

**Texas Council of International Studies (TCIS)
Board Meeting
November 18, 2019
Live Oak Room
Hyatt Regency Riverwalk
San Antonio, Texas**

Presiding

Karen Phillips

Members Present

Dr. Dolph Briscoe
Ms. Linda Buie
Ms. Karen Phillips
Mr. Walter Sorensen
Dr. Bill Thomas

Recording of Chief Executive Officer Present

Karen Phillips recorded that Margaret Davis, the Chief Executive Officer, was present for the meeting.

Recognitions

Karen Phillips introduced the TCIS Counsel: Mr. Judd Pritchard and Mr. Ben Barlowe.

Staff Members Present

Dr. Courtney Gober, Assistant Superintendent of San Antonio IB Schools
Ms. D'Les Herron, IB Leadership Instructional Senior Advisor
Ms. Penny Tschirhart, Assistant Director for IB Schools
Ms. Gina Vera, Special Projects Coordinator
Mr. Miguel Elizondo, Principal of Burbank High School
Mr. Ralf Halderman, Principal of Jefferson High School
Dr. Carol Velazquez, Principal of Harris High School
Ms. Jennifer Emerson, Principal of Briscoe Elementary School
Ms. Linda Rios-Garcia, Principal of Huppertz Elementary School
Ms. Karen Rose, Principal of Woodlawn Academy
Ms. Martha Martinez-Silva, Principal of Woodlawn Hills Elementary School

Meeting Called to Order

1. Board President, Karen Phillips, called the meeting to order at 7:01 p.m. and established a quorum.
2. Karen Phillips introduced each Board member and gave a brief biography.
3. Phillips introduced the San Antonio ISD Partnership Leaders

Public Forum

No speakers were present for the public forum

Information and Discussion Items

- Margaret Davis delineated the history of the 1882 Partnership
 - Spring 2018—What?
 - Meeting of Mr. Martinez, San Antonio ISD Superintendent and SAISD Leadership
 - Hiring of SAISD Assistant Superintendent of IB Schools
 - Fall 2018—Why?
 - Investigation of 1882 partnerships
 - Decision to create new 501(c)(3) and identification of Board members
 - Identification of attorney and CPA with expertise in 501 (c)(3) organizations
 - Campuses began discussion with faculty and staff
 - Campuses began to write charters and canvass community
 - January 2019—How?
 - Phone interview with Judd Pritchard for TCIS attorney and Jennifer Hill for TCIS CPA
 - Identification of TCIS Board members
 - Campuses submitted first draft of Charter Applications

- Davis provided background on the four IB International Baccalaureate Programs:
 - Nonprofit Educational Foundation with 4 programmes
 - Primary Years Programme (3 years old to 5th grade)
 - Middle Years Programme (6th grade to 10th grade)
 - Diploma Programme (11th grade and 12th grade)
 - Career Related Program

 - Operations of the International Baccalaureate
 - IB authorizes individual schools
 - IB programmes and courses updated on approximately 7-year cycle
 - IB recognizes Texas IB Schools

- Dr. Courtney Gober introduced the schools that have become in-district charters:
 - Luther Burbank High School
 - Joel C. Harris Middle School
 - Andrew Briscoe Elementary School
 - Thomas Jefferson High School
 - Fenwick Academy
 - Woodlawn Academy
 - Longfellow Middle School

- Huppertz Elementary School
- Woodlawn Hills Elementary School

- Dr. Gober defined in-district 1882 partner charter school
 - Charter schools vs. traditional public schools
 - In-district charters vs. charters
 - 1882 in-district charters

- Dr. Gober outlined the in-district charter requirements
 - 67% approval of staff
 - 67% approval of parents (50% + 1 for high schools)
 - Development of charter (purpose/focus, autonomies, governance, and partnerships)
 - Identify partner (TCIS) with common vision/goals
 - School Board and TEA approval

- Dr. Courtney Gober discussed the management agreement, outlining the roles of San Antonio ISD and Texas Council of International Studies

- Dr. Gober discussed the campus autonomies:
 - Curriculum and assessment
 - Grade reporting and placement
 - Lesson plans
 - Schedule and calendar
 - Teacher conference periods
 - Work hours
 - Budgets
 - Staff development
 - Hiring and recruitment

- Dr. Courtney Gober analyzed campus directives
 - Written expectations (roles and responsibilities) of administrative team members
 - Written protocol and schedules of collaboration teams (PLCs)-expected to meet at least once per week
 - Minimum of 30 instructional snapshots per week
 - Require all teachers to unit/lesson plan
 - Establish data notebooks/data walls on each campus
 - Communication
 - Weekly communication for parents/ families
 - Weekly communication for staff

- Dr. Gober discussed HB3 and 2020-2021 calendar
 - Allows for 30 extra schools days paid for by state

- Optional summer programming
 - Intercessional calendar
 - Full year redesign
- Dr. Gober delineated the Board binder and the TCIS website
 - Explained each section and supporting documents
 - Accountability system for public schools
 - Determining the budget for each campus
- Ms. Gina Vera, Special Projects Coordinator, presented the marketing efforts for the TCIS schools
 - Letters to prospective students
 - Back-to-school events
 - Magazine advertisement
 - print
 - social media
 - online
 - Movie theater promotion
 - Partnership with the military—seeking to establish a military hub
 - In-school efforts
 - IB FAQ flip book
 - Customer service flip book
 - Alignment of campus entry ways
 - Be our guest and IB 101 training for staff
- Ms. D’Les Herron outlined the San Antonio ISD IB Department
 - Dr. Gober—sets expectations
 - Penny Tschairhart—ensures fidelity the IB Programme
 - D’Les Herron—focuses on instruction with coaches and support team
 - Gina Vera—recruits for the programmes
- 1st Annual TCIS Conference
 - 1 ½ day of choice professional development
 - 650+ faculty and staff attended
 - 91 presenters (teachers and district staff)
 - Over 200 different learning sessions offered
- IB Bowl between Jefferson and Burbank
- Upcoming Special Events
 - Principal and administration winter sponsorship
 - IB World Cup—Burbank and Jefferson
- End of the Year Events

- Graduation Dates, May 29, 2020—Burbank and Jefferson
- TCIS End of Year Celebration—June 12
- IB National Conference—Toronto

4. Consent Agenda

Linda Buie moved, and Bill Thomas seconded the motion. Motion passed unanimously.

5. Action Ideas

- Approval of TCIS Operating Budget
 - Dr. Dolph Briscoe moved, and Mr. Walter Sorensen seconded. Motion carried unanimously.
- Approval of TCIS Fiscal Year—July 1—June 30
 - Ms. Linda Buie moved, and Dr. Bill Thomas seconded. Motion passed unanimously.
- Approval of 2019-2020 Marketing Campaign
 - Dr. Bill Thomas moved, and Dr. Dolph Briscoe seconded. Motion passed unanimously.
- Approval of Sponsorship of 2020 World Cup
 - Ms. Linda Buie moved, and Mr. Walter Sorensen seconded. Motion passed unanimously.
- Approval of Contract for CEO and issue back pay and pay in a lump sum
 - Dr. Bill Thomas moved, and Dr. Dolph Briscoe seconded.

6. Meeting adjourned at 9:28 p.m.