



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

March 25, 2020 Regular Board Meeting

Date and Time

Wednesday March 25, 2020 at 6:15 PM CDT

Location

The Meeting will be conducted via audiovisual teleconference. Public meetings at 1820 N. Glenville Drive, Suite 100, Richardson, TX 75081 are suspended until further notice due to the COVID-19 Coronavirus Pandemic and governmental and administrative responses thereto.

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 to be considered by 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 set forth herein.

Special Notice: Public Meetings at Headquarters are Suspended Until Further Notice:

International Leadership of Texas Board of Directors will be holding its regularly scheduled public board meeting on 3/35/2020 at 6:15 PM. Members of the public will be able to watch the meeting via a link that will be posted on ILTexas.org/board.

If you would like to sign up to speak at the meeting, please send your name to board@iltexas.org, 24-Hours in advance so that we will be able to promote you to a panelist, which will allow you to speak with our board members.

It normally is the intent of the Board to have a quorum physically present at the above address and to allow any Board members not physically present to participate by live two-way video and audio feed in accordance with the Texas Open Meetings Act. However, due to the COVID-19 Coronavirus Pandemic and the governmental and administrative responses to that Pandemic, the Board intends to conduct the Meeting via videoconference. A quorum of the Board will not be physically present at the usual Headquarters address. Neither will the presiding officer physically present there. Nevertheless, the Meeting will be open to the public. Every effort will be made to facilitate public viewing of the Meeting while it is in progress via live video feed and, subject to limitations of the technology and logistics, to allow the usual opportunities for those who wish to speak to do so. Please access this Agenda via the ILTexas website as the time of the Meeting approaches, in order to find any additional information or updated links concerning the Meeting.

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 |
| Opening Items | | | |
| 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 February 19, 2020 Regular Meeting and TAPR Public Hearing on February 19, 2020 | | | |
| D. Approve Minutes of March 15, 2020 Special Board Meeting | Approve Minutes | | |
| Approve minutes for March 15, 2020 Special Meeting on March 15, 2020 | | | |
| II. Public Speakers | | | |
| Board Services | | | |
| A. Guests who spoke, if any | FYI | | |
| III. Superintendent-CEO Report and Information Items | | | |
| A. SUPERINTENDENT-CEO REPORT | FYI | Eddie Conger | |
| 1. Update on COVID-19 Pandemic developments and ILTexas response | | | |
| B. CHIEF ACADEMIC OFFICER REPORT | FYI | Dr. Laura Carrasco | |
| C. CHIEF ADMINISTRATIVE OFFICER REPORT | FYI | Jerry McCreight | |
| D. SCHOOL LEADERSHIP REPORT | FYI | Dr. Thomas Seaberry | |
| IV. Board Items for Action | | | |
| A. CONSIDER/ACT ON FEBRUARY, 2020 FINANCIAL REPORT | Vote | James Dworkin | |
| Discuss/Act to approve the Financial Report for the month of February, 2020. | | | |
| B. CONSIDER/ACT ON AUTHORITY DELEGATED TO SUPERINTENDENT | Vote | Eddie Conger | |
| Discuss/Take action to approve Resolution delegating authorities to the Superintendent pursuant to action by the State of Texas responsive to the COVID-19 Coronavirus Pandemic. | | | |
| C. CONSIDER/ACT ON 2020-2021 ACADEMIC CALENDAR | Vote | Dr. Laura Carrasco | |
| Discuss/Take action to approve the 2020-2021 ILTexas Academic Calendar. | | | |
| D. CONSIDER/ACT ON SUMMER SCHOOL SCHEDULE | Vote | Dr. Laura Carrasco | |
| Discuss/Take action to approve the 2020 ILTexas Summer School Schedule. | | | |
| E. CONSIDER/ACT ON APPLICATIONS FOR TCEP GRANTS | Vote | James Dworkin | |

Discuss/Take action to approve application for grants pursuant to the Texas Credit Enhancement Program (TCEP) to benefit and enhance opportunities for students being served by the school.

V. Executive Session

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

VII. Closing Items

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 February 19, 2020 Regular Meeting and TAPR Public Hearing on February 19, 2020

DRAFT



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

Minutes

February 19, 2020 Regular Meeting and TAPR Public Hearing

Date and Time

Wednesday February 19, 2020 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

Directors Arrived Late

Soner Tarim

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 Feb 19, 2020 @ 6:18 PM at 1820 N. Glenville Drive, Suite 100, Richardson, TX 75081

C. APPROVE MINUTES OF JANUARY 22, 2020 REGULAR MEETING

PETER GUDMUNDSSON made a motion to approve the minutes from. January 22, 2020 Regular Meeting on 01-22-20
Tracy Cox seconded the motion.
The board **VOTED** unanimously to approve the motion.

II. Public Speakers

A. Guests who spoke, if any

Mr. Harvey Pittman, teacher at ILTexas AGPHS addressed the Board.

III. 2019-2020 Texas Academic Performance Report Public Hearing

A. PUBLIC HEARING OF 2019-2020 TAPR

Executive Director of Assessment & Data Analysis Tiffany Harrod reported on the 2019 TAPR.

IV. Superintendent-CEO Report and Information Items

A. CHIEF ACADEMIC OFFICER REPORT

B. CHIEF ADMINISTRATIVE OFFICER REPORT

Chief Administrative Officer Jerry McCreight reported to the Board on personnel actions and trends.

C. SCHOOL LEADERSHIP REPORT

A representative of ASP briefed the Board on college acceptance of ILTexas students. Students who were admitted to UT Austin, University of Chicago and Babson College addressed the Board. Another, larger group of students is anticipated to appear at the March, 2020 Board Meeting.

Dr. Thomas Seaberry introduced a group of ILTexas MCJROTC cadets, who gave a presentation on their program at the ILTexas Arlington Grand Prairie High School campus.

Dr. Thomas Seaberry introduced Yan, Manager of ILTexas China, who briefed the Board on certain aspects of the current Asian coronavirus outbreak and fielded questions.

V. Board Items for Action

A. CONSIDER/ACT ON APPOINTMENT OF ADDITIONAL BOARD MEMBER

Soner Tarim arrived late.

Peter Gudmundsson and Dr. Lynne Beach introduced Mr. Chris Moreland. Mr. Moreland addressed the Board and others who were present.

Dr. Lynne Beach made a motion to appoint Mr. Chris Moreland as a Member of the Board.

PETER GUDMUNDSSON seconded the motion.

Soner Tarim joined the meeting and voted on the motion. The board **VOTED** unanimously to approve the motion.

Mr. Moreland was seated as a Member of the Board of Directors of I.A.E.F.

Subsequently, Mr. Moreland participated in all votes during this Meeting.

B. CONSIDER/ACT ON JANUARY, 2020 FINANCIAL REPORT

CFO James Dworkin reported to the Board.

PETER GUDMUNDSSON made a motion to approve the Report.

Tracy Cox seconded the motion.

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

C. CONSIDER/ACT ON EXPANSION CHARTER AMENDMENT SEEKING APPROVAL OF NEW HIGH SCHOOL CAMPUS IN COLLEGE STATION AREA

Chief of Staff Aaron Thorson briefed the Board.

Dr. Lynne Beach made a motion to approve the expansion.

PETER GUDMUNDSSON seconded the motion.

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

D. CONSIDER/ACT ON APPROVAL OF CONSTRUCTION SERVICES AT EFW K-8 AND SAGINAW K-8 RESULTING FROM RFP 20200108

Chief of Staff Aaron Thorson briefed the Board.

PETER GUDMUNDSSON made a motion to approve the construction.

Tracy Cox seconded the motion.

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

E. CONSIDER/ACT ON EMERGENCY PROCUREMENT OF ADDITIONAL CONSTRUCTION SERVICES AT EFW K-8 AND SAGINAW K-8.

Chief of Staff Aaron Thorson briefed the Board.

Tracy Cox made a motion to approve the construction.

Dr. Lynne Beach seconded the motion.

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

F. CONSIDER/ACT ON LEASE OF REPLACEMENT SPACE FOR HOUSTON AREA OFFICE

Chief Administrative Officer Jerry McCreight briefed the Board.

PETER GUDMUNDSSON made a motion to authorize the proposed lease.

Tracy Cox seconded the motion.

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

VI. Executive Session

A. AUTHORIZATION

There was no Executive Session.

VII. Closing Items

A. Adjourn Meeting

Tracy Cox made a motion to adjourn the Meeting.

Dr. Lynne Beach 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 8:04 PM.

Respectfully Submitted,
Finn Simmens

Cover Sheet

Approve Minutes of March 15, 2020 Special Board Meeting

Section: I. Opening Items
Item: D. Approve Minutes of March 15, 2020 Special Board Meeting
Purpose: Approve Minutes
Submitted by:
Related Material: Minutes for March 15, 2020 Special Meeting on March 15, 2020

DRAFT



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

Minutes

March 15, 2020 Special Meeting

COVID-19 RESPONSE

Date and Time

Sunday March 15, 2020 at 5:00 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 to be considered by the Board of Directors of International Leadership of Texas (the "Board"), and the Board will convene a Special 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

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

Directors Absent

None

Directors Arrived Late

Major General James Williams

Guests Present

Finn Simmensen

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

Tracy Cox called a meeting of the board of directors of International American Education Federation, Inc., d/b/a International Leadership of Texas to order on Sunday Mar 15, 2020 @ 5:30 PM at 1820 N. Glenville Drive, Suite 100, Richardson, TX 75081

II. Superintendent-CEO Report and Information Items

A. COVID-19 (Coronavirus) Developments and Response

Superintendent-CEO Eddie Conger reported to the Board on developments related to the COVID-19 pandemic and responses of ILTexas.

- Distance learning is planned for students.
- Additional Chromebooks in K-3.
- ISPs are helping by waiving fees.
- TEA has delayed some of the scheduled testing dates.
- Commissioner Morath forecasts up to 8 weeks of closures.
- 17/254 counties have diagnosed cases of COVID-19.
- Commissioner assured schools continued funding and intends to afford them maximum legal latitude to provide effective instruction.

CFO James Dworkin briefed the Board on financial status and market conditions.

- \$1.2M for Chromebooks.
- \$0.4M for other accommodations.
- New borrowing, \$45M, should be accelerated in view of current conditions in the banking system.

ILTexas General Counsel Tim Brightman briefly addressed the Board.

- Resolutions presented today serve public purpose of maintaining continuity of school operations during emergency.
- Mr. Brightman read the Resolutions (two) aloud into the record and for the Board to hear in preparation for their vote.

Major General James Williams arrived late.

III. Board Items for Action

A. CONSIDER/ACT ON ISSUES RELATING TO COVID-19 (CORONAVIRUS) PANDEMIC

Dr. Lynne Beach made a motion to 1. approve Resolution (1 of 2) re paying staff, authorizing sick leave (Beach moved, Cox seconded) 2. approve Resolution (2 of 2) re authorizing debt instruments including those for real estate purchase (Cox moved, Beach seconded).

Tracy Cox seconded the motion.

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

IV. Executive Session

A. AUTHORIZATION

B. CONSIDER/ACT ON MEASURES DISCUSSED IN EXECUTIVE SESSION

There was no Executive Session.

V. Closing Items

A. Adjourn Meeting

Dr. Lynne Beach made a motion to adjourn.

Tracy Cox 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 6:03 PM.

Respectfully Submitted,
Finn Simmensen

Cover Sheet

CONSIDER/ACT ON AUTHORITY DELEGATED TO SUPERINTENDENT

Section: IV. Board Items for Action
Item: B. CONSIDER/ACT ON AUTHORITY DELEGATED TO
SUPERINTENDENT
Purpose: Vote
Submitted by:

Related Material:

Exhibit A Catastrophe Form.pdf
ILTexas Resolution Declaration of Emergency and Delegation of Authority-rev1 20200320.pdf

PUBLIC INFORMATION ACT CATASTROPHE NOTICE

Governmental Bodies: Please review instructions on the back of this page prior to completing the form. Instructions may also be viewed at <http://www.texasattorneygeneral.gov/open-government/governmental-bodies/catastrophe-notice>.

SECTION 1 – GOVERNMENTAL BODY IMPACTED BY THE CATASTROPHE

GOVERNMENT CODE § 552.233

Pursuant to section 552.233(b), a governmental body may suspend the applicability of the requirements of the Public Information Act (the “Act”) if the governmental body is currently impacted by a catastrophe and provides proper notice in accordance with this section.

(Name of Governmental Body Impacted by Catastrophe) PLEASE PRINT

SECTION 2 – IDENTIFY AND DESCRIBE CATASTROPHE

Section 552.233(a)(1) defines catastrophe as a “condition or occurrence that interferes with the ability of a governmental body to comply with the requirements of this chapter[.]” Identify and describe the catastrophe impacting the governmental body:

SECTION 3 – SUSPENSION PERIOD

The initial suspension period may not exceed seven consecutive days and must occur during the period that (1) begins not earlier than the second day before the date the governmental body submits notice of the Office of the Attorney General (the “OAG”); and (2) ends not later than the seventh date after the governmental body submits that notice. See Gov’t Code § 552.233(d).

Beginning Date of Initial Suspension: _____

End Date of Initial Suspension: _____

TO THE PUBLIC: For questions regarding this notice or if you believe a violation of the Act has occurred, please contact the **OAG Open Government Hotline** at (512) 478-6736 or toll free 1-877-673-6839.

SECTION 4 – GOVERNMENTAL BODY CONTACT INFORMATION

Name: _____

Title: _____ **Phone Number:** _____

Signature: _____ **Date:** _____

PUBLIC INFORMATION ACT CATASTROPHE EXTENSION NOTICE

Governmental Bodies: Please review instructions on the back of this page prior to completing the form. Instructions may also be viewed at <http://www.texasattorneygeneral.gov/open-government/governmental-bodies/catastrophe-notice>.

SECTION 5 – GOVERNMENTAL BODY IMPACTED BY THE CATASTROPHE

GOVERNMENT CODE § 552.233

Pursuant to section 552.233(b), a governmental body may suspend the applicability of the requirements of the Public Information Act (the “Act”) if the governmental body is currently impacted by a catastrophe and provides proper notice in accordance with this section.

(Name of Governmental Body Impacted by Catastrophe) PLEASE PRINT

SECTION 6 – IDENTIFY CATASTROPHE

Provide the date of the initial suspension period and identify the catastrophe listed on the initial catastrophe notice form that is continuing to impact the governmental body.

Dates of Initial Suspension Period: _____

Identify Catastrophe: _____

SECTION 7 – EXTENSION NOTICE

[] Notice is hereby given, pursuant to section 552.233(e) of the Government Code that the governmental body is still impacted by the catastrophe as described above and will extend its suspension of the requirements of the Act for an additional period of time from:

Beginning Date of Extension: _____

End Date of Extension: _____

TO THE PUBLIC: For questions regarding this notice or if you believe a violation of the Act has occurred, please contact the **OAG Open Government Hotline** at (512) 478-6736 or toll free 1-877-673-6839.

SECTION 8 – GOVERNMENTAL BODY CONTACT INFORMATION

Name: _____

Title: _____ **Phone Number:** _____

Signature: _____ **Date:** _____

PUBLIC INFORMATION ACT CATASTROPHE NOTICE INSTRUCTIONS

These are the instructions for completing the Office of the Attorney General’s (“OAG”) Public Information Act Catastrophe Notice form pursuant to section 552.233 of the Government Code. If you have any questions concerning the form, please contact the **Open Government Hotline** at (512) 478-6736 or toll free 1-877-673-6839.

SUBMITTING NOTICE TO THE OAG: Notice may be provided to the OAG by any of the following methods:

- Online submission form: <http://www.texasattorneygeneral.gov/open-government/governmental-bodies/catastrophe-notice/submit-catastrophe-notice>
- Mailing the notice to the following address:
 Attn: Public Information Act Catastrophe Notice
 Office of the Attorney General - Open Records Division
 P.O. Box 12548
 Austin, Texas 78711-2548

If you are unable submit the notice by any of the listed methods, please contact the **Open Government Hotline** at (512) 478-6736 or toll free 1-877-673-6839 for assistance.

SECTION 1: Provide the name of the governmental body impacted by the catastrophe. Section 552.233(a)(1) of the Government Code defines catastrophe as “a condition or occurrence that interferes with the ability of a governmental body to comply with the requirements of this chapter[.]”

SECTION 2: Identify and provide a detailed description of the catastrophe, including how the catastrophe interferes with the ability of the governmental body to comply with the requirements of the Act. The catastrophe description should enable any person who views this notice to readily identify the catastrophe and its impact on the governmental body.

SECTION 3: Provide the dates of the initial suspension period of the governmental body. The suspension may be instated for a period of up to seven consecutive days. The initial suspension period may begin up to two days before the governmental body provides proper notice to the OAG, but it may not be for longer than seven consecutive days.

SECTION 4: Provide the contact information of the governmental body’s Public Information Officer or an authorized agent. The person listed should be able to answer any questions the OAG may have regarding the governmental body’s catastrophe notice.

PUBLIC INFORMATION ACT CATASTROPHE EXTENSION NOTICE INSTRUCTIONS

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- Mailing the notice to the following address:
Attn: Public Information Act Catastrophe Notice
Office of the Attorney General - Open Records Division
P.O. Box 12548
Austin, Texas 78711-2548

If you are unable submit the notice by any of the listed methods, please contact the **Open Government Hotline** at (512) 478-6736 or toll free 1-877-673-6839 for assistance.

SECTION 5: This page should not be filled out unless the governmental body has determined it is still impacted by the catastrophe on which the initial suspension period was based. See Gov't Code §552.233(e).

SECTION 6: Provide the dates of the initial suspension period and identify the catastrophe listed on the initial notice of catastrophe form.

SECTION 7: Provide the dates for the extension of the initial suspension period. The suspension period may be extended an additional seven consecutive days. The suspension period may only be extended one time and must begin on the day following the end date of the initial suspension. The total timeframe of the suspension period should not exceed fourteen days. A copy of this form noting the extension must be provided to the OAG. The extension notice should be signed by the governmental body's Public Information Officer or an authorized agent.

SECTION 8: Provide the contact information of the governmental body's Public Information Officer or an authorized agent. The person listed should be able to answer any questions the OAG may have regarding the governmental body's catastrophe notice.

RESOLUTION OF THE BOARD OF DIRECTORS OF INTERNATIONAL AMERICAN EDUCATION FEDERATION, CHARTER HOLDER OF INTERNATIONAL LEADERSHIP OF TEXAS REGARDING:

- 1. DECLARATION OF EMERGENCY,**
- 2. SUSPENSION OF THE TEXAS PUBLIC INFORMATION ACT,**
- 3. WAIVER OF PROCUREMENT POLICIES, WAIVER FOR MISSED INSTRUCTIONAL DAYS/LOW ATTENDANCE,**
- 4. APPROVAL OF PAY DURING CLOSURE/QUARANTINE,**
- 5. AUTHORIZATION OF TEA ATTESTATIONS,**
- 6. APPROVAL OF CLOSURES,**
- 7. APPROVAL OF DISTANCE INSTRUCTIONAL LEARNING, AND**
- 8. OTHER DELEGATIONS OF AUTHORITY DURING THE COVID-19 EMERGENCY**

WHEREAS, on March 13, 2020, the Governor of the State of Texas declared a statewide emergency, and, later that same day, the President of the United States declared a national emergency regarding COVID-19;

WHEREAS, on March 15, 2020, this Board declared a state of emergency and delegated certain authority to the Superintendent and Chief Financial Officer;

WHEREAS, on March 16, 2020, Governor Abbott announced that he has waived the State of Texas Assessments of Academic Readiness (STAAR) testing requirements for the 2019-2020 school year and requested that the Department of Education (DOE) waive federal testing requirements for the 2019-2020 school year;

WHEREAS, also on March 16, 2020 Governor Abbott suspended the requirements for physical presence under the Texas Open Meetings Act and allowed for meetings electronically and provided for partial suspensions of the requirements of the Texas Public Information Act;

WHEREAS, on March 19, 2020, Governor Abbott declared a state-wide disaster and ordered all schools in the state to be closed and prohibited all gatherings of more than ten (10) people;

WHEREAS, the Board recognizes that COVID-19 is an unforeseen and unavoidable emergency of urgent public necessity, that the World Health Organization has declared COVID- 19 a pandemic, and that additional emergency declarations may follow in the coming days and weeks;

WHEREAS, the Board of Directors of International Leadership of Texas (“School”) has a substantial public interest in protecting the health and safety of its students, staff and community;

WHEREAS, the School’s community, including its personnel and students and their families, have been or are likely to be substantially impacted by the COVID-19 Virus and there

are or may soon be confirmed cases of COVID-19 in the School's approved geographic boundary;

WHEREAS, the Board and Administration are following advice and directives from federal, state and local authorities in responding to the COVID-19 Virus;

WHEREAS, through circumstances completely beyond their control, School employees may be forced to miss an undetermined number of work-days due to likely closure of school facilities and operations;

WHEREAS, the school's response includes likely closure of school facilities and operations, and keeping employees at home;

WHEREAS, the Board finds the COVID-19 pandemic to be a catastrophe that interferes with the school's ability to comply with the requirements of the Texas Public Information Act, Texas Government Code Chapter 552 (the "Act");

WHEREAS, the Board finds it to be in the best interest of its students and the community, and that a public purpose exists, to suspend the requirements of the Act pursuant to § 552.233;

WHEREAS, there is a public purpose served and a benefit to International Leadership of Texas to continue employee pay during any extended school-wide closures, namely, to demonstrate support of the School's employees, enhance morale and to support retention of employees so they can resume work with minimal impact on students once school reopens/work resumes;

WHEREAS, a public purpose exists for excusing absences of employees who are under medically directed quarantine on advice of their doctor or local health authorities, or who are otherwise directed by the School to not return to work;

WHEREAS, in order to conduct School operations while protecting the health safety and welfare of students and staff, it is prudent to suspend the application of procurement policies to enable the Superintendent to respond efficiently, expeditiously to emergency;

WHEREAS, in response to this emergency, there may be need to allow community use of school facilities; and

WHEREAS, in lieu of a complete or sustained closure of School, providing distance learning and virtual learning to students, and following TEA Guidance for same, is in the best interest of students and, so that the Superintendent may restructure and reassign/redeploy faculty and staff as necessary to accomplish these purposes and continue services to students, including providing food services to students in non-traditional manners:

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors, at a lawfully called meeting of the Board, held in compliance with the Texas Open Meetings Act, formally revises its declaration made earlier at the March 15, 2020 Special Meeting and now hereby declares that:

1. **Declaration of Public Health Emergency.** COVID-19 constitutes an unforeseen and unavoidable public health emergency.
2. **Need for Immediate Action.** Immediate action is necessary to be able to minimize the COVID-19 impact to students, staff, families and the community. Therefore, the instructional campuses and other school facilities operated by International Leadership of Texas shall be closed at least until April 3, 2020 or a later date as determined by the Superintendent in accordance with Paragraph 13 of this Resolution.
 - a. In lieu of a complete or sustained closure, the administration shall provide for instructional continuity for its students including but not limited to options for distance learning and/or virtual learning and follow TEA Guidance for same.
 - b. The Superintendent may restructure and reassign/redeploy faculty and staff as necessary to accomplish this purpose and continue services to students, including the provision of food services to students in non-traditional manners.
 - c. The Superintendent may open or re-open school facilities on as-needed based to facilitate school business and instructional continuity for students.
3. **Procurement Waiver:** The delays and public health risks posed by the applicable procurement laws and corresponding Board policies coupled with the need to procure services and support to respond to COVID-19 to ensure safety of all students, staff, property and equipment will prevent or substantially impair student safety and or other essential school activities, the Board declares an emergency under Section 44.031(h) of the Education Code and other applicable law, and the Board hereby is suspending its normal purchasing policies and authorizing the Superintendent or Chief Financial Officer to make emergency procurements reasonably necessary to respond to COVID-19 issues. This waiver of procurement policies is expressly limited to responding to COVID-19 matters and expires automatically 30-days after its authorization, but may be extended by the Board should the state of emergency continue to exist.
4. **Waiver for Instructional Days:** The Superintendent is authorized to apply for missed instructional day waivers. Low attendance day waivers are also to be submitted for future dates, as may necessary and approved by the Texas Education Agency.
5. **Absence Waivers:** The Superintendent or designee is authorized to excuse absences for any employee who is under a medically directed quarantine for up to fourteen consecutive days.

6. **Employee Pay During Closures:** The Board authorizes and grants the discretion to the Superintendent to determine to continue pay and benefits, subject to any requirements or guidance from the State, to employees who are impacted by a federal, state or local agency ordered school closure of the employee’s assigned campus or duty-station or closure determined by the Superintendent. The Board delegates to the Superintendent the authority to implement this, and to make determinations on first use of available paid time off and other leave balances, before expending additional funds for absences during a facility closure. The Board finds that a public purpose and benefit to the school and its students exists to compensate employees for work days missed due to the closure of their assigned school facilities as a result of COVID-19, and that this is necessary in the conduct of the public schools pursuant to Education Code § 45.105(c). The Board authorizes the Superintendent or designee to make compensation decisions and adjustments to impacted employees as deemed appropriate to fulfill the purposes of this Resolution.

7. **Mandatory Quarantine of Employees and Students:** The Superintendent shall direct and prohibit employees and students who have traveled within the past seven days to Level 3 designated countries or states, including any country in Europe or who otherwise had direct contact with persons known to the employee/student or their family that have traveled to the same locations in the same time period, from attending school for a quarantine period. Such quarantine period from attending school or school-related activities/events shall extend at least 14 days with the date the student returned home as day-zero and the next day as day-one. The same quarantine restrictions shall also apply to any family member of said persons living in the same household. The Superintendent may extend or amend requirements based on guidance from state and local health officials.

8. **Pay During Quarantine:** for the same reason supporting pay during closures, any employee under required quarantine may continue to receive pay and benefits as determined by the Superintendent, subject to administration’s determination regarding accrued state/local leave days and their use.

9. **TEA Attestations:** The Superintendent and Board President are authorized to execute and file the 2019-2020 COVID-10 Missed School Day Waiver Attestation Statement. Further, the Superintendent and Board President are authorized to execute and file the Attestation of Off-Campus Programs Approved for Purposes of Average Daily Attendance (TEC §48.007) with TEA.

10. **Instructional Continuity:** In addition to or in lieu of closure, the Superintendent is authorized to develop and implement education continuity plans following state guidelines to allow students to be educated through low-tech, workbooks/worksheets/packets, online learning, tele-and video-learning, and other virtual or distance learning/low-tech programs. The Superintendent is authorized and fully supported by the Board in reassigning staff to aid in development and implementation of education continuity plans to benefit and serve students. The Superintendent is authorized to make procurements necessary to fulfill the purposes of this resolution and to meet the needs and best interest of students.

11. **Use of School Facilities:** In response to this emergency, the Superintendent is authorized to make school facilities available for use to provide child care and other support services to first responders, health care workers, other critical infrastructure workers and other personnel determined by the Superintendent, including staffing such services with school personnel and use of school equipment.

12. **Authorization to School Superintendent for Additional Waivers, Attestations or Reports:** In the event other waivers or immediate action is needed, the Superintendent is authorized, in consultation with the Board's Chair (or Vice Chair in absence of Chair), to take other action and to submit/apply for other waivers, attestations or reports in accordance with guidance and instructions from the State of Texas. Unless already permitted under the charter school contract with the State of Texas, the Superintendent is not authorized to take any action that is specifically reserved for the governing board of the charter holder under 19 TAC §100.1033 (b)(14)(C).

13. **Authorization to School Superintendent to Extend School Closure.** As necessary to minimize the COVID-19 impact to students, staff, families and the community or as ordered by federal, state or local public health officials, the Superintendent, in consultation with the Board's Chair (or Vice Chair in absence of Chair), is authorized to continue campus closures for extended periods of time as determined to be in the best interest of health and safety.

14. **Suspension of Texas Public Information Act.** COVID-19 constitutes a catastrophe that interferes with the school's ability to comply with the requirements of the Texas Public Information Act, Texas Government Code chapter 552.
 - a. The requirements of the Act are suspended.
 - b. The Superintendent, or designee, is authorized to submit notice to the Attorney General pursuant to the Form attached hereto as **Exhibit A**.

[SIGNATURE PAGE FOLLOWS]

PASSED AND APPROVED BY THE MAJORITY OF MEMBERS OF THE BOARD OF DIRECTORS OF INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC., d.b.a. INTERNATIONAL LEADERSHIP OF TEXAS, ON THE **25TH DAY OF MARCH, 2020.**

Members Voting in Favor of Resolution:

Maj. Gen. James Williams, Board President

Lynne Beach, M.D., Board Vice President

Mr. Tracy Cox, Board Secretary

Dr. Soner Tarim, Board Member

Mr. Peter Gudmundsson, Board Member

Mr. Chris Moreland, Board Member

*The undersigned, being the Secretary of the Corporation, hereby certifies that the foregoing represents a true copy of a Resolution of the Directors of the Corporation, duly held on **March 25, 2020**, which Resolution is in full force and effect and has not been revoked or amended.*

Secretary ____ / ____ / ____

Cover Sheet

CONSIDER/ACT ON 2020-2021 ACADEMIC CALENDAR

Section: IV. Board Items for Action
Item: C. CONSIDER/ACT ON 2020-2021 ACADEMIC CALENDAR
Purpose: Vote
Submitted by:
Related Material: DRAFT PDF 2020-2021 Academic Calendar.pdf

DRAFT 2020-2021 ILTexas Academic Calendar [Org numbers 003 and above; Garland K-8 minutes vary]

DRAFT DRAFT DRAFT!!!!!!!!!!!!!!!!!!!!!!!!!!!!!!

| FIRST SEMESTER | Start | End | Inst. Days | Inst. Min. K-3 [8-3:45] *465 Minutes per day reported for each ES Org | Inst. Min. 4-8 [7:45-3:45] *480 Minutes per day | Inst. Min. 9-12 [7:55-4:11] *495 Minutes per day | Data/PD Days (Student only holidays) | # of PD Days | Sum of Teacher Work Days | Holidays (Student/Teacher) |
|-----------------------------|--------|--------|------------|---|---|--|--|--------------|--------------------------|--|
| | | | | | | | 3-12 Aug, PD Days | 8 | 8 | |
| First Grading Period | 13-Aug | 18-Sep | 26 | 12,090 | 12,480 | 12,896 | 21 Sep, Data Day | 1 | 27 | 7-Sept, Labor Day Holiday |
| Second Grading Period | 22-Sep | 30-Oct | 26 | 12,090 | 12,480 | 12,896 | 9-Oct PD Day 13-Oct, Parent Conferences 2-Nov, Data Day | 3 | 29 | 12-Oct, Fall Break |
| Third Grading Period | 3-Nov | 18-Dec | 29 | 13,485 | 13,920 | 14,384 | 4-Jan, Data Day | 1 | 30 | 23-27 Nov, Thanksgiving 21-Dec-3-Jan, Winter Break |
| Total | | | 81 | 37,665 | 38,880 | 40,176 | | | | |
| SECOND SEMESTER | Start | End | Inst. Days | Inst. Min. K-3 [8-3:45] *465 Minutes per day reported for each ES Org | Inst. Min. 4-8 [7:45-3:45] *480 Minutes per day | Inst. Min. 9-12 [7:55-4:11] *495 Minutes per day | Data/PD Days (Student only holidays) | # of PD Days | Sum of Teacher Work Days | Holidays (Student/Teacher) |
| Fourth Grading Period | 5-Jan | 12-Feb | 28 | 13,020 | 13,440 | 13,888 | 15-16-Feb, Data Day/PD Day | 2 | 30 | 18-Jan, MLK Day |
| Fifth Grading Period | 17-Feb | 9-Apr | 32 | 14,880 | 15,360 | 15,872 | 12-April, Data Day | 1 | 33 | 15-19-Mar, Spring Break 2-April, Bad Weather Day #1 |
| Sixth Grading Period | 13-Apr | 20-May | 28 | 13,020 | 13,440 | 13,888 | 21-May, Records Day/ Bad Weather Day #2 | 1 | 29 | Note: 31-May, Memorial Day, May 14 (last day of STAAR) |
| | | | | K-3 Minutes | 4-8 Minutes | 9-12 Minutes | | 0 | 1 | *1 Self-selected/On your own PD. PD will need to be well documented (R10, R11, R4, ILTexas offerings) via Eduphoria WkShp. |
| Total Semester 2 | | | 88 | 40,920 | 42,240 | 43,648 | Total Work Days | | 187 | |
| Total Both Semesters | | | 169 | 78,585 | 81,120 | 83,824 | ILTexas is HB 2610 requires min. of 75,600. | | | |
| Total with 4 waivers | | | 173 | 80,685 | 83,220 | 85,924 | Without waivers-K-3 is at 80,685 min., 4-8 is at 81,120 min. & 9-12 is at 83,825 min. | | | |

Cover Sheet

CONSIDER/ACT ON SUMMER SCHOOL SCHEDULE

Section: IV. Board Items for Action
Item: D. CONSIDER/ACT ON SUMMER SCHOOL SCHEDULE
Purpose: Vote
Submitted by:
Related Material: Letter to School Board Summer School 2020.docx



Required Summer School Program for English Learners 2020

ILTexas requests the Board to allow the required Summer School program for incoming English learners who will be in kindergarten and first grade at the beginning of the 2020-2021 school year to have a different schedule than the one recommended by Texas Education Agency.

The TEA recommended timeline for the mandatory Bilingual/ESL Summer School is 120 hours of instruction spread over June and the whole month of July with 4 hours a day. ILTexas cannot follow that timeline due to the district's heavy professional development schedules during those months.

The mandatory BE/ESL Summer School will complete the 120-hour program from May 27 to June 18 with seven and a half hours a day and four hours on June 6th and 13th. TEA requires the Board to approve this schedule.

Board President Approval

Date

Cover Sheet

CONSIDER/ACT ON APPLICATIONS FOR TCEP GRANTS

Section: IV. Board Items for Action
Item: E. CONSIDER/ACT ON APPLICATIONS FOR TCEP GRANTS
Purpose: Vote
Submitted by:
Related Material: ILTexas TCEP Resolution 1-2020 ILTexas fmt.pdf

**RESOLUTION OF THE BOARD OF DIRECTORS
INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC.,
d.b.a. INTERNATIONAL LEADERSHIP OF TEXAS**

WHEREAS, the Board of Directors of INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC., charter holder of INTERNATIONAL LEADERSHIP OF TEXAS, wishes to submit an application for the Texas Credit Enhancement Program (TECP) to benefit and enhance opportunities for students being served by the school;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF INTERNATIONAL LEADERSHIP OF TEXAS THAT:

SECTION 1: The Board of Directors hereby approves submission of an application on behalf of INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC., d.b.a. INTERNATIONAL LEADERSHIP OF TEXAS for the Texas Credit Enhancement Program (TCEP).

SECTION 2: This Resolution shall become effective upon the date of its passage.

/SIGNATURE PAGE FOLLOWS/

PASSED AND APPROVED BY THE MAJORITY OF MEMBERS OF THE BOARD OF DIRECTORS OF INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC., d.b.a. INTERNATIONAL LEADERSHIP OF TEXAS, ON THE **25TH DAY OF MARCH, 2020.**

Members Voting in Favor of Resolution:

Maj. Gen. James Williams, Board President

Lynne Beach, M.D., Board Vice President

Mr. Tracy Cox, Board Secretary

Dr. Soner Tarim, Board Member

Mr. Peter Gudmundsson, Board Member

Mr. Chris Moreland, Board Member

*The undersigned, being the Secretary of the Corporation, hereby certifies that the foregoing represents a true copy of a Resolution of the Directors of the Corporation, duly held on **March 25, 2020**, which Resolution is in full force and effect and has not been revoked or amended.*

Secretary ____/____/____