or marriage within a prohibited degree. Government Code §§ 573.002, 573.041.

An individual who is related to the Chief Executive Officer/Superintendent within the relevant level or consanguinity (blood) or by affinity (marriage) and was employed by ILTexas before September 1, 2013 is considered to have been in continuous employment as provided by Government Code § 573.062(a), and is not prohibited from continuing employment with ILTexas.

Notwithstanding the above, each Director remains subject to Chapter 573, Government Code with respect to all ILTexas employees. Education Code §§ 11.1513(f), 12.1055.

A supervisor shall not have direct professional supervisory responsibility over an ILTexas employee who is related to that supervisor by consanguinity (blood) within the third degree or by affinity (marriage) within the second degree. In addition, all relatives shall be separated by at least two levels of direct reports. In other words, a supervisor-relative may not have an employee-relative be a direct report, and a supervisor-relative must place two non-relative employees, with supervisory roles, between himself/herself and the employee-relative.

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Cover Sheet

CONSIDER/ACT ON BOARD APPROVAL REQUIREMENT FOR ITEMS EXCEEDING \$100,000

Section: IV. Board Items for Action
Item: C. CONSIDER/ACT ON BOARD APPROVAL REQUIREMENT FOR
ITEMS EXCEEDING \$100,000
Purpose: Vote
Submitted by:
Related Material: PM 5 amd JD 1-21 markup FOR ITEM C.pdf
Sample report pages from Fin. Rpt. 2019-12.pdf

INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC.**BOARD POLICY MANUAL****POLICY GROUP 5 – FISCAL MANAGEMENT****PURCHASING AND CONTRACTING (GENERAL)**

PG-5.10

Sec. 5.10.6.1. No Method Required (Under \$10,000).

The Chief Executive Officer, Chief Financial Officer and/or their designee(s) may procure goods and/or services that have a cost of less than \$10,000 through the most expedient manner available.

Sec. 5.10.6.2. Quotes (\$10,001 – ~~\$100,000~~ \$250,000).

The Chief Executive Officer, and/or Chief Financial Officer ~~and/or their designee(s)~~ may procure goods and/or services that have a cost of no less than \$10,001 and no more than ~~\$100,000~~ \$250,000 through the solicitation of at least two written itemized quotes ~~from at least three authorized vendors~~. Both the Chief Executive Officer and Chief Financial Officer shall approve all procurement of goods and/or services that have a cost greater than \$100,000 and no more than \$250,000. ~~The Chief Executive Officer, Chief Financial Officer and/or their designee(s) shall recommend the vendor that provides the best value to ILTexas.~~

Sec. 5.10.6.3. Other Methods (~~\$100,001+~~ \$250,001+)

~~Except as provided by this subchapter, all school district contracts for the purchase of goods and services, except contracts for the purchase of produce or vehicle fuel, valued at \$100,000 or more in the aggregate for each 12-month period shall be made by one of the following methods that provides the best value for the ILTexas~~ The school district shall procure goods and/or services that have a cost of greater than \$250,000 through one of the following methods that provides the best value to ILTexas:

- (1) competitive bidding for services other than construction services;
- (2) competitive sealed proposals for services other than construction services;
- (3) a request for proposals, for services other than construction services;
- (4) an interlocal contract;
- (5) a method provided by Chapter 2269, Government Code, for construction services;
- (6) the reverse auction procedure as defined by Section 2155.062(d), Government Code; or
- (7) the formation of a political subdivision corporation under Section 304.001, Local Government Code.

Except as provided by this subchapter, in determining to whom to award a contract, ILTexas shall consider:

- (1) the purchase price;
- (2) the reputation of the vendor and of the vendor's goods or services;
- (3) the quality of the vendor's goods or services;
- (4) the extent to which the goods or services meet the district's needs;

DATE ISSUED: March 20, 2019

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INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC.

BOARD POLICY MANUAL

POLICY GROUP 5 – FISCAL MANAGEMENT

PURCHASING AND CONTRACTING (GENERAL)

PG-5.10

- (5) the vendor's past relationship with the district;
- (6) the impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses;
- (7) the total long-term cost to the district to acquire the vendor's goods or services;
- (8) for a contract for goods and services, other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor's ultimate parent company or majority owner:
 - (a) has its principal place of business in this state; or
 - (b) employs at least 500 persons in this state; and
- (9) any other relevant factor specifically listed in the request for bids or proposals.

Sec. 5.10.6.5. Board Approval

~~Irrelevant of the type of procurement method utilized, prior to executing a contract for the procurement of goods and/or services with a cost of \$100,000 or more, the Board shall approve the vendor and corresponding contract~~ Excluding transactions for procurement of goods and/or services which may in aggregate over a period of 12 months exceed \$250,000, the Board shall approve any purchase where a contract or procurement event is greater than \$250,000. Periodically, management shall inform the Board of all vendors where, in aggregate, purchases are anticipated to exceed \$100,000 during the fiscal year.

Sec. 5.10.6.6. ADMINISTRATIVE PROCEDURES.

The Chief Executive Officer shall prepare administrative procedures as required to implement this policy.

ILTexas (Sample) Board Report

| MAJOR VENDOR | YTD June | Projected | Notes |
|--|-----------------|------------------|--------------------------------------|
| <u>Outside Services</u> | | | |
| SODEXO SERVICES OF TEXAS | 3,531,366 | 7,065,000 | Food |
| PREDICTABLE BUSIN PBS OF | 2,098,097 | 4,200,000 | Cleaning |
| M & A Technology | 389,508 | 780,000 | Technology |
| C2M Tech | 552,558 | 700,000 | Technology |
| SOUTHWEST OFFICE SYSTEMS | 232,810 | 470,000 | Copiers |
| ALLSTAR SECURITY GROUP | 388,504 | 780,000 | Security |
| TRAVIS LACOX TNT SECURITY | 102,432 | 205,000 | Security |
| SCHULMAN LOPEZ & HOFFER | 87,920 | 180,000 | Legal Services |
| <u>Supplies & Materials</u> | | | |
| STAPLES CONTRACT & | 200,751 | 405,000 | |
| THE HOME DEPOT PRO | 126,607 | 255,000 | |
| BSN SPORTS LLC | 117,347 | 235,000 | |
| WESTERN BRW PAPER COMPANY | 86,667 | 175,000 | |
| EXXON WEX BANK | 54,059 | 110,000 | |
| <u>Academic Services</u> | | | |
| Academic Consulting | 360,000 | 480,000 | College Placement Services |
| SOLIANT HEALTH INC | 51,925 | 105,000 | Diagnostic Services |
| EDUCATION SERVICE CENTER | 428,988 | | |
| TCSAAL-Tx Charter School | 151,200 | | |
| Texas Charter Schools | 169,243 | | |
| <u>Expansion, Building Repairs & Special Projects</u> | | | |
| LEADERSHIP4SCHOOL LLC | 51,835 | 125,000 | Leadership |
| COLLIERS INTERNATIONAL | 120,000 | 240,000 | Real Estate Services |
| ATR CONSTRUCTION INC | 115,819 | | Construction Services |
| PIVOT NORTH ARCHITECTURE | 238,143 | | Construction Services - HS Expansion |
| WEATHERPROOFING | 105,314 | | Roof Repairs |
| SERVPRO OF NORTHWEST | 331,108 | | Mold remediation |
| ERS OF DALLAS FORT WORTH | 101,048 | | Saginaw computer restoration SVCS |

ILTexas (Sample) Board Report

| MAJOR VENDOR | YTD June | Projected | Notes |
|--|--------------------|------------------|-----------------------|
| <u>Curriculum & Education Materials</u> | | | |
| PEARSON EDUCATION INC | 471,688 | | Texbooks & curriculum |
| MASTERY EDUCATION | 370,254 | | |
| NWEA (NORTHWEST LEARNING A-Z LLC | 167,983 207,441 | 340,000 | Testing Materials |
| EDMENTUM INC | 201,521 | | Sudy Island |
| ISTATION | 194,591 | | |
| STUDIES WEEKLY INC | 79,186 | 160,000 | |
| IMAGINE LEARNING INC. | 126,400 | | |
| SCHOLASTIC INC | 119,546 | | |
| School Model Support LLC | 117,703 | | Athlos |
| ACCELERATE LEARNING INC. | 108,527 | | STEMscopes |
| HOUGHTON MIFFLIN HARCOURT | 85,338 | | |
| SEESAW | 72,000 | | |
| <u>IT/Computers & Repair Parts</u> | | | |
| Hewlett Packyard Company | 525,300 | | |
| DEVICWEAR LLC | 78,611 | 160,000 | |
| PYMT PRO CTR DELL | 176,355 | 176,355 | |
| ASSETGENIE INC. | 51,696 | 105,000 | |

ILTexas (Sample) Board Report

| MAJOR VENDOR | YTD June | Projected | Notes |
|------------------------------------|-----------------|------------------|---------------------------------------|
| <u>Rent & Insurance</u> | | | |
| SVN NOBBS FT DALLAS LLC | 113,256 | 230,000 | Rent / Sperry Commercial |
| LIFE CHURCH | 58,510 | 120,000 | Gym Rent / Windmill Lakes |
| TECHNOLOGY PROPERTIES II | 85,319 | 150,000 | Rent Suite 216, 1651 Glenville |
| CIVF V OPLP/STREAM | 76,575 | 155,000 | Building Rental - Dallas |
| DISCIPLE CENTRAL | 59,845 | 120,000 | Disciple Church (\$28,334 Prof. Fees) |
| WRIGHT SPECIALITY | 125,871 | 255,000 | Insurance - Auto |
| Cultural Insurance | 120,120 | 120,120 | Insurance |
| The Hartford | 69,829 | 69,829 | Insurance - Accident |
| <u>Utilities</u> | | | |
| TXU ENERGY | 461,678 | 925,000 | |
| DEPT1233 GREEN MOUNTAIN | 139,386 | 280,000 | |
| CITY OF LANCASTER | 92,551 | 190,000 | |
| CITY OF COLLEGE STATION | 88,698 | 180,000 | |
| City of Fort Worth Water | 75,756 | 155,000 | |
| City of Garland | 58,381 | 120,000 | |
| AT&T 5019 | 52,650 | 110,000 | |

Cover Sheet

CONSIDER/ACT ON BID SOLICITATION POLICY FOR FEDERALLY FUNDED PROJECTS

Section: IV. Board Items for Action
Item: D. CONSIDER/ACT ON BID SOLICITATION POLICY FOR FEDERALLY
FUNDED PROJECTS
Purpose: Vote
Submitted by:
Related Material: PM 5 amd JD 1-21 markup FOR ITEM D.pdf

INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC.

BOARD POLICY MANUAL

POLICY GROUP 5 – FISCAL MANAGEMENT

PURCHASING AND CONTRACTING (GENERAL)

PG-5.10

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Sec. 5.10.6.2. Quotes (\$10,001 – ~~\$100,000~~\$250,000).

The Chief Executive Officer, and/or Chief Financial Officer ~~and/or their designee(s)~~ may procure goods and/or services that have a cost of no less than \$10,001 and no more than ~~\$100,000~~ \$250,000 through the solicitation of at least two written itemized quotes ~~from at least three authorized vendors~~. Both the Chief Executive Officer and Chief Financial Officer shall approve all procurement of goods and/or services that have a cost greater than \$100,000 and no more than \$250,000. ~~The Chief Executive Officer, Chief Financial Officer and/or their designee(s) shall recommend the vendor that provides the best value to ILTexas.~~

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Cover Sheet

CONSIDER/ACT ON SAFETY COMMITTEE

Section: IV. Board Items for Action
Item: E. CONSIDER/ACT ON SAFETY COMMITTEE
Purpose: Vote
Submitted by:
Related Material: School Safety slides rev Jan 22.pptx

School Safety

TEXAS CHARTER SCHOOL COMPLIANCE WITH NEW SAFETY AND SECURITY LAWS

School Safety and Security Committee

- Tex. Educ. Code § 37.109
- Each charter school district must establish a School Safety and Security Committee.
- Board will form committee based on Senate Bill 11 they will delegate with Mr. Conger to assign, and appoint committee members
- Set committees first date

School Safety and Security Committee

- The committee, to the greatest extent practicable, must include:
- One or more representatives of:
 - An office of emergency management of a county/city where district is located;
 - The local police department or sheriff's office;
 - The district's police department, if applicable;
 - The President of the Board of Directors;
 - A member of the Board of Directors other than the President;
 - The district's Superintendent/CEO;
 - One or more designees of the district's Superintendent/CEO, one of whom must be a classroom teacher in the district; and
 - Two parents or guardians of students enrolled in the district.

School Safety and Security Committee

- The committee must:
- Participate in developing and implementing emergency plans consistent with the charter school district's MEOP
- Periodically provide recommendations to the Board of Directors and administrators regarding updating the MEOP
- Provide the charter school district with information required in connection with a safety and security audit, safety and security audit report, or other report required to be submitted to the TxSSC
- Review each report required to be submitted to the TxSSC to confirm accuracy and completeness
- Consult with local law enforcement agencies on methods to increase law enforcement presence near campuses

School Safety and Security Committee

- According to TxSSC guidelines, the committee should also:
- Ensure that the charter school MEOP meets the requirements as stated in TEC 37.108 u Ensure that plans are updated regularly, including maintaining records of policy or personnel changes and verifying that preparedness documents reflect after action review findings pertaining to lessons learned and best practices identified from emergency preparedness exercises, drills, and actual incidents
- Ensure that campuses and facilities are conducting emergency preparedness training and testing of the MEOP through drills and exercises as required by the district's plan

Cover Sheet

DELIBERATION REGARDING REAL PROPERTY PURSUANT TO GOV.T CODE SEC. 551.072.

Section: V. Executive Session
Item: B. DELIBERATION REGARDING REAL PROPERTY PURSUANT TO
GOV.T CODE SEC. 551.072.
Purpose: Discuss
Submitted by:
Related Material: This Page is Blank.docx

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Cover Sheet

CONSIDER/ACT ON MOTION TO AUTHORIZE NEGOTIATION TO PURCHASE REAL PROPERTY

Section: VI. Action Items After Executive Session
Item: A. CONSIDER/ACT ON MOTION TO AUTHORIZE NEGOTIATION TO
PURCHASE REAL PROPERTY
Purpose: Vote
Submitted by:
Related Material: This Page is Blank.docx

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Cover Sheet

CONSIDER/ACT ON EXPANSION OF KATY-WESTPARK HIGH SCHOOL

Section: VI. Action Items After Executive Session
Item: B. CONSIDER/ACT ON EXPANSION OF KATY-WESTPARK HIGH SCHOOL
Purpose: Vote
Submitted by:
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Cover Sheet

CONSIDER/ACT ON LEASE AGREEMENT IN COLLEGE STATION

Section: VI. Action Items After Executive Session
Item: C. CONSIDER/ACT ON LEASE AGREEMENT IN COLLEGE STATION
Purpose: Vote
Submitted by:
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Cover Sheet

CONSIDER ACT ON CONSTRUCTION OF HIGH SCHOOL CAMPUSES IN SOUTH DALLAS AND COLLEGE STATION AREAS

Section: VI. Action Items After Executive Session
Item: D. CONSIDER ACT ON CONSTRUCTION OF HIGH SCHOOL
CAMPUSES IN SOUTH DALLAS AND COLLEGE STATION AREAS
Purpose: Vote
Submitted by:
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Cover Sheet

CONSIDER/ACT ON CMAR METHODOLOGY FOR PROJECTS APPROVED TONIGHT

Section: VI. Action Items After Executive Session
Item: E. CONSIDER/ACT ON CMAR METHODOLOGY FOR PROJECTS
APPROVED TONIGHT
Purpose: Vote
Submitted by:
Related Material: This Page is Blank.docx

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Cover Sheet

CONSIDER/ACT ON REIMBURSEMENT RESOLUTION

Section: VI. Action Items After Executive Session
Item: F. CONSIDER/ACT ON REIMBURSEMENT RESOLUTION
Purpose: Vote
Submitted by:
Related Material: This Page is Blank.docx

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