



International Leadership of Texas, Inc.

March 29, 2018 Special Meeting

Date and Time

Thursday March 29, 2018 at 6:15 PM CDT

Location

1820 North 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 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 Simmenssen, For ILTexas' Board

Agenda

I. Opening Items

Opening Items

- A.** Record Attendance and Guests
- B.** Call the Meeting to Order

II. Board Action Items

A. DISCUSS/ACT ON SELECTION OF INDEPENDENT AUDITOR

Consider and take possible action to select an Independent Auditor.

B. DISCUSS AND ACT ON HIGH QUALITY CAMPUS DESIGNATION

Consider and take possible action on resolution supporting IL Texas application for High Quality Campus designation at various campuses.

C. DISCUSS/ACT ON POSSIBLE NON-EXPANSION AMENDMENT FOR STUDENT-TEACHER RATIOS

Consider and take possible action on resolution to submit Non-Expansion amendment addressing class sizes/student-teacher ratios.

III. Closing Items

- A.** Adjourn Meeting

Coversheet

DISCUSS/ACT ON SELECTION OF INDEPENDENT AUDITOR

Section:	II. Board Action Items
Item:	A. DISCUSS/ACT ON SELECTION OF INDEPENDENT AUDITOR
Purpose:	Vote
Submitted by:	
Related Material:	Audit Proposal Sutton Frost 2018.03.27.pdf BoardLtr_AuditFirm(3-19-18)03292018151843.pdf

PRESENTED TO



 **SFC**
Sutton Frost Cary LLP
Certified Public Accountants

600 Six Flags Drive Suite 600
Arlington, Texas 76011

201 N. Hampton Street
Fort Worth, Texas 76102

PARTNER CONTACT

Amy Michie, CPA
amy@sfcllp.com
817.649.8083

AN INDEPENDENT MEMBER OF

ALLIANCE USA

OUR APPRECIATION

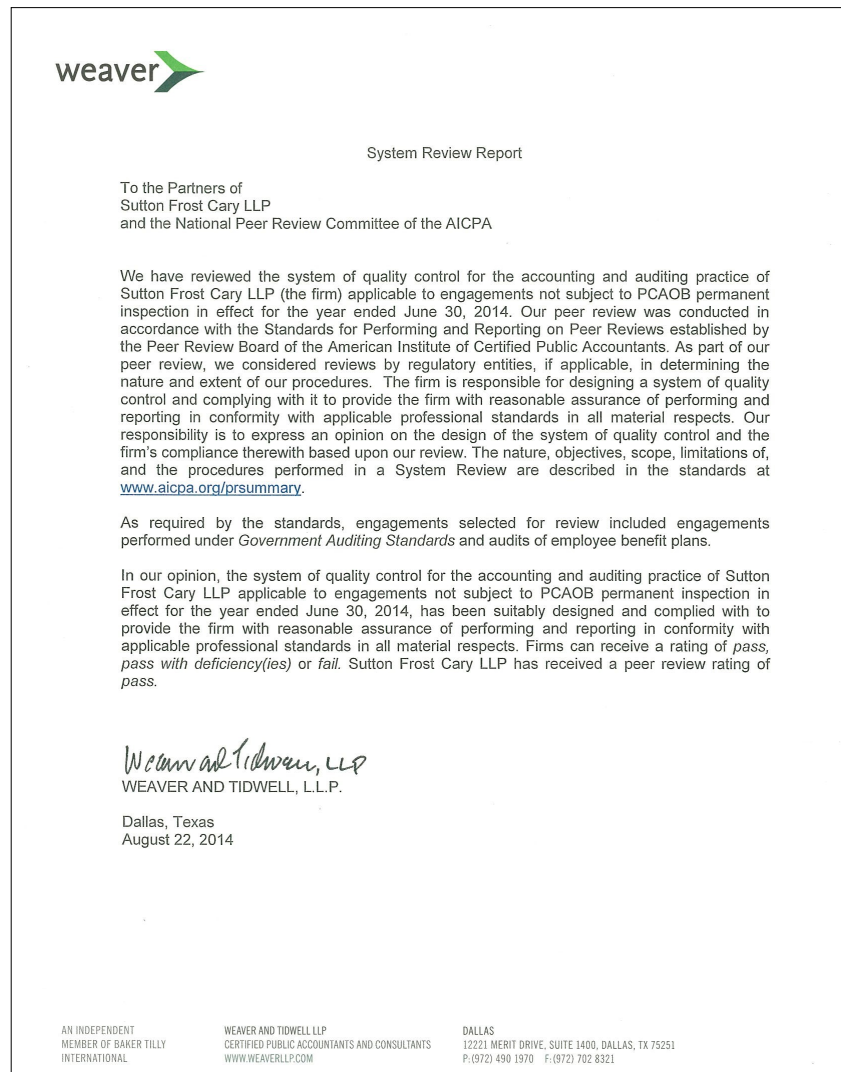
We would like to thank you for considering Sutton Frost Cary LLP (SFC) to provide audit and tax services for International Leadership of Texas (ILTexas). ILTexas will be a highly valued client, and we want to provide a proactive accounting partnership with ILTexas. SFC prides itself on being a responsive business partner focused on meeting your needs.

ORGANIZATION

SFC is a full-service accounting firm with locations in Fort Worth and Arlington, Texas that was founded in 1991 and has been serving the DFW Metroplex for over 25 years. SFC currently has a staff of 45 employees with 18 of those employees in the audit department. We offer national-firm quality with local-firm friendliness and are dedicated to serving our clients through a responsive relationship, personalized services, objective leadership and outstanding technical skills. The engagement team will work from our Arlington office which is located at 600 Six Flags Drive, Suite 600, Arlington, Texas 76011 and can be reached at (817) 649-8083. The partners of SFC are Paul Cary, Kim Crawford, Bill Greene, Amy Michie, Paula Hiett, Drew Madsen, Denise Holmes and Craig Ruggenberg.

SFC represents a broad range of clients, including not-for-profit organizations, governmental entities, employee benefit plans, individuals and privately held companies in a variety of industries. Our partners and staff have gained extensive knowledge of the complexities surrounding not-for-profit organizations, and we perform services for small organizations and organizations with up to \$100,000,000 in annual revenues.

PEER REVIEW



The American Institute of Certified Public Accountants (AICPA) sponsors a peer review program. The program helps to monitor a CPA firm's accounting and auditing practice and promotes quality in accounting and auditing services provided by CPA firms. The program requires firms to undergo a peer review once every three years. SFC has participated in this quality control review program since 1990. All of our peer review reports have expressed unmodified opinions/pass ratings. Our most recently completed peer review report was performed during August 2014 by Weaver. We have completed our 2017 peer review performed by Eide Baily LLP and although we have yet to receive our report, we can state that we received an unmodified opinion/pass with no findings. The report is expected to be issued in March 2018.

QUALIFICATIONS/PERSONNEL

With over 200 not-for-profit clients, we are committed to serving this important sector. The size and scope of our not-for-profit clients varies greatly and includes organizations that rely on private funding and state and federal funding. Our partners and staff have gained extensive knowledge of the complexities surrounding not-for-profit organizations by closely working with our diverse nonprofit clients.

Our engagement team members have been carefully selected to match the needs of ILTexas and these team members routinely work with not-for-profit entities. The engagement team will be led by Amy Michie, Partner, who will be responsible for all services provided to you. Brett Gregory, Senior Audit Manager, Michelle Kennedy, Audit Senior, and Elizabeth Arnott, Tax Associate, will assist Amy, as well as a staff auditor. Kim Crawford, Partner, will serve as the concurring review partner and will be available in the absence of the engagement partner.



QUALIFICATIONS/PERSONNEL (CONTINUED)

The Form 990's for ILTexas and ILTexas Global will be prepared by Elizabeth Arnott, Tax Associate, and reviewed by Amy Michie, Partner. Amy will direct the overall tax preparation throughout the duration of the engagement. She has extensive experience preparing even the most complicated Form 990's. We do not anticipate the use of outside specialists or consultants.

Our firm and all assigned key professional staff are in compliance with the registration and permit requirements to engage in the practice of public accounting in Texas. No disciplinary action has been taken or is pending against the firm or any of our partners or staff with either the state board of accountancy or any other regulatory agency or professional organization.

The professional experience of Amy, Kim, Brett, Michelle, and Elizabeth includes an in-depth knowledge of the unique accounting aspects of not-for-profit organizations and specifically education institutions. We stay up-to-date on the latest regulations affecting not-for-profit entities by attending the annual AICPA not-for-profit industry conference and the annual Texas Society of Certified Public Accountants (TSCPA) not-for-profit conference, as well as other not-for-profit conferences and seminars. We also hold in-house CPE seminars for our staff, so that we can tailor the curriculum to fit our clients' industries.

Amy and Kim also teach board training seminars and instruct CPE courses related to not-for-profit audits and other issues surrounding not-for-profit organizations. Bios for team members are included on the following pages.

AMY MICHIE, CPA

PARTNER



EXPERIENCE

Amy has over 20 years of experience in public accounting and is one of the firm's designated not-for-profit partners. She has extensive experience in all phases of the audit process and is especially active in the not-for-profit and governmental sectors. In addition to financial and compliance audits, her experience includes reviewing Form 990 filings, tax research and consulting. Her industry experience includes not-for-profit organizations, governmental entities, healthcare, construction, manufacturing and information technology.

AREAS OF FOCUS

Accounting and Assurance services
Nonprofit Organizations
Single Audits
Tax Preparation and Research for Tax Exempt Entities
Consulting

ACADEMIC BACKGROUND

University of Texas at Arlington
Bachelors of Business Administration – Accounting

PROFESSIONAL ASSOCIATIONS

American Institute of CPA's
Texas Society of CPA's
Dallas and Fort Worth Chapter of CPA's

COMMUNITY INVOLVEMENT

North Texas Higher Educational Authority, Inc. (Treasurer)
United Way of Tarrant County (City of Arlington-Grant Review Committee)
Arlington Chamber of Commerce Women's Alliance
Leadership Arlington – Class of 2011 - 2012

LICENSED IN

Texas

CONTACT

817.649.8083
amy@sfcllp.com



KIM CRAWFORD, CPA

PARTNER



EXPERIENCE

Kim has been in public accounting since 1994, including several years in the Dallas office at an international firm. Her extensive and diverse experience includes, but is not limited to, audits of financial statements of privately owned companies, employee benefit plans and nonprofit organizations as well as consulting for insurance-related clients. Kim also assists clients with various tax and consulting services. Her responsibilities include being one of the firm's designated partners for audits of nonprofit entities.

AREAS OF FOCUS

Nonprofit Organizations
Employee Benefit Plans
Single Audits
Insurance Organizations
Manufacturing Companies

ACADEMIC BACKGROUND

University of Texas at Arlington
Bachelors of Business Administration – Accounting (Summa Cum Laude)
Masters of Science in Accounting

PROFESSIONAL ASSOCIATIONS

American Institute of CPA's
Texas Society of CPA's
Fort Worth Chapter of CPA's

COMMUNITY INVOLVEMENT

Rotary Club of Arlington—Treasurer 2003-2014 & Rotarian of the Year 2010
Lamar High School Cheer Booster Club (Treasurer) & Choir Booster Club Vice President
YMCA of Arlington (Board and Committee Member)
Leadership Arlington—Class of 2007-2008
Rotary District 5790 Foundation (Past Treasurer)
First United Methodist of Arlington Church Youth Volunteer
Arlington Chamber of Commerce Women's Alliance
Ladies' Auxiliary of the Boys and Girls Clubs of Arlington

LICENSED IN

Texas
Florida

CONTACT

817.649.8083
kim@sfcllp.com



BRETT GREGORY, CPA

SENIOR AUDIT MANAGER

EXPERIENCE

Brett has over 10 years of experience in public accounting. He has extensive experience in all phases of the audit process. His industry experience includes governmental entities, nonprofit organizations, manufacturing and employee benefit plans.

AREAS OF FOCUS

Municipalities
School Districts
Accounting and Assurance services
Nonprofit Organizations and Government Entities
Single Audits
Employee Benefit Plans
Manufacturing Companies

ACADEMIC BACKGROUND

University of Texas at Arlington
Bachelors of Business Administration – Accounting

PROFESSIONAL ASSOCIATIONS

American Institute of CPA's
Texas Society of CPA's
Dallas and Fort Worth Chapter of CPA's

COMMUNITY INVOLVEMENT

Rotary Club of Burleson

LICENSED IN

Texas

CONTACT

817.649.8083
brett@sfcllp.com



MICHELLE KENNEDY, CPA

AUDIT SENIOR



EXPERIENCE

Michelle has four years of experience in public accounting. She has experience in all phases of the audit process. Her industry experience includes nonprofit organizations, governmental entities, manufacturing, port authorities, charter schools and employee benefit plans. Her experience also includes preparation and review of Form 990 as well as consulting for insurance-related clients.

AREAS OF FOCUS

Nonprofit Organizations
Charter Schools
Employee Benefit Plans
Manufacturing Companies
Port Authorities

ACADEMIC BACKGROUND

Texas A&M University
Bachelors of Science - (Magna Cum Laude)
University of Texas at Arlington
Masters of Professional Accounting
Masters of Business Administration

PROFESSIONAL ASSOCIATIONS

American Institute of CPA's
Texas Society of CPA's

COMMUNITY INVOLVEMENT

Dallas Chamber of Commerce
Dallas Chamber of Young Professionals

LICENSED IN

Texas

CONTACT

817.649.8083
michelle@sfcllp.com



ELIZABETH ARNOTT, CPA

TAX ASSOCIATE



EXPERIENCE

Elizabeth began her public accounting career in 2016, but has over 10 years of experience in industry accounting and banking. This variety of her experience has allowed her to work with a wide range and diverse type of clientele. Her extensive and diverse experience includes all aspects of tax compliance and consulting services for clients for nonprofit and private foundations.

AREAS OF FOCUS

Audit, Tax Compliance and Consulting for the following industries:

Private Foundations
Construction Companies
Real Estate
Services Companies
Employee Benefit Plans
Nonprofit Organizations

ACADEMIC

University of Texas at Austin

BACKGROUND

Bachelors of Business Administration—Accounting

PROFESSIONAL

American Institute of CPA's

ASSOCIATIONS

Texas Society of CPA's
Fort Worth Chapter of CPA's

COMMUNITY INVOLVEMENT

Ladies Auxiliary to the Boys and Girls Club
Various PTA Boards
Lamar High School Volleyball Booster Club - Treasurer

LICENSED IN

Texas

CONTACT

817.649.8083
elizabeth@sfcllp.com



WHY SFC?

We believe that SFC is the best choice for ILTexas due to the reasons explained below. ILTexas will benefit by choosing SFC, as they will gain a long-term partner for success.

- Responsiveness
- Commitment to Not-For-Profit Organizations
- Significant Experience with Charter Schools
- Low Turnover
- An Independent Member of the BDO Alliance USA

One trait of successful organizations is responsiveness. That is why we place an emphasis on responding to all messages within 24 hours. We also make ourselves available to our clients throughout the year to answer questions as needed. We work closely with our staff to ensure they understand the importance of being responsive.

Not-for-profit organizations have unique characteristics and challenges. Our extensive experience working with not-for-profit organizations has allowed us to create a niche within our firm to provide timely answers to your questions. Our experience allows us to gain an understanding of your organization and design an efficient audit.

We have experienced very little staff turnover in our audit department over the past few years, and we believe this is due to our commitment to a work-life balance and to staff development. Because of this, we have staff continuity on most of our engagements.

We are an independent member of the BDO Alliance USA, a nationwide association of independently owned local and regional accounting, consulting and service firms with similar client service goals. The BDO Alliance USA presents an opportunity for firms to expand services to clients without jeopardizing our existing relationships or our autonomy by accessing the resources of BDO USA, LLP and other Alliance members.

AUDIT APPROACH

SFC is pleased to confirm our understanding of the scope of work required by ILTexas. It is our understanding that ILTexas is seeking a certified public accounting firm to perform an annual audit of the financial statements and a compliance audit of International Leadership of Texas for the year ending August 31, 2018 and prepare the related Form 990 for IL Texas and ILTexas Global. We will also prepare the financial statements, supplemental schedules and footnotes from information provided by management. Management will be responsible for reviewing, approving and accepting responsibility for these non-audit services.

We approach each engagement as a collaborative effort and combine our years of experience working on similar projects with a finely-tuned process to provide quality services with personalized attention.

Once we are selected as auditors, we will schedule a planning meeting and confirm timing of interim and final fieldwork. The planning meeting with ILTexas personnel typically occurs approximately two months before the start of fieldwork. We will prepare a detailed document request list and send it to ILTexas, along with a risk assessment questionnaire. We will also request copies of ILTexas's policies and procedures and other permanent file documents. We will use ILTexas's preliminary internal financials, policies and procedures manual and responses obtained from the risk assessment questionnaire to plan the audit. We will prepare audit work programs accordingly.

AUDIT APPROACH (CONTINUED)

We will perform fieldwork with the most uninterrupted days as is possible and leave an open items list with ILTexas personnel after fieldwork is complete. We will work with ILTexas's personnel to wrap up the audit as quickly as possible. We have budgeted 320 hours for the audit and tax engagement, and this is segmented by section as follows:

Section	Hours
Planning & Interim	80
Fieldwork	158
Report Preparation, Client Meetings & Wrap-up	60
Form 990's	22
Total Hours	320

We expect that staff of ILTexas will provide us with working trial balances, internal financial statements, detailed general ledger reports and other workpapers, as requested. We also expect that we will have access to staff for inquiries, as needed, and original source documents, as requested. We will require your assistance to provide us with as many workpapers and other documents in electronic format, as possible.



AUDIT APPROACH (CONTINUED)

SFC has a quality control system in place that includes a detailed review of audit work papers, review of all reports and letters by at least two partners, an annual internal inspection process and a triennial peer review performed by an outside CPA firm. We continuously emphasize to all our staff the need to perform quality work.

SFC's methodology for implementing the fraud standards primarily occurs through the risk assessment process. Once we have gained a thorough understanding of internal controls, we will identify any areas we consider to have fraud risks and plan audit procedures for those areas. Procedures may include inquiries of management, employees and officers and reviews of reconciliations, canceled checks and original source documents. The evaluation of fraud risks occurs continuously throughout the audit.



AUDIT APPROACH (CONTINUED)

We believe we can perform these services in a timely and efficient manner through our use of client questionnaires and workpaper templates that we carry from audit to audit. In addition, we feel that the level of partner involvement on this audit will aid in efficiency.

In order to train our staff on the financial system of ILTexas, we will start with the internal controls policies and procedures documentation provided by ILTexas. We will review this as a team, along with a review of the trial balance and chart of accounts to gain an understanding of systems and processes. We will also perform walk throughs of certain transactions to ensure we have an accurate understanding of the processes. Throughout the engagement, we will be in constant communication as a team as to how the various sections of the audit interface. We do not feel this process will require much time from ILTexas staff, but we will request documentation of internal control policies and procedures and support for 8-10 transactions. We will also make inquiries of certain ILTexas staff members.

During the engagement, we strive to be in constant communication with client staff regarding the progress of the work and what steps are needed for completion. We also strive to wrap up the services as quickly as possible.

Our process for resolving auditing and accounting issues, should any arise, is to discuss these issues with management and allow adequate time for research. Discussion will be with the audit partner, management and if necessary, the audit committee to bring these issues to resolution.

SINGLE AUDIT APPROACH

The Single Audit is an audit of an entity's financial statements and the reporting on the schedule of expenditures of federal awards and a compliance audit of its major federal programs expended during the fiscal year. The Single Audit process is a key factor in the achievement of the following accountability objectives:

- The receipts and uses of all funds are transparent to the public, and the public benefits of these funds are reporting clearly, accurately and in a timely manner.
- Funds are used for authorized purpose and instances of fraud, waste, error, and abuse are mitigated.

Under the Uniform Guidance, the auditor has additional testing and reporting responsibilities for compliance, as well as internal control over compliance, beyond a financial statement audit performed in accordance with Government Auditing Standards and Generally Accepted Auditing Standards.

The Uniform Guidance specifically states that the auditor should determine whether the auditee has complied with laws, regulations, and the provisions of contracts or grant agreements that may have a direct material effect on each major program.

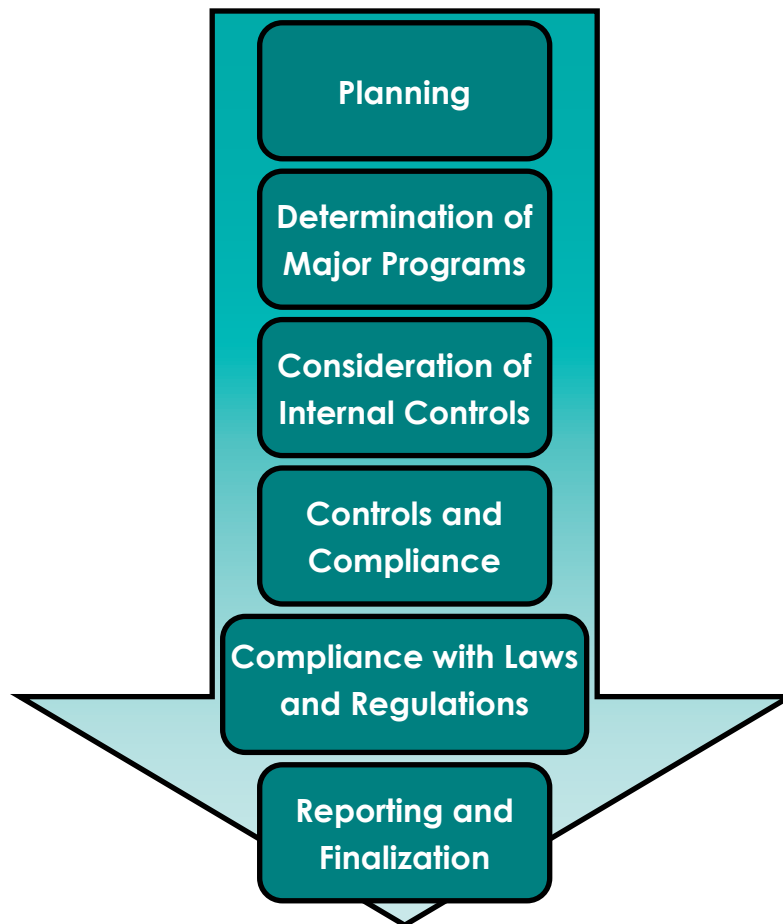
The principal tool for this purpose is the Office of Management and Budgets (OMB) Single Audit Compliance Supplement. This document serves to identify existing important compliance requirements that the Federal Government expects to be considered as part of a Single Audit. This tool allows federal agencies to effectively communicate items that they believe are important to the successful management of the respective programs and the related legislative intent.

SINGLE AUDIT APPROACH (CONTINUED)

In addition to the actual Uniform Guidance and the related Compliance Supplement, we will utilize, but not be limited to, the following types of available guidance throughout our audit process:

- AICPA Audit Guide
- Uniform Grant Management Standards
- Texas Education Agency Financial Accountability System Resource Guide

Our technical and management approach for the performance of the Single Audit will be performed in the following phases:



TIMELINE

We are committed to collaborative planning and adherence to timelines and mileposts we establish with ILTexas. We have created the following schedule based upon the requirements communicated to us. The first step in any engagement is to develop a mutually agreeable schedule, including confirming fieldwork timing and deliverable dates, which will serve as both a communications and monitoring tool as the engagement progresses. We take our commitment to your deadlines seriously and will work diligently to meet the scheduled milestones. We expect our audit timing to be as follows:

SUGGESTED TIMELINES

	JUNE 30 YEAR-END	AUGUST 31 YEAR-END
Planning: <ul style="list-style-type: none"> SFC review prior CPA work & interim financials Develop and send PBC list Planning Meeting 	April	May
Interim fieldwork	May	July
Final fieldwork	September	October
Report Issuance & Board Meetings	October	November

FEES

We will perform an audit of your financial statements as of and for the year ending August 31, 2018, perform a Single Audit in accordance with the Uniform Guidance and prepare the related federal information return (Form 990). Our fee for the financial statement audit and Single Audit will be \$55,000. Our fee for the federal information returns (Form 990) will be \$4,000. The audit fee is based on the assumption that we will test two major federal programs. We also included 6 hours of research and meetings directly related to ILTexas Global's affiliation with international agencies. Fees for years beyond 2018 will be based on changes within ILTexas and changes in market rates , which may result in a 2% to 3% increase annually.

These fees include all direct and indirect costs, including out-of-pocket expenses.

Our proposed fees are based on the following assumptions:

- The fee estimate does not include any audit procedures related to an international affiliate.
- The overall condition of your financial and account records is satisfactory.
- We will receive support from your accounting personnel necessary for the preparation of requested schedules and other supporting documentation before we commence fieldwork.
- There will not be a need for substantial research for any unforeseen technical issues or new accounting or auditing pronouncements in order for us to complete our audit.

Our fee estimate is a "not to exceed" commitment. Should any additional work be required or requested that exceeds our fee estimate, this work will only be performed if agreed-to by both our firm and ILTexas.

FEES (CONTINUED)

We recognize that it is our responsibility to maintain competitive fees that allow you to benefit from our experience while we continue to provide the high-quality, responsive service to which we are committed.

You may request that we perform additional services not addressed in this proposal. If this occurs, we will discuss with you the scope and fee structure of the additional services before commencing the additional services.

Our engagement fees will cover questions that you might have throughout the year that do not involve extensive research. If you have a question that requires extensive research, we will give you an estimated fee for the services up front.

We strive to keep our fees reasonable from year to year. We want our relationship with the International Leadership of Texas to be long-term and mutually beneficial.

LOST CLIENTS

We lose clients in the normal course of business but have not experienced any losses due to unresolved auditing or accounting matters. The following are some of our nonprofit clients lost in the past year:

- Austin Learning Academy - Federal funding fell below single audit threshold and board of directors and current funders no longer require an audit. Please contact Toni Williams, Executive Director (512) 657-9287.
- Lifenet Community Behavioral Health - The agency merged into Metrocare Dallas. We continue to provide tax services. Please contact Elizabeth Goodwin at egoodwin@ntbha.org or Kyle Munsen at kmusen@ntbha.org.

We have not lost any charter schools or education institutions in the last year.

CLIENT REFERENCES

SFC performs a single audit and provides tax services for all client references listed below. We encourage you to contact any or all of the following to discuss our ability to provide the highest quality services in a timely manner.

Mike Spurlock, Superintendent

UME PREPARATORY ACADEMY

3838 Spur 408

Dallas, TX 75236

(214) 445-6243

mike.spurlock@umeprep.org

James Dworkin, CFO

TRINITY BASIN PREPARTORY

400 S Zang Blvd

Dallas, TX 75208

(972) 318-9846

jdworkin@trinitybasin.net

Brenton White, Superintendent

A+ CHARTER SCHOOLS, INC.

8501 Bruton Road

Dallas, TX 75217

(214) 381-3226

brenton.white@aplus-cs.org

Glenn Baldwin, CFO

BIG THOUGHT

1409 S. Lamar Street, Suite 1015

Dallas, TX 75215

(214) 520-0023

glenn.baldwin@bigthought.org

Ginger Moeller, Director of Business Operations

ARLINGTON CLASSICS ACADEMY

5206. S. Bowen Road

Arlington, Texas 76017

(817) 987-1819 EXT 3004

gmoeller@acaedu.net

Judith Allen-Bazemore, CEO

COMMUNITIES IN SCHOOLS DALLAS REGION

1341 W. Mockingbird Lane, Suite 1000E

Dallas, TX 75247

(214) 827-0955

juditha@cisdallas.org

Paul Smith, Director of Accounting

SOUTHWESTERN ASSEMBLIES OF GOD UNIVERSITY

1200 Sycamore Street

Waxahachie, TX 75165

(972) 825-4663

psmith@sagu.edu

Paul Mignini, Director of Finance

The Selwyn School

2270 Cooper Canyon Road

Argyle, TX 76226

(940) 382-6771

pmignini@selwynschool.com

PROFESSIONAL EXPERIENCE

SFC has experience implementing all accounting standards. We also have experience consulting with clients regarding sponsorship revenue issues, advertising and other potentially unrelated business income, intermediate sanctions, and Internal Revenue Service (IRS) and Employee Retirement Income Security Act (ERISA) pension regulations.

Some of our not-for-profit clients include

- Dallas Arboretum
- Safehaven of Tarrant County
- Hatton Sumners Foundation
- Big Thought
- Southwestern Assemblies of God University
- Communities in Schools Dallas Region
- Boys & Girls Clubs of Arlington
- Housing Channel
- Harold Simmons Foundation
- Mission Metroplex
- Refugee Services of Texas
- National Breast Cancer Foundation
- City House
- Texas Society of CPA's
- Big Brothers Big Sisters Lone Star
- Network of Community Ministries, Inc.
- Clayton Childcare

OTHER SERVICES WE PROVIDE

Our extensive experience working with not-for-profit organizations has given us the ability to provide a wide variety of services to them. In addition to performing audit and tax services, we have extensive experience performing the following services for the not-for-profit sector:

- Single audits
- 403(b) and 401(k) audits
- Compilations
- Reviews
- Best practices consulting
- Board training and governance consulting
- Application for exempt status
- Internal control system consulting
- Unrelated business income tax consulting
- Chart of accounts set-up consulting
- Indirect cost allocation consulting
- Cost Reports

OTHER INFORMATION

Affiliations & Community Involvement

We believe in being good citizens both inside and outside the office. We participate in and volunteer our time to local causes, with the goal of giving back to our community and our profession.

Our firm is a member of the following professional organizations:

- An Independent Member of the BDO Alliance USA
- American Institute of Certified Public Accountants (AICPA)
- AICPA Governmental Audit Quality Center
- AICPA Employee Benefit Plan Audit Quality Center
- SEC Practice Section (SECPS) of the AICPA Division for Firms
- Private Companies Practice Section of the AICPA Division for Firms
- Dallas and Fort Worth Chapters of the Texas Society of Certified Public Accountants

In addition, our firm or its partners and staff are active in the following organizations:

- Arlington Chamber of Commerce (30 years)
- Dental Health for Arlington, Inc.
- Young Men for Arlington
- Leadership Arlington
- UTA Accounting Alumni Association
- The Rotary Club of Arlington
- YMCA of Arlington (Chairman's Roundtable Member)
- The Margarita Society of Arlington
- Arlington Chamber of Commerce Women's Alliance
- Rotary District 5790
- United Way of Tarrant County
- Levitt Pavilion Arlington
- Various Youth Sports, Fine Arts and Booster Club

AWARDS & RECOGNITION

SFC takes great pride in the quality of our work product. Our firm and its employees have been recognized by several independent organizations.





INTERNATIONAL LEADERSHIP OF TEXAS

March 19, 2018

Board of Directors
International Leadership of Texas

Dear Board Members:

Each Texas charter school is required to have an annual independent audit of the organization's financial records. The independent auditor works for the Board of Directors but works with the administration and financial team in order to conduct the audit and prepare the Annual Financial Report (AFR). Based on instructions from the Board, the administration sought proposals from three well-respected Dallas area audit firms to begin with the FY 2018 AFR. Two firms submitted proposals and participated in interviews with the IL Texas staff. Based on a review of the proposals, information gathered in the interviews, and reference checks, the administration recommends the Board select Sutton Frost as your independent auditor.

Following are some of the reasons for this recommendation:

- Professionalism of the staff and professional quality of the proposal.
- Three partners attended the interview and provided a well-rounded view of the capabilities of the firm. In addition, the interview team had copies of our FY 17 audit and asked questions of the administration related to that audit.
- The firm audited A+ Charter Schools while Dr. Seay was superintendent. He had a tremendous relationship with Sutton Frost personnel and positive working relationship.
- The firm has a positive working relationship with our financial Management Consultant Dynamic Support Solutions, Inc.
- Proposal cost was in line with expectations.
- Sutton Frost assured us they could perform the FY18 audit whether we changed fiscal year to end June 30 or August 31.

Sincerely,

Dr. Alan Seay
Chief Executive Officer

Ronald Kuehler
Interim Chief Financial Officer

Coversheet

DISCUSS AND ACT ON HIGH QUALITY CAMPUS DESIGNATION

Section: II. Board Action Items
Item: B. DISCUSS AND ACT ON HIGH QUALITY CAMPUS DESIGNATION
Purpose: Vote
Submitted by:
Related Material:
Fed Def of Charter for All Schools College Station K-5.pdf
2018-2019 Application for High -Quality Campu Designation 20180329 1621.pdf
Resolution -- High Quality Campus Designation 2018 03 29.pdf
CS K-5 Performance Obj.pdf
Expansion Approval Letter.pdf



INTERNATIONAL LEADERSHIP OF TEXAS

International Leadership of Texas College Station K-5 (057848030) meets the federal definition of a charter school as set forth in federal law because it is a public school that:

- (A) is exempt from significant State or local rules that inhibit the flexible operation and management of public schools, but not from any rules relating to the other requirements of this definition;
- (B) is created as a public school and operates under public supervision and direction;
- (C) operates in pursuit of a specific set of educational objectives determined by the school's developer and agreed to by the authorized public chartering agency including mastery of English, Spanish, and Mandarin Chinese;
- (D) provides elementary and secondary education;
- (E) is nonsectarian in its programs, admissions policies, employment practices, and all other operations, and is not affiliated with a sectarian school or religious institution;
- (F) does not charge tuition;
- (G) complies with the Age Discrimination Act of 1975, title VI of the Civil Rights Act of 1964, title IX of the Education Amendments of 1972, section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), section 444 of GEPA (20 U.S.C. 1232g) (commonly referred to as the "Family Educational Rights and Privacy Act of 1974"), and part B of the Individuals with Disabilities Education Act;
- (H) is a school to which parents choose to send their children, and that admits students on the basis of a lottery, consistent with section 4303(c)(3)(A) of the ESEA, if more students apply for admission than can be accommodated;
- (I) agrees to comply with the same Federal and State audit requirements as do other elementary schools and secondary schools in the State
- (J) meets all applicable Federal, State, and local health and safety requirements;
- (K) operates in accordance with State law;
- (L) has a written performance contract with the authorized public chartering agency in the State.

I, _____, CEO of International Leadership of Texas, certify that the above statement is true.

CEO, International Leadership of Texas

Date

2018-2019 Application for High-Quality Campus Designation

Texas Education Agency
Division of Charter School Administration

Phone: (512) 463-9575
Email: charteramendments@tea.texas.gov

Name of Charter: County-District Number:
 Name of Charter Holder: Requested Effective Date:

High-Quality Campus Designation

The High-Quality Campus Designation is a separate designation and must be paired with an expansion amendment. If approved by the commissioner, this designation permits a charter holder to replicate its high-quality educational program at a new charter school campus under an existing high-quality open-enrollment charter school pursuant to federal statute. Please see 19 TAC §100.1033(b)(13) for the criteria required to apply for a High-Quality Campus Designation Application.

The High-Quality Campus Designation Application is due to the Division of Charter School Administration by 5:00 p.m. April 2, 2018. All expansion amendment requests required to implement the high-quality campus must be submitted to the Division of Charter School Administration during the expansion amendment time frame of February 1 through April 2, 2018. Please submit all forms and documentation (including board resolution) to charteramendments@tea.texas.gov between February 1 and April 2, 2018.

Section I: ELIGIBILITY REQUIREMENTS (CHECK ALL THAT APPLY)

- ☒ 1. The charter holder provides a board resolution stating that the board supports the application for a high-quality campus designation and accepts the written performance agreement.
- ☐ 2. The charter holder meets all requirements applicable to an expansion amendment and has operated at least one charter school in Texas for a minimum of five consecutive years (not including the current 2017-2018 school year).
- ☒ 3. The charter holder has no charter campus that is currently identified for federal sanctions or interventions.
- ☒ 4. The charter is not under any sanction imposed by TEA authorized under TEC, Chapter 39; Chapter 97, Subchapter EE, relating to Accreditation Status, Standards, and Sanctions; or federal requirements.
- ☒ 5. The new high-quality campus will serve at least 100 students in its first year of operation.
- ☒ 6. The charter has been evaluated under the accountability rating system established in 19 TAC §97.1001 with at least 50% of its student population in grades assessed by the state accountability system, has an accreditation status of Accredited, as evaluated in 2016-2017 under the standard accountability procedures and received a district rating of "Met Standard," and received the highest or second highest district rating for at least two of the following years: 2016, 2015, 2014, or 2013, with all of the campuses operated under the charter also receiving the highest or second highest rating in the most recent accountability ratings.

For Internal Use Only

Amendment Numbers

Received Date

Due Date

Page 1 of 5

2018-2019 Application for High-Quality Campus Designation

Texas Education Agency
Division of Charter School Administration

Phone: (512) 463-9575
Email: charteramendments@tea.texas.gov

Section II: APPLICATION (Respond to the items below.) (Attach additional documents as necessary.)

1. State the address for the proposed high-quality campus.

1700 Graham Rd. College Station, TX 77845

2. State the grade levels to be served at the proposed high-quality campus.

Kindergarten, 1st, 2nd, 3rd, 4th, 5th grade

(It is important to be certain about the grade levels to be served at the proposed high-quality campus. The grade levels on this application must match the grade levels included in the competitive 2018-2019 Charter School Program High-Quality Expansion and Replication Grant, if submitted, or funding may be jeopardized.)

3. Will the new campus benefit from funding through a federal charter school grant awarded by any entity other than the Texas Education Agency? ☐ Yes ☒ No If yes, explain below.
(Be advised that a school benefiting from other federal charter school funding is not eligible for additional federal charter school funding through the 2018-2019 Charter School Program High-Quality Expansion and Replication Grant as outlined in the federal grant application documents.)

4. Describe in detail the existing educational model that will be replicated at the proposed high-quality campus.

The educational model replicated at ILTexas College Station K-5 is centered on the mission of the International Leadership of Texas (ILTexas) school district to prepare students for exceptional leadership roles in the international community by emphasizing servant leadership, mastery of the English, Spanish, and Chinese languages, and strength of mind, body and character. The curriculum used was established in the recognition that, as a major economic entity, Texas' top three countries of export are Mexico, Canada, and China. Furthermore, with China as the world's second largest economy, ILTexas believes it is critical for future generations to be prepared for life and work in an internationally connected world. ILTexas students are given the opportunity to learn English, Spanish, and Mandarin.

5. Explain how the proposed high-quality campus is separate and distinct from the existing charter school campus(es) established under the open-enrollment charter school with a separate facility and county-district-campus-number.

ILTexas College Station K-5 campus is separate and distinct from other ILTexas campuses. It is located approximately 200 miles from the ILTexas schools in Dallas/Fort Worth and approximately 100 miles from the ILTexas schools in the greater Houston area. The student population at ILTexas College Station K-5 will reflect the surrounding demographics of Bryan/College Station, Texas.

For Internal Use Only

Amendment Numbers

Received Date

Due Date

Page 2 of 5

2018-2019 Application for High-Quality Campus Designation

Texas Education Agency
Division of Charter School Administration

Phone: (512) 463-9575
Email: charteramendments@tea.texas.gov

6. Describe the lottery process to be used if the proposed high-quality campus is oversubscribed.

ILTexas College Station K-5 requires applicants to submit a completed application form during an established time frame in order to be considered for admission. Any person who lives within the geographic boundaries of the charter and who satisfies all other criteria for admission set by the ILTexas policy and state law is eligible to apply. Parents must submit an online application form (a paper application will be provided upon request) and submit it prior to the application deadline in order to participate in the lottery. An admissions lottery will be conducted if the total number

Section III: WRITTEN PERFORMANCE AGREEMENT (Please submit separately.)

Provide a written performance agreement that the proposed campus has with the charter holder explaining the following:

1. How the proposed campus meets the federal definition of a charter school as set forth in federal law;
2. The academic performance objectives to be met by students attending the proposed high-quality campus. (List and explain for each performance objective.)

NOTE: The academic performance objectives must be specific, realistic, and measurable. Use the following format with specific information included where there are parentheses:

By (DATE), (CERTAIN PERCENT) of (ALL STUDENTS or A SPECIFIC STUDENT GROUP or STUDENT GROUPS) will achieve (LEVEL OF PERFORMANCE) on the (SPECIFIC ASSESSMENT).

Section IV: CEO/SUPERINTENDENT ACKNOWLEDGEMENT

As the CEO/superintendent of the charter school, I understand that incomplete submissions may cause a delay in processing until all required documentation has been received by the Division of Charter School Administration.

(Contact the Division of Charter School Administration at charteramendments@tea.texas.gov to confirm the submission of proper documentation. Include the charter name and CDN in the subject line.)

Name of CEO/Superintendent

Phone Number

Email Address

Signature of CEO/Superintendent

Date

For Internal Use Only

Amendment Numbers

Received Date

Due Date

Page 3 of 5

**BOARD RESOLUTION
OF INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC.
SUPPORTING HIGH QUALITY CAMPUS DESIGNATION**

WHEREAS, the Board of Directors of International American Education Federation, Inc., is the charter holder of International Leadership of Texas (“ILTexas”); and

WHEREAS, the Texas Education Agency’s application form for High-Quality Campus Designation requires a resolution from the Board supporting the applications and accepting the written performance agreements for each campus making application; and,

WHEREAS, the Board previously approved a resolution authorizing administration to seek a waiver of the five-year requirement for designation as a High-Quality Campus from the Commissioner of Education (signed March 21, 2018 and attached hereto as **Exhibit B**);

WHEREAS, administration shortly after March 21, 2018 filed Waiver Request #44092 seeking said waiver (attached hereto as **Exhibit C**);

NOW, THEREFORE, the Board of Directors of International American Education Federation, Inc., charter holder of International Leadership of Texas, at a lawfully called meeting of the Board, held in compliance with the Texas Open Meetings Act, do hereby adopt the following Resolutions:

BE IT HEREBY RESOLVED THAT:

1. The Board supports the application for High-Quality Campus Designation and written performance agreements for the following ILTexas campuses:
 - a. IL Texas Orem K – 5
 - b. IL Texas Orem 6 – 8
 - c. IL Texas College Station K – 5
 - d. IL Texas College Station 6 – 8
 - e. IL Texas Windmill Lakes 9 – 12
 - f. IL Texas Lancaster 9 - 12
2. The 2018 – 19 Applications for High-Quality Campus Designation be submitted to the Texas Education Agency, attached hereto and made part of this Resolution 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. ON THIS, THE 29th DAY OF MARCH, 2018.

Directors voting in favor of the Resolution:

_____	_____
_____	_____
_____	_____

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 29, 2018, which Resolution is in full force and effect and has not been revoked or amended.

Secretary _____ / _____ / _____



INTERNATIONAL LEADERSHIP OF TEXAS

International Leadership of Texas College Station K-5 (057848030) Performance Objectives

1. By the end of the 2018-2019 school year, 100% of students at ILTexas College Station K-5 will meet or exceed the State average at the Meets Performance Level on the STAAR Reading assessment.
2. By the end of the 2018-2019 school year, 100% of students at ILTexas College Station K-5 will meet or exceed the State average at the Meets Performance Level on the STAAR Math assessment.
3. By the end of the 2018-2019 school year, 100% of students at ILTexas College Station K-5 will demonstrate a minimum of one level increase in Chinese and Spanish based on the American Council on the Teaching of Foreign Languages' (ACTFL) proficiency guidelines.



Texas Education Agency

Commissioner Mike Morath

1701 North Congress Avenue • Austin, Texas 78701-1494 • 512 463-9734 • 512 463-9838 FAX • tea.texas.gov

May 5, 2017

CDN: 057-848

Mr. Edward Conger
International Leadership of Texas
1820 N Glenville Drive, Suite 100
Richardson, Texas 75081

Dear Mr. Conger:

The commissioner has approved the following amendment request:

(117-17/1) INTERNATIONAL LEADERSHIP OF TEXAS to add Alvin ISD, Clear Creek ISD, Deer Park ISD, Friendswood ISD, Galveston ISD, La Porte ISD, Pearland ISD, Santa Fe ISD, and Texas City ISD to the charter's geographic boundary, effective July 1, 2017.

The commissioner has approved the following expansion amendment requests for Brazos County, specifically in the Bryan College Station area:

(028-17/1) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus to be located in the Brazos County area, specifically the Bryan College Station area, to serve students in kindergarten through grade five (5), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(028-17/2) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus to be located in the Brazos County area, specifically the Bryan College Station area, to serve students in kindergarten through grade five (5), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(028-17/3) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus to be located in the Brazos County area, specifically the Bryan College Station area, to serve students in grades six (6) through eight (8), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(028-17/4) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus to be located in the Brazos County area, specifically the Bryan College Station area, to serve students in grades six (6) through eight (8), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students; and

Mr. Edward Conger, Superintendent
International Leadership of Texas

(028-17/5) INTERNATIONAL LEADERSHIP OF TEXAS to add Bryan ISD and College Station ISD to the charter's geographic boundary, effective July 1, 2018.

If the charter holder fails to open any of the four (4) new campuses to be located in the Brazos County area, specifically in the Bryan College Station area, by the beginning of the 2018-2019 school year, the agency's approval of the campus will become null and void unless the charter holder submits a non-expansion amendment no later than August 1, 2018 with the Division of Charter School Administration requesting a one year postponement.

The commissioner has approved the following expansion amendment requests for Dallas County and Tarrant County:

(029-17/5) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus to be located in the Dallas County area, to serve students in grades nine (9) through twelve (12), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students; and

(029-17/6) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus to be located in the Tarrant County area, to serve students in grades nine (9) through twelve (12), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students.

If the charter holder fails to open any of the two (2) new campuses scheduled to open in the beginning of the 2018-2019 school year, to be located in the Dallas County area or the Tarrant County area, the agency's approval of the campus will become null and void unless the charter holder submits a non-expansion amendment no later than August 1, 2018 with the Division of Charter School Administration requesting a one year postponement.

The commissioner has approved the following expansion amendment requests for the Collin County area:

(029-17/1) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus to be located in the Collin County area, to serve students in kindergarten through grade five (5), effective July 1, 2019, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(029-17/2) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus to be located in the Collin County area, to serve students in kindergarten through grade five (5), effective July 1, 2019, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(029-17/3) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus to be located in the Collin County area, to serve students in grades six (6) through eight (8), effective July 1, 2019, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students; and

Mr. Edward Conger, Superintendent
International Leadership of Texas

(029-17/4) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus to be located in the Collin County area, to serve students in grades six (6) through eight (8), effective July 1, 2019, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students.

If the charter holder fails to open any the four (4) new campuses scheduled to open in Collin County area by August 1, 2019, the agency's approval of the campus is null and void without further recourse for postponement.

The commissioner has approved the following expansion amendment requests for the Harris County area:

(030-17/5) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Harris County area, to serve students in grades nine (9) through twelve (12), effective July 1, 2017, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

If the charter holder fails to open the new campus in the Harris County area, by the beginning of the 2017-2018 school year, the agency's approval of the campus will become null and void unless the charter holder submits a non-expansion amendment no later than August 1, 2017 with the Division of Charter School Administration requesting a one year postponement.

(030-17/2) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Harris County area, to serve students in kindergarten through grade five (5), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(030-17/4) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Harris County area, to serve students in grades six (6) through eight (8), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(030-17/6) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Harris County area, to serve students in grades nine (9) through twelve (12), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

If the charter holder fails to open any of the three (3) new campuses scheduled to open in the beginning of the 2018-2019 school year, to be located in the Harris County area, the agency's approval of the campus will become null and void unless the charter holder submits a non-expansion amendment no later than August 1, 2018 with the Division of Charter School Administration requesting a one year postponement.

(030-17/1) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Harris County area, to serve students in kindergarten through grade five (5), effective July 1, 2019, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

Mr. Edward Conger, Superintendent
International Leadership of Texas

(030-17/3) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Harris County area, to serve students in grades six (6) through eight (8), effective July 1, 2019, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

If the charter holder fails to open any the two (2) new campuses scheduled to open in Harris County area by August 1, 2019, the agency's approval of the campus is null and void without further recourse for postponement.

The commissioner has approved the following expansion amendment requests for the Bexar County area:

(031-17/1) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Bexar County area, to serve students in kindergarten through grade five (5), effective July 1, 2019, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(031-17/2) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Bexar County area, to serve students in kindergarten through grade five (5), effective July 1, 2019, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(031-17/3) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Bexar County area, to serve students in grades six (6) through eight (8), effective July 1, 2019, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(031-17/4) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Bexar County area, to serve students in grades six (6) through eight (8), effective July 1, 2019, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students; and

(031-17/5) INTERNATIONAL LEADERSHIP OF TEXAS to add Alamo Heights ISD, Comal ISD, East Central ISD, Edgewood ISD, Fort Sam Houston ISD, Harlandale ISD, Judson ISD, Lackland ISD, New Braunfels ISD, North East ISD, Northside ISD, Randolph Field ISD, San Antonio ISD, Somerset ISD, South San Antonio ISD, Southside ISD, and Southwest ISD to the charter's geographic boundary, effective July 1, 2018.

If the charter holder fails to open any the four (4) new campuses scheduled to open in the Bexar County area by August 1, 2019, the agency's approval of the campus is null and void without further recourse for postponement.

The commissioner has approved the following expansion amendment requests for the Waco area, specifically McLennan County:

(032-17/1) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Waco area, specifically McLennan County, to serve students in kindergarten through grade

Mr. Edward Conger, Superintendent
International Leadership of Texas

five (5), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(032-17/2) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Waco area, specifically McLennan County, to serve students in kindergarten through grade five (5), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(032-17/3) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Waco area, specifically McLennan County, to serve students grades six (6) through eight (8), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students;

(032-17/4) INTERNATIONAL LEADERSHIP OF TEXAS to add a campus in the Waco area, specifically McLennan County, to serve students grades six (6) through eight (8), effective July 1, 2018, provided an appropriate certificate of occupancy is submitted to the Division of Charter School Administration prior to serving students; and

(032-17/5) INTERNATIONAL LEADERSHIP OF TEXAS to Abbott ISD, Aquilla ISD, Axtell ISD, Blum ISD, Bosqueville ISD, Bruceville-Eddy ISD, Bynum ISD, China Spring ISD, Connally ISD, Covington ISD, Crawford ISD, Gholson ISD, Hallsburg ISD, Hillsboro ISD, Hubbard ISD, Itasca ISD, La Vega ISD, Lorena ISD, Malone ISD, Mart ISD, McGregor ISD, Midway ISD, Moody ISD, Mount Calm ISD, Penelope ISD, Riesel ISD, Robinson ISD, Waco ISD, West ISD, and Whitney ISD, to the charter's geographic boundary effective July 1, 2018.

If the charter holder fails to open any of the four (4) new campuses scheduled to open in the beginning of the 2018-2019 school year, to be located in the Waco area, specifically McLennan County, the agency's approval of the campus will become null and void unless the charter holder submits a non-expansion amendment no later than August 1, 2018 with the Division of Charter School Administration requesting a one year postponement.

If you have any questions, please contact Nina Gonzalez in the Division of Charter School Administration by phone at (512) 463-9575 or by email at nina.gonzalez@tea.texas.gov.

Sincerely,



Heather Mauzé, Director
Division of Charter School Administration

Coversheet

DISCUSS/ACT ON POSSIBLE NON-EXPANSION AMENDMENT FOR STUDENT-TEACHER RATIOS

Section: II. Board Action Items
Item: C. DISCUSS/ACT ON POSSIBLE NON-EXPANSION AMENDMENT FOR
STUDENT-TEACHER RATIOS
Purpose: Vote
Submitted by:
Related Material: Class Size -- Resolution Approving Amendment 20180329.pdf
2018.03.29 Non-ExpansionAmendmentRequestForm Class size.pdf
Class Size -- NEW CHARTER LANGUAGE 20180329.pdf

**BOARD RESOLUTION
AMENDING THE OPEN-ENROLLMENT CHARTER OF
INTERNATIONAL AMERICAN EDUCATION FEDERATION, INC.**

WHEREAS, the Board of Directors of International American Education Federation, Inc., charter holder of International Leadership of Texas (“ILTexas”), desires to modify by amendment, its Open-Enrollment Charter; and,

WHEREAS, 19 Texas Administrative Code § 100.1033(a) states that a Charter “may be revised with the consent of the charter holder by written amendment approved by the commissioner of education ...;” and,

WHEREAS, the current teacher student ratio of ILTexas is 1 to 20 in grades K - 2nd, 1 to 26 in grades 3rd – 8th, and 1 to 32 in grades 9th – 12th; and,

WHEREAS, the Board recognizes the Texas Education Agency has no class size restrictions for charter schools and currently has no class size restrictions for traditional public school in grades 5th – 12th; and,

WHEREAS, the Board wishes to clarify that teacher-student ratios pertain only to core, academic classes and non-core, non-academic classes, including but not limited to Physical Education, Athletics, and Fine Arts, are not subject to teacher to student ratios; and,

WHEREAS, and the Board wishes to allow the school maximum flexibility to make class size decisions that are in the best educational interest of its students, desires to eliminate charter language restricting class size for grades 6th – 12th; and,

WEREAS, the Board desires to authorize the Superintendent to waive the teacher-student ratio in grades K – 5th to accommodate siblings of current IL Texas students;

NOW, THEREFORE, the Board of Directors of International American Education Federation, Inc., charter holder of International Leadership of Texas, at a lawfully called meeting of the Board, held in compliance with the Texas Open Meetings Act, do hereby adopt the following Resolutions:

BE IT HEREBY RESOLVED THAT:

1. The open-enrollment charter of International American Education Federation, Inc., charter holder of International Leadership of Texas, be amended in conformity with this Resolution, clarifying that teacher student ratios are only for core, academic classes and do not pertain to non-core, non-academic classes, including but not limited to Physical Education, Athletics, and Fine Arts.
2. The open-enrollment charter of International American Education Federation, Inc., charter holder of International Leadership of Texas, be amended in conformity with this Resolution, be amended to eliminate language in the charter restricting class size for grades 6th – 12th.
3. The open enrollment charter of International American Education Federation, Inc., charter holder of International Leadership of Texas, be amended in conformity with this resolution, allowing the Superintendent to waive the teacher to student ratio in grades K – 5th grade to accommodate the enrollment of siblings of current IL Texas students.
4. The Non-Expansion Charter Amendment Request be submitted to the Texas Education Agency, per the Charter Amendment Form attached hereto and made part of this Resolution 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. ON THIS, THE ____ DAY OF _____ 2018.

Directors voting in favor of the Resolution:

_____	_____
_____	_____
_____	_____

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 _____, 2018, which Resolution is in full force and effect and has not been revoked or amended.

Secretary __/__/__

Non-Expansion Amendment Request Form

Texas Education Agency
Division of Charter School Administration

Phone: (512) 463-9575

Email: charteramendments@tea.texas.gov

Name of Charter:

County-District Number:

Name of Charter Holder:

Requested Effective Date:

Section I: Check the appropriate box for the Non-Expansion Amendment requested.

More than one box may be checked. *(Attach additional documents as required.) (Submit all program changes for review.)*

1. Charter District Address Change

Current:

New:

9. Close Campus

Reason:

Campus Number:

2. Relocation-Campus: Campus #

Current:

New:

10. Return of Charter

Reason:

3. Charter Name Change:

Current:

New:

11. Admissions Policy Revision*

Attach separate sheet with current and requested language changes.

4. Campus Name Change : Campus #

Current:

New:

12. Enrollment Policy Revision*

Attach separate sheet with current and requested language changes.

5. Charter Holder Name Change

Current:

New:

13. Articles of Incorporation Revision*

Attach separate sheet with current and requested language changes.

6. Management Company Addition/Change**

Current:

Change:

14. By-Laws Revision*

Attach separate sheet with current and requested language changes.

7. Educational Services Addition/Change

Current:

Change:

15. Fiscal Revision*

Current:

Change:

8. Curricular Addition/Change

Current:

Change:

16 Other:

Continued on next page

For Internal Use Only

Amendment Numbers

Received Date

Due Date

Page 1

Non-Expansion Amendment Request Form

Texas Education Agency
Division of Charter School Administration

Phone: (512) 463-9575

Email: charteramendments@tea.texas.gov

Section II: Justification for Non-Expansion Amendment Request:

In the space below, please state justification for the non-expansion amendment requested.

Section III: Non-Expansion Amendment Request Form Checklist:

1. Charter Holder Board Resolution—A written resolution adopted by the governing body of the charter holder, with printed names and signatures, demonstrating that a **quorum** of the members voted in favor of amending the charter. The names should match information on the most recent Annual Governance Reporting Forms submitted to TEA. Otherwise, documentation explaining any differences must be included.

(If multiple amendment requests are being made, include all board resolutions together.)

2. Charter language changes—The text and page numbers, or photocopies of the charter language to be changed, and the text proposed as the new charter language must be submitted with changes clearly marked, if applicable.*

3. Management company—A copy of the contract must be submitted if the request is to enter into or change a management company contract, if applicable.**

Section IV: CEO/Superintendent acknowledgement, signature, and current contact information:

As the CEO/Superintendent of the charter school, I understand that incomplete submissions may cause a delay in processing until all required documentation has been received by the Division of Charter School Administration.

(Contact the Division of Charter School Administration at charteramendments@tea.texas.gov to confirm the submission of proper documentation. Include the charter name and CDN in the subject line.)

Name of CEO/Superintendent

Phone Number

Email Address

Signature of CEO/Superintendent

Date

For Internal Use Only

Amendment Numbers

Received Date

Due Date

Page 2

CURRENT CHARTER LANGUAGE

International Leadership of Texas will provide students the most effective classroom arrangement fiscally possible. International Leadership of Texas will have a 1 to 20 teacher student ratio in grades K-2nd, 1 to 26 in grades 3rd – 8th, and 1 to 32 in grades 9th – 12th, the teacher to student ration for 9th – 12th includes up to eight foreign exchange student from China in each of the classes (24+ American students with up to 8 Chinese students for a total of 32 students in each class).

NEW CHARTER LANGUAGE

International Leadership of Texas will provide students the most effective classroom arrangement fiscally possible. International Leadership of Texas will have a 1 to 20 teacher student ratio in core, academic classes for grades K - 2nd and 1 to 26 in grades 3rd – 5th. The Superintendent may approve larger class sizes for non-academic courses, including but not limited to, Physical Education, Athletics, and Fine Arts. In addition, the Superintendent may waive class size requirements for grades K – 5 to accommodate siblings of students currently enrolled in IL Texas.