



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

## Special Board Meeting

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### **Date and Time**

Wednesday August 2, 2017 at 6:30 PM

### **Location**

1820 N. Glenville Dr., #100 | Richardson, TX 75081

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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 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](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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### **Agenda**

	<b>Purpose</b>	<b>Presenter</b>	<b>Duration</b>
<b>I. Opening Items</b>			
<b>A.</b> Record Attendance and Guests			5
<b>B.</b> Call the Meeting to Order			
<b>C.</b> Approve Minutes	Approve Minutes		
<b>II. Executive/Closed Session</b>			
<b>A.</b> Authorization	Discuss		15

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting or the Board determines that a closed or executive meeting or session is authorized or required by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., the Board will conduct such closed or executive meeting or session in accordance with the Texas Open Meetings Act, Texas Government Code, Chapter 551, Subchapters D and E, or Texas Government Code section 418.183(f). Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

**III. Board Action Items**

<b>A.</b>	Discuss/Act on the Slate of Employee New Hires, Resignations & Terminations	Vote	1
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Consider and Take Action to Approve the Slate of New Employee District Hires, Resignations & Terminations, as discussed in Closed Session.

<b>B.</b>	Discuss/Act on District's 2017-2018 Budget	Vote	45
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Consider and take action to approve the 2017-2018 District Budget.

**IV. Closing Items**

<b>A.</b>	Adjourn Meeting	Vote	1
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# Cover Sheet

## Approve Minutes

**Section:** I. Opening Items  
**Item:** C. Approve Minutes  
**Purpose:** Approve Minutes  
**Submitted by:**



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

## **Minutes**

### Board of Directors Meeting

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#### **Date and Time**

Wednesday July 26, 2017 at 6:30 PM

#### **Location**

ILTexas District Office - 1820 North Glenville Dr., Suite 100, Richardson, TX 75081

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#### **Meeting Notice**

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/or audio feed in accordance with the Texas Open Meetings Act. 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.

/s/ Finn Simmensen, For ILTexas' Board

#### **Mission Statement**

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.

#### **Public Comment Guidelines During Regular Board Meetings**

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The public is invited to attend Regular Board Meetings of the International Leadership of Texas Board of Directors. All meetings (unless otherwise noted) are held at the ILTexas District Office, 1820 N. Glenville Dr., #100, Richardson, Texas 75081. The public is encouraged to attend public board meetings and to address their issues and concerns within the limitations set by the Board, First Amendment Rights, and by law. It is the intent of ILTexas and the expectations of the community to expect that all board meetings be conducted in accordance with proper decorum and be civil, peaceful, and professional.

The public may address the Board at the regularly scheduled board meeting. Each person will have up to three (3) minutes to speak. In order to speak, please adhere to the following procedures:

- The public shall physically come to ILTexas District Office at 6:30 PM and announce their presence and intent to speak at the reception desk and complete the Audience Participation Sign-Up Sheet; or
- For those residents living in the Houston area and wish to speak in the Houston area, you must sign up by calling Board Services at (972) 479-9078 no later than 4:00 p.m. on the day before the meeting. In addition, you must contact your campus principal or assistant principal.

For those residents living in the Houston area and have signed up to speak per the above, a room will be set up at the respective ILTexas campus so that the s/he may watch, listen and speak during the allotted time. Please confirm your attendance with the campus principal or assistant principal, as the necessary technology and security will need to be implemented. In addition, the public must physically come to designated Houston-area location at 6:30 PM and announce their presence and intent to speak and complete the Audience Participation Sign-Up Sheet.

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### **Directors Present**

Curtis Donaldson, Dr. Lynne Beach, Jorge Flores, Tracy Cox

### **Directors Absent**

*None*

### **Directors Left Early**

Curtis Donaldson

### **Guests Present**

Clayton Greenberg

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## **I. Opening Items**

### **A. Call the Meeting to Order**

Curtis Donaldson 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 Jul 26, 2017 @ 6:44 PM at ILTexas District Office - 1820 North Glenville Dr., Suite 100, Richardson, TX 75081.

### **B. Record Attendance and Guests**

Quorum Present, as indicated

**C. Approve Minutes**

Jorge Flores made a motion to approve minutes from the Meeting of the Board of Directors of International Leadership of Texas on 06-21-17.

Tracy Cox seconded the motion.

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

Minutes modified to correct the spelling of Dr. Beach's first name.

**II. The Office of the Superintendent [Reports & Discussion]**

**A. Superintendent Report**

Curtis Donaldson left early.

**B. CFO Report**

Curtis Donaldson left early.

**C. CAO Report**

Curtis Donaldson left early.

**III. Board Action Items**

**A. Discuss/Act on the Slate of Employee New Hires, Resignations & Terminations**

Dr. Lynne Beach made a motion to Approve the Slate of New Hires, Terminations and Resignations as discussed in closed session.

Tracy Cox seconded the motion.

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

**B. Discuss/Act on Approval for the District to Request Waivers from TEA**

Dr. Lynne Beach made a motion to Approve the District to Request Waivers from TEA for early release; staff development - general; staff development - subject areas; and related to students taking dual credit courses at Institutions of Higher Educations (IHEs) with calendars of fewer than 75,600 minutes.

Tracy Cox seconded the motion.

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

**C. DISCUSS/ACT ON THE SUBMISSION OF TEA DOCUMENTS PERTAINING TO THE ARLINGTON K-8 CAMPUS**

Tracy Cox made a motion to Approve the submission to TEA necessary documents pertaining to the Arlington K-8 Bowen campus.

Dr. Lynne Beach seconded the motion.

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

**D. Discuss/Act on any Necessary Documentation/Waivers Required by TEA**

Tracy Cox made a motion to Authorize the Superintendent or its designee to execute and submit any necessary documentation to TEA regarding the addresses and/or locations of any District campus, including but not limited to non-expansion charter amendment request(s), expansion charter amendment request(s), waivers, or any other charter related documents, and/or to execute and submit to TEA documentation retroactively addressing the same or related thereto, including but not limited to non-expansion charter amendment request(s), expansion charter amendment request(s), waivers or any other charter related documents.

Dr. Lynne Beach seconded the motion.

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

**E. Discuss/Act on request to submit waiver(s) outside the charter amendment window**

Dr. Lynne Beach made a motion to Authorize the Superintendent or its designee to execute and submit waiver requests outside the charter amendment window of February 1 - April 1 relating to any District campus or charter matter.

Tracy Cox seconded the motion.

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

**F. Discuss/Act to approve 2017-2018 ILTexas Employee Handbook**

1. Tracy Cox made a motion to amend the Employee Handbook to amend page 23, paragraph 5 to delete paragraph 5 in its entirety and replace it with the following paragraph 5:

*Unless otherwise approved by the Superintendent for the remainder of the school year, if two employees marry, become relatives of each other or enter into an intimate relationship, they should not remain in a professional supervisory relationship. ILTexas will, at its discretion, attempt to identify other available positions, and allow one or both of such employees to apply for reassignment, or ILTexas may reassign the employees at its discretion. If no alternate position is available, ILTexas may terminate either of the employees at its discretion.*

**Amendment Passed Unanimously.**

Dr. Lynne Beach made a motion to Approve 2017-2018 International Leadership of Texas Employee Handbook, as amended.

Tracy Cox seconded the motion.

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

**IV. 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 8:30 PM.

Respectfully Submitted,  
Jorge Flores

# Cover Sheet

## Discuss/Act on District's 2017-2018 Budget

**Section:** III. Board Action Items  
**Item:** B. Discuss/Act on District's 2017-2018 Budget  
**Purpose:** Vote  
**Submitted by:**  
**Related Material:** Budget.pdf



**INTERNATIONAL LEADERSHIP OF TEXAS  
PROPOSED 2017-2018 BUDGET**

		Proposed 2017-2018 Budget
Fund		
240-NSLP		3,223,114
240-NSLP Total		<b>3,223,114</b>
420-FSP	5700 - Local	9,685,740
	5800 - State	133,981,920
	5900 - Federal	
420-FSP Total		<b>143,667,660</b>
Total 240 & 420 Revenue		<b>146,890,774</b>
Fund		
240-NSLP	35- Food Svcs	3,223,114
240-NSLP Total		<b>3,223,114</b>
420-FSP	11-Instructional Svcs	70,228,710
	12-Library & Media Svcs	578,531
	13-Curriculum & Staff Dlvmt	2,309,844
	21-Program Admin	870,329
	23-Campus Admin	9,834,301
	31-Counseling & Assmnt	4,237,905
	33-Health Services	1,583,747
	34-Transportation Svcs	934,740
	35-Food Svcs	307,254
	36-Extra Curricular Activity	2,383,120
	41-District Admin	5,894,944
	51-Maintenance & Operation	25,137,964
	52-Security Svcs	1,754,032
	53-Networking & Technology	4,332,792
	61-Community Svcs	2,502,496
	71-Debt Service	10,753,905
	99-Assets	23,044
420-FSP Total		<b>143,667,660</b>
Total 240 & 420 Expenses		<b>146,890,774</b>
	Net Revenue to Expense	0
	Depreciation (Non-cash Expense)	(4,124,372)
	Anticipated Expense Less Depreciation	142,766,402
	Net (Cash) Revenue to Expense	<b>4,124,372</b>