



International Leadership of Texas

3301 N. Shiloh Rd, Garland, TX 75044 ♦ Tel: (972) 414-8000 ♦ ILTexas.org

International Leadership of Texas Board Meeting Minutes for August 22, 2013

- I. Call to Order – The Board of the International Leadership of Texas was convened Wednesday, August 22, 2013 and was called to order at 6:00 p.m. by President Frank Corte at the new ILTexas campus in Garland at 3301 Shiloh, Garland, Texas. Roll was called and a quorum was confirmed.
 - A. Board Members present:
 - i. Frank Corte, President
 - ii. Curtis Donaldson, Vice President
 - iii. Cliff Sevier
 - B. Board Members absent:
 - i. Carmen Valdivia, Secretary
 - ii. Connie Wallace
 - C. Staff Present:
 - i. Eddie Conger, CEO/Superintendent
 - ii. Jerry McCreight, CFO
 - iii. Chris Florance, COO
 - iv. Dr. Laura Carrasco, Director of Languages
 - v. Tomas Sanchez, Athletic Director
 - vi. Carrie Hutchison, Assistant to the Superintendent
 - vii. Joyce Wheeler, Director of Testing and Technology
 - viii. Angela Moran, Director of Community Development
 - ix. Myrna Apodaca, Principal, Garland MS
 - x. Angela Marcellus, Principal, Garland ES
- II. A motion was made by Curtis Donaldson that the Agenda be amended to allow for a quick tour of the newly completed facility for ILTexas. It was seconded by Cliff Sevier and carried unanimously.
- III. The President, Frank Corte recessed the board for the tour.
- IV. The tour was completed and the meeting resumed. The President assigned Curtis Donaldson as acting secretary to capture the minutes of the meeting in the absence of the permanent and temporary secretaries.



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- V. Approval of May 2013 Minutes.
 - i. Motioned by Curtis Donaldson
 - ii. Seconded by Cliff Sevier
 - iii. Motion carried unanimously

- VI. General/Public Comment – no one made a comment or public statement

- VII. Staff Reports
 - A. CEO/Superintendent Report, Eddie Conger- District-wide updates provided, specifically- the temporary facilities that have been secured for the Arlington campus. They were still waiting on a certificate of occupancy but that it was expected before the first day of school. Mr. Conger also gave a report about the need for additional staff for special needs students. It is expected to have 150 students with special needs. This is a critical issue but solvable. Mr. Conger was interviewing candidates for Special Education Director and other support staff for this need. If the appropriate staff is not hired there is a option to contract for a short period of time until one is found. Mr. Conger reports on enrollment and that is still the top priority. The issue of the language teacher from Mexico and China is reported. Seven teachers have arrived from China that will be teaching Chinese in ILTexas classes on August 1st. Additional teachers are needed and that issue is being worked out and should be resolved in 6 to 8 weeks. Mr. Conger spoke to the Grand Opening Ceremony but stated more would be reported on the plans of the ceremony by staff later in the meeting.
 - B. CFO Report, Jerry McCreight- Financial Report provided and explained, specifically- Current and last month's balance sheet and income statement. He also reported that he expected \$1.6M in revenue from the State of Texas once enrollment was reported on September 16 and another \$1.6M on the 25th of the month.
 - C. COO Report, Chris Florance- Reported that a temporary Certificate of Occupancy was issued by the City of Garland for the new facilities and should a permanent CofO within a month. He explained that the technology installation should be completed by the end of the week. He continued to explain that Arlington had a few more requirements and their CofO should be issued as well. Mr. Florance reported that food service and security staff have been trained and ready for the first day of school. Mr. Florance reports that the hiring of the nurses for the district is going well. Lastly he reports that the transportation agreement has been signed by the Garland Students.
 - D. Chief Academic Officer Report, Dr. Laura Carrasco- Comprehensive report provided that includes updates on Health and Safety Training, 1st Annual All District Professional Development Day, Region 10 Co/op support and service agreement, LPAC plan, Tri-lingual Education Model, Guiding Principles of Dual Language Immersion Program, and Assessments in Developing Students to the Next Level.



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- E. Community Development Report, Angela Moran- provided report that the Ed Rachel Foundation has awarded a grant. She then gave a report on the planning and events for the Grand Opening and Ribbon cutting of the Garland Campus that would take place on August 23rd, 2013.
 - F. Athletic Director Report, Tomas Sanchez- Reported that all coaches had been hired for all campuses. He also gave an update on facilities and equipment.
 - G. Director of Testing and Technology Report, Joyce Wheeler – Report included update on web services, donation tab on website, lunch free web tab, and that all AV equipment had been delivered. Mrs. Wheeler then reported on Testing that included training, and identifying students who need to pass End of Course (EOC) tests.
 - H. Principals Reports- Written reports provided by Garland HS, Garland MS, Garland ES, and Arlington ES. Most updates included staff hiring, master schedules, enrollment, and parent meetings
- VIII. Discussion items:
- A. Grand Opening and Ribbon Cutting Ceremony – Board members discussed more details of the grand opening and ribbon cutting ceremony. Mr. Conger gave remarks to the invitees and how he expected the event to go.
- IX. Executive Session – Board President Corte called the Board into an executive session at 7:30pm.
- A. Discussion of Personnel (hiring)
 - B. Discussion of Real Estate
- X. Action items – Board returned to public session at 7:48pm.
- A. Approval of new personnel. The title of security personnel was changed to Security Personnel versus School Marshal and offered as an amendment to the slate of new personnel. Motioned by Donaldson and seconded by Sevier, vote was 3 ayes no nays – Slate of New Hires was approved as amended.
 - B. Faculty Handbook – Board discussed the Faculty Handbook. Motioned by Sevier and seconded by Donaldson to approve the handbook, vote was 3 ayes and no nays. The new handbook was approved.
 - C. Mr. Conger reported that the option to hire a special education contractor would require board action to approve him to discuss and contract with potential candidates. A motion was made to authorize the CEO/Superintendent and ILTexas staff to negotiate and execute contracts for up \$250,000. The decision by the CEO and staff will be reported in the board meeting and this authorization is a one and only time authorization. Move by Sevier and seconded by Donaldson, vote was 3 ayes and no nays, it was approved.



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- D. Mr. McCreight, ILTexas CFO and Mrs. Fran Thompson of JR3 was called to provide information to the Board about the revised format for the budget. The budget for the 2013 -2014 was passed in a previous meeting however it was recommended that the new format be submitted for board action. The format is based on functions of operations. Moved by Sevier, seconded by Donaldson, vote was 3 ayes, no nays, ILTexas 2013-2014 Budget was approved with new function format.
- E. Board President Corte raises discussion about a new loan with Vintage Bank of Waxahachie to assist with the acquisitioning of Instructional Materials. State allocation of funds to purchase Instructional Materials will fall short of the needed amounts. A board resolution was offered by the board president to authorize the CEO/Superintendent and CFO to negotiate and execute a loan up to \$200,000 for the purpose of assisting with the purchase of Instructional Materials. Motion was made by Donaldson to approve the resolution, seconded by Sevier, vote was 3 ayes no nays, motion and resolution was approved.

IX. Adjourn- the meeting adjourned at 8:18 p.m.

Approved by the Board of Directors in the next board meeting on September 18, 2013 in a lawfully called meeting in accordance with the bylaws of the Board of Directors and all laws and regulations of the State of Texas.

Secretary

Date

President

Date