

These Minutes were approved by  
the Board at the May 27, 2020  
Regular Meeting



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

### Minutes

March 25, 2020 Regular Board Meeting

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#### **Date and Time**

Wednesday March 25, 2020 at 6:15 PM

#### **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.

Join Zoom Meeting

<https://zoom.us/j/801651349>

Meeting ID: 801 651 349

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#### **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](http://ILTexas.org/board).

If you would like to sign up to speak at the meeting, please send your name to [board@iltexas.org](mailto: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](http://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

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**Directors Present**

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

**Directors Absent**

*None*

**Directors Left Early**

Soner Tarim

**Guests Present**

Finn Simmensen

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**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 Mar 25, 2020 @ 6:18 PM at

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**C. APPROVE MINUTES OF ~~DECEMBER 18, 2019~~ FEBRUARY 19, 2020 REGULAR MEETING AND CHARTER FIRST PUBLIC HEARING**

Tracy Cox made a motion to approve the minutes from. February 19, 2020 Regular Meeting and TAPR Public Hearing on 02-19-20

PETER GUDMUNDSSON seconded the motion.

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

**D. APPROVE MINUTES OF MARCH 15, 2020 SPECIAL BOARD MEETING**

Soner Tarim made a motion to approve the minutes from. March 15, 2020 Special Meeting on 03-15-20

Dr. Lynne Beach seconded the motion.

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

**II. Superintendent-CEO Report And Information Items**

**A. SUPERINTENDENT-CEO REPORT**

Superintendent-CEO Eddie Conger reported to the Board.

Mr. Conger introduced CIO Lucy Mariappa. Ms. Mariappa briefly addressed the Board.

Mr. Conger introduced Caitlin Madison, Executive Director of Communications, Marketing, & Public Relations, Ms. Madison briefly addressed the Board and presented a short video.

Mr. Conger introduced Chief Academic Officer Dr. Laura Carrasco, who and fielded questions from Board Members (CAO Report noted below).

Mr. Conger introduced Deputy Superintendent of School Leadership Dr. Thomas Seaberry, who briefed the Board on Special Education operations and on plans for town hall meetings with SPED families. Dr. Seaberry also briefed the Board on child nutrition operations.

Soner Tarim left early.

**B. CHIEF ACADEMIC OFFICER REPORT**

Chief Academic Officer Dr. Laura Carrasco briefed the Board on instructional continuity operations and fielded questions from Board Members.

**C. CHIEF ADMINISTRATIVE OFFICER REPORT**

Chief Administrative Officer Jerry McCreight briefed the Board on new hires, authorized positions and vacancies.

**D. SCHOOL LEADERSHIP REPORT**

Deputy Superintendent of School Leadership Dr. Thomas Seaberry reported to the Board.

Dr. Seaberry discussed uniforms, instructional continuity, operational challenges (meal distribution, cybersecurity, self-contained special education instruction, setting norms for time-on-screen spent by ILTexas students). General Williams inquired about screen time in connection with stress on users' visual systems.

**III. Board Items for Action**

**A. CONSIDER/ACT ON FEBRUARY, 2020 FINANCIAL REPORT**

CFO James Dworkin reported to the Board:

- Child Nutrition services
- Payroll and payment operations
- Efficiency of financial management operations
- Monthly statements and summaries

Tracy Cox made a motion to approve the Financial Report.

PETER GUDMUNDSSON seconded the motion.

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

**B. CONSIDER/ACT ON AUTHORITY DELEGATED TO SUPERINTENDENT**

Chief Legal Officer James (Tim) Brightman briefed the Board on COVID-19 Pandemic-related emergency declarations, waivers, etc. by the Governor of the State of Texas and on the Resolution, now before the Board, directed at facilitating ILTexas' response to the Pandemic, to be acted on.

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

PETER GUDMUNDSSON seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**C. CONSIDER/ACT ON 2020-2021 ACADEMIC CALENDAR**

CAO Dr. Laura Carrasco briefed the Board on the 2020-2021 Academic Calendar.  
CAO Dr. Laura Carrasco briefed the Board on the 2020-2021 Academic Calendar. Notably, one day of instruction in Winter is swapped out for an additional day of Parent-Teacher conferences as has long been requested by teachers.  
Dr. Lynne Beach made a motion to approve the Calendar.  
PETER GUDMUNDSSON seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**D. CONSIDER/ACT ON SUMMER SCHOOL SCHEDULE**

CAO Dr. Laura Carrasco briefed the Board on requirements applicable to the Summer School Schedule and on how those requirements are met.  
Tracy Cox made a motion to approve the Schedule.  
Dr. Lynne Beach seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**E. CONSIDER/ACT ON APPLICATIONS FOR TCEP GRANTS**

CFO James Dworkin briefed the Board on requirements for handling bond reserved and on the role of the proposed TCEP Grant in management of those funds.  
Chris Moreland made a motion to approve the Resolution.  
PETER GUDMUNDSSON seconded the motion.  
The board **VOTED** unanimously to approve the motion.

**IV. Executive Session**

**A. AUTHORIZATION**

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

The Board entered Executive Session at 7:33 p.m. and returned to Open Session at 7:55 p.m., having taken no action in Executive Session.

**V. Closing Items**

**A. Adjourn Meeting**

Dr. Lynne Beach made a motion to adjourn.  
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 7:54 PM.

Respectfully Submitted,  
Finn Simmens