

APPROVED



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

## Minutes

June 17, 2020 Regular Meeting

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### **Date and Time**

Wednesday June 17, 2020 at 6:15 PM

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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 4/15/2020 at 6:15 PM. Members of the public will be able to watch the meeting via the link <https://zoom.us/j/801651349> or by a link that will be posted on the ILTexas.org website (click the button "Board Meetings" to view any updates to this Notice).

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*

#### **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 Jun 17, 2020 @ 6:15 PM.

#### **C. APPROVE MINUTES OF MAY 27, 2020 REGULAR BOARD MEETING**

PETER GUDMUNDSSON made a motion to approve the minutes from May 27, 2020 Regular Board Meeting on 05-27-20.  
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.

- Commissioner's statement on COVID-19 measures is anticipated soon.
- Several alternative ILTexas contingency plans for opening were summarized.
- TEA is working on clarified accountabilities for instructional minutes.
- Circumstances, including pandemic data and the views of ILTexas families, may dictate different opening plans at different campuses. Currently, substantially opening all campuses is a preferred option, subject to TEA guidance.
- Communications touching on recent national events were discussed.
- Mr. Conger responded to Members' questions concerning how to identify and respond to students whose households include a person who tests positive or is symptomatic for COVID-19 and questions concerning whether teachers might be absent.

#### **B. SCHOOL LEADERSHIP REPORT**

Deputy Superintendent of School Leadership Dr. Thomas Seaberry reported to the Board on Special Education COVID-19 plans, leadership training, and a newly adopted tool for evaluating teachers.

Also reported:

- Progress coordinating campus outreach with district marketing.
- Positive trend in conversion rate at EFW, Lancaster, Orem campuses.

Tarrant Area Superintendent Rodney Cooksy briefed the Board on current outreach to local communities, including efforts at EFW involving staff participation, resulting in dramatic increase in response by families.

Houston Area Superintendent Dr. Matilda Orozco briefed the Board on Area efforts, including:

- Spanish language open houses for outreach
- Spontaneous parent testimonials targeting communities surrounding campuses with lower enrollment
- Family engagement events coordinated with follow-up calls by administrators

Dallas Area Superintendent Tony Palagonia briefed the Board on positive trends in low-enrollment areas as a result of successful adaptation to connecting with the community under COVID-19 Pandemic conditions.

Presenters responded to Board questions about factors underlying increased efficiency of student recruiting efforts and potential opportunities to cooperate with other organizations. Among factors noted is families confirming the successful adaptation to virtual instruction.

#### **C. CHIEF ACADEMIC OFFICER REPORT**

Chief Academic Officer Dr. Laura Carrasco reported to the Board.

- Summer School participation (record-breaking high participation)
- Summer Calendar (professional development)
- Four school-opening plans briefly discussed

Superintendent Conger added a report of teachers we anticipate joining us from overseas in July-August.

A suggestion that medically vulnerable teachers might be given an option to teach virtually was discussed. Mr. Conger mentioned that TEA has shown favor to hybrid programs, although many districts have not adopted such. Importantly, it appears ILTexas proven its in-house curriculum development capabilities.

#### **D. CHIEF ADMINISTRATIVE OFFICER REPORT**

Chief of Staff Aaron Thorson reported to the Board in Mr. McCreight's absence.

- Superintendent Conger mentioned the departure of several Principals.
- Chief Thorson reported enrollment projections -- a highly conservative projection forecasts a modest drop.

Executive Director of Communications, Marketing, & Public Relations Caitlin Madison briefed the Board.

- Successful adaptation of ILTexas to operating under COVID-19 Pandemic conditions and on service the ILTexas community rendered to the public during the Pandemic crisis.
- Graduating Seniors celebrated

- Media attention in the US and in China to ILTexas and to Pandemic-responsive public service of ILTexas students.
- ILTexas digital marketing campaign highlights (performance trends positive)
- Website utilization highlights (likewise positive)
- Admission application trend (positive)

### **III. Executive Session**

#### **A. AUTHORIZATION**

The Board left Open Session and entered Executive Session at 7:30 p.m.  
The Board returned to Open Session at 8:13 p.m.

### **IV. Board Items for Action -- Consent Agenda**

#### **A. CONSENT AGENDA**

Item 5 is to be removed from the Consent Agenda. This decision was confirmed in Open Session immediately following Executive Session.

PETER GUDMUNDSSON made a motion to approve the Consent Agenda.

Tracy Cox seconded the motion.

Chief Thorson summarized highlights of the Consent Agenda, with Item 5 removed for separate consideration. The board **VOTED** unanimously to approve the motion.

#### **B. HB3 Board Goals were the subject of briefing by the Deputy Superintendent and the Chief Academic Officer, followed by discussion.**

### **V. Board Items for Discussion/Action**

#### **A. CONSIDER/ACT ON MAY, 2020 FINANCIAL REPORT**

Soner Tarim made a motion to approve the May, 2020 Financial Report.

Chris Moreland seconded the motion.

CFO James Dworkin reported to the Board. The board **VOTED** unanimously to approve the motion.

#### **B. CONSIDER/ACT ON 2020-2021 INTERNATIONAL LEADERSHIP OF TEXAS BUDGET**

Soner Tarim made a motion to approve the 2020-2021 ILTexas Budget.

Chris Moreland seconded the motion.

CFO James Dworkin briefed the Board. The board **VOTED** unanimously to approve the motion.

#### **C. CONSIDER/ACT TO AUTHORIZE AMENDMENT OF 2019-2020 BUDGET**

Soner Tarim made a motion to approve authorizing administration to amend the 2019-2020 ILTexas Budget to actuals.

PETER GUDMUNDSSON seconded the motion.

CFO James Dworkin briefed the Board. The board **VOTED** unanimously to approve the motion.

#### **D. CONSIDER/ACT ON PURCHASE OF NEW SITE FOR WINDMILL LAKES-OREM HIGH SCHOOL**

Chris Moreland made a motion to approve the purchase.

Dr. Lynne Beach seconded the motion.

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

#### **E. CONSIDER/ACT ON EXTENDED COVID-19 EMERGENCY DECLARATION AND DELEGATION OF AUTHORITY**

HB3 Board Goals were the subject of extended questioning and discussion. No vote was conducted on the Item. The Item will be before the Board again in July.

PETER GUDMUNDSSON made a motion to approve extension of the declaration and delegation.

Soner Tarim seconded the motion.

Chief Legal Officer Tim Brightman briefed the Board. The board **VOTED** unanimously to approve the motion.

## VI. Closing Items

### A. Adjourn Meeting

Dr. Lynne Beach made a motion to adjourn.

Chris Moreland 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 9:10 PM.

Respectfully Submitted,  
Finn Simmensen

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## Documents used during the meeting

- Board\_Marketing.pptx
- Enrollment Data.pdf
- This Page is Blank.docx
- CAO Board Report, June 15, 2020.pdf
- Authorized Board Notification 06.17.2020.pdf
- Authorized Board Report 06.17.2020.pdf
- ALL CONSENT EXHIBITS SEQUENCED BY ITEM NUMBER.pdf
- Board Financial PKG 2020-05.pdf
- Board Finance PKG 2000-04x.pdf
- SFC exhibit re 19-20 budget to actuals.pdf
- Life Executed Contract.pdf
- Resolution extending Emergency Declaration and Authorization -- for June 17, 2020.pdf