

**Texas Council of International Studies (TCIS)  
Board  
Virtual Board Meeting  
November 16, 2020**

**Presiding**

Karen Phillips

**Members Present**

Dr. Dolph Briscoe  
Ms. Karen Phillips  
Mr. Walter Sorensen  
Dr. Bill Thomas  
Mr. Ted Williams

**Legal Counsel Present**

Janet Bubert

**Staff Members Present**

Ms. Margaret Davis, Chief Executive Officer

**Others Present**

Linda Buie, Secretary of the TCIS Board

**Meeting Called to Order**

- Board President, Karen Phillips, called the meeting to order at 2:03 p.m. and established a quorum. Phillips established the quorum with a roll call.

**Recognitions**

- Karen Phillips recognized the TCIS counsel, Janet Bubert.
- Phillips also introduced TCIS Board Consultants
  - Dr. Courtney Gober, TCIS San Antonio ISD Liaison
  - Mr. Doyle Vogler, Director of Business Operations
  - Ms. D'Les Gonzales, San Antonio Director
  - Ms. Leah Trainham, Coordinator of Curriculum and Instruction
  - Ms. Gina Vera, Marketing
  - Ms. Georgia Mayo, Web Design
  - Mr. Jacob Nararrete, Blogger
  - Ms. Lindsay Bruehl, Bookkeeper

**Public Form**

No comments were submitted to the TCIS Board.

**Closed Session**

The Board convened in closed session at 2:06 p.m.

## **Open Session**

The Board reconvened in open session at 2:52 p.m.

## **Action Items (Consent Agenda)**

- Approval of the Action Items (Consent Agenda)
  - Approve TCIS Board minutes of September 29, 2020
  - Approve TCIS budget report for September 2020
  - Approve TCIS budget report for August 2020

Dr. Dolph Briscoe made the motion to approve the Action Items on the consent agenda, and Mr. Walter Sorensen seconded the motion.

Motion passed unanimously.

## **Approval Action Items**

- Approve resolution to approve the TCIS Whistleblower Policy
  - Written by attorney, Janet Bubert
  - Required policy for audit

Dr. Bill Thomas moved to pass the resolution to accept the TCIS Whistleblower Policy, and Mr. Walter Sorensen seconded the motion.

Motion passed unanimously.

- Approve resolution to approve the TCIS Document Retention Policy
  - Based on regulations documents have different retention requirements
  - Schools and non-profit organizations

Mr. Walter Sorensen moved to pass the resolution for TCIS Document Retention Policy, and Mr. Ted Williams seconded the motion.

Motion passed unanimously.

- Approve resolution to approve the TCIS application for Edgewood ISD.
  - Two schools in Edgewood: both single gender schools
  - Both will be IB authorized schools.
  - Both PYP and MYP Programmes
  - Two-way dual language schools
  - Las Palmas—Leadership school for girls
  - Royce Cisneros—Leadership school for boys

Dr. D. B. Briscoe made the motion to accept the resolution to approve the Edgewood ISD, and Mr. Ted Williams seconded the motion.

Motion passed unanimously.

- Approve resolution to authorize TCIS CEO to enter the ancillary agreements consistent with and as may be necessary to implement the terms of the Partnership Agreement between TCIS and Longview ISD.
  - Agreements to fulfill the partnerships.

Dr. Bill Thomas made the motion to authorize the TCIS CEO to enter into ancillary agreements, and Dr. D. B. Briscoe seconded the motion.

Motion passed unanimously.

### Information and Discussion Items

- Longview ISD Partnership Presentation from Hudson Pep Elementary School
  - Planned Enrichment Program
  - United family
  - Art, Music, Steam Lab, gifted/Talented, strings program, art, physical education
  - Service project based on the book, *A Long Walk to Water* by Linda Sue Park
    - Students read book in the fifth grade
    - Students are raising money to place a water well in Africa
  
- San Antonio ISD Partnership Presentation from Woodlawn Academy
  - Students kindergarten through the 8<sup>th</sup> grade
  - PLC discussion—how do we know that students are learning?
  - Compiled observations from science, math, etc.
  - Understand, plan, solve, connect
  - Multimodal advertisements
  - Daily warmups—scaffold priority TEKS
  - GOOGLE slide—lines of investigation for IB
  - Journaling in science/main idea/sticky notes
  - Reaction to a poem and global context
  - Bar graphs and timelines
  - Student/teacher whiteboards
  - PYP Spanish—multimodal verbs
  - MYP Electives—KWL
  - Share and shine
  
- San Antonio Partnership Update
  - Working on enrollment in San Antonio
  - Attendance about 25% face-to-face
  - COVID gaps are being addressed. Identifying students with the highest amount of need and developing campus support plans. Saturday tutorial in the parking lot
  
- Longview Partnership Update
  - Enrollment—Schools exceed projections by 100 students. This will provide more funding for students.
  - Charter School Start-Up Grants: 5 of 6 TCIS schools have from \$450,000 to \$800,000 per school.
  - Local Advisory Council: The purpose of of the local council is to highlight the fidelity of implementation of the IB at our schools.
  
- TCIS Curriculum and Instruction Update
  - TCIS Leadership is meeting monthly with the Heads of Schools in San Antonio and Longview.
  - TCIS Coordinator of Curriculum and Instruction is providing professional development sessions for campuses and individuals.
  - TCIS is providing consultants and materials directly to the campuses.
  - TCIS Director of Schools has been developing Targeted Improvement Plans with Heads of Schools and their leadership teams.

- TEA Update
  - TCIS Asynchronous Plans Approved
  
- TCIS Marketing Update
  - San Antonio
    - ✓ distribution of door hangers
    - ✓ Commercials to be aired on Spectrum
    - ✓ Banners to run on the Internet
    - ✓ Advertisements in Our Kids magazine
  
  - Longview:
    - ✓ Advertisement
    - ✓ Segments on the Longview ISD radio show delivered in Spanish
    - ✓ Articles in the digital and print version of the Longview Voice.
  
- TICS Website Update
  - A major update of the website is in development to move to a look on the homepage.
  - Goal is to have it ready early next year.

**Next Scheduled Board Meeting**

The next Board meeting for Texas Council of International Studies will be held on March 29 and March 30, 2021.

Ms. Karen Phillips adjourned the meeting at 4:03 p.m.

*Linda Buie*

*November 16, 2020*

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Linda Buie, TCIS Board Secretary

**RESOLUTION  
OF THE BOARD OF DIRECTORS OF  
TEXAS COUNCIL FOR INTERNATIONAL STUDIES, INC.**

November 16, 2020

The undersigned, constituting all of the Board of Directors of Texas Council for International Studies, Inc., a Texas non-profit corporation (the "Corporation"), approved by the Secretary of State of the State of Texas and on file with the Secretary of State and the Corporation, hereby affirm compliance with Texas Open Meetings Act regulations, adopt the following resolutions, effective as of November 16, 2020.

WHEREAS, Texas Council for International Studies ("TCIS") requires all employees and representatives to observe the highest standards of business and personal ethics in the conduct of their duties and responsibilities while complying with all applicable laws and regulations; and

WHEREAS, TCIS seeks to establish a working environment where all employees and representatives are encouraged to report concerns about suspected violations of policy or violations of law or regulations without fear of retaliation; and

WHEREAS, TCIS seeks to adopt a policy to establish a procedure for the confidential reporting and handling of suspected violations; and

WHEREAS, Dr. Bill Thomas moved to approve the TCIS Whistleblower Policy presented to the Board, and Mr. Walter Sorensen seconded Dr. Thomas's motion; and

WHEREAS, the Board of Directors of TCIS, having considered such motion and corresponding second, approved the adoption of the TCIS Whistleblower Policy as presented by unanimous vote.

THEREFORE, on the approval of such motion and corresponding second of such motion, the Board of Directors hereby approves and adopts the TCIS Whistleblower Policy.

EXECUTED EFFECTIVE as of the date first above written.



Linda Buie, Secretary to the Board

**RESOLUTION  
OF THE BOARD OF DIRECTORS OF  
TEXAS COUNCIL FOR INTERNATIONAL STUDIES, INC.**

November 16, 2020

The undersigned, constituting all of the Board of Directors of Texas Council for International Studies, Inc., a Texas non-profit corporation (the "Corporation"), approved by the Secretary of State of the State of Texas and on file with the Secretary of State and the Corporation, hereby affirm compliance with Texas Open Meetings Act regulations, adopt the following resolutions, effective as of November 16, 2020.

WHEREAS, Texas Council for International Studies ("TCIS") desires to ensure that its records and documents are protected, maintained and destroyed in a manner that is consistent with legal requirements and the principals of good governance; and

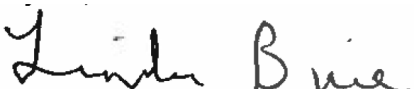
WHEREAS, TCIS seeks to adopt a policy that will establish a retention schedule for all of records and documents, and assign responsibility for implementing processes and procedures to ensure the policy is followed; and

WHEREAS, Mr. Walter Sorensen moved to approve the TCIS Record Retention and Destruction Policy presented to the Board, and Mr. Ted Williams seconded Mr. Sorensen's motion; and

WHEREAS, the Board of Directors of TCIS, having considered such motion and corresponding second, approved the adoption of the TCIS Record Retention and Destruction Policy as presented by unanimous vote.

THEREFORE, on the approval of such motion and corresponding second of such motion, the Board of Directors hereby approves and adopts the TCIS Record Retention and Destruction Policy.

EXECUTED EFFECTIVE as of the date first above written.



Linda Buie, Secretary to the Board

**RESOLUTION  
OF THE BOARD OF DIRECTORS OF  
TEXAS COUNCIL FOR INTERNATIONAL STUDIES, INC.**

November 16, 2020

The undersigned, constituting all of the Board of Directors of Texas Council for International Studies, Inc., a Texas non-profit corporation (the "Corporation"), approved by the Secretary of State of the State of Texas and on file with the Secretary of State and the Corporation, hereby affirm compliance with Texas Open Meetings Act regulations, adopt the following resolutions, effective as of November 16, 2020.

WHEREAS, Texas Council for International Studies ("TCIS") seeks to provide access to an International Baccalaureate® (IB) education for students exclusive of their economic resources or geographic location; and

WHEREAS, TCIS seeks to achieve its mission of expanding access to an IB education through 1882 partnerships with Texas public school districts; and


WHEREAS, Edgewood Independent School District (EISD) is interested in accepting applications for 1882 partnerships, and TCIS desires to submit an 1882 partnership application to EISD; and

WHEREAS, Dr. Dolph Briscoe IV moved to approve submission of the 1882 partnership application to EISD, and Mr. Ted Williams seconded Dr. Briscoe's motion; and

WHEREAS, the Board of Directors of TCIS, having considered such motion and corresponding second, approves the submission of the 1882 partnership application to EISD as submitted by an unanimous vote;

THEREFORE, on the approval of such motion and corresponding second of such motion, the Board of Directors hereby approves the submission of the 1882 partnership application to EISD.

EXECUTED EFFECTIVE as of the date first above written.



Linda Buie, Secretary to the Board

**RESOLUTION  
OF THE BOARD OF DIRECTORS OF  
TEXAS COUNCIL FOR INTERNATIONAL STUDIES, INC.**

November 16, 2020

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WHEREAS, Texas Council for International Studies (“TCIS”) seeks to provide access to an International Baccalaureate® (IB) education for students exclusive of their economic resources or geographic location; and

WHEREAS, TCIS seeks to achieve its mission of expanding access to an IB education through 1882 partnerships with Texas public school districts; and

WHEREAS, TCIS and Longview Independent School District (LISD) entered into an agreement for an 1882 partnership for TCIS to operate certain LISD campuses; and

WHEREAS, the performance agreement as amended, restated, and approved by the Texas Education Agency (“TEA”) references additional ancillary agreements necessary to fully implement the terms of the performance agreement; and

WHEREAS, Dr. Bill Thomas moved to approve authorizing the TCIS Chief Executive Officer (“CEO”) to enter into such ancillary agreements consistent with and as may be necessary to implement the terms of the amended and restated performance agreement approved by TEA, and Dr. Dolph Briscoe IV seconded Dr. Thomas’s motion; and

WHEREAS, the Board of Directors of TCIS, having considered such motion and corresponding second, authorizes the TCIS CEO to enter into such ancillary agreements consistent with and as may be necessary to implement the terms of the amended and restated performance agreement approved by TEA, by unanimous vote.



THEREFORE, on the approval of such motion and corresponding second of such motion, the Board of Directors hereby authorizes the TCIS CEO to enter into such ancillary agreements consistent with and as may be necessary to implement the terms of the amended and restated performance agreement approved by TEA.

EXECUTED EFFECTIVE as of the date first above written.

A handwritten signature in black ink that reads "Linda Buie". The signature is written in a cursive style with a large initial "L" and "B".

Linda Buie, Secretary to the Board