

**Texas Council of International Studies (TCIS)**

**Board Meeting**

**August 2, 2022**

**Alcuin School**

**Presiding**

Karen Phillips

**Members Present**

Ms. Karen Phillips

Mr. Walter Sorensen

Mr. Ted Williams

**Members Absent**

Linda Buie, Secretary of the TCIS Board

**Legal Counsel Present**

Ms. Janet Bubert

**Staff Members Present**

Ms. Margaret Davis, Chief Executive Officer

Dr. Courtney Gober, TCIS San Antonio Liaison

Ms. Leah Trainham, Coordinator of Curriculum and Instruction

**Other**

Ms. Leah Trainham, Stand in for Secretary of the TCIS Board

**Meeting Called to Order**

- Board President, Karen Phillips, called the meeting to order at 1:40pm and established a quorum. Phillips established the quorum with a roll call.

## Recognitions

- Dr. Courtney Gober, TCIS San Antonio Liaison
- Mr. John Wink, Longview Executive Director
- Ms. D'Les Gonzales, San Antonio Director
- Ms. Leah Trainham, Coordinator of Curriculum and Instruction
- Mr. Doyle Vogler, Consultant for Business Services
- Ms. Karen Rose, School Leadership
- Ms. Lindsay Bruehl, Bookkeeper
- Ms. Georgia Mayo, Web Design
- Ms. Sharon Kotarski, Administrative Support
- Ms. Janet Bubert, Board Counsel

## Public Forum

No comments sent to the TCIS Board

## Action Items (Consent Agenda)

- Approval of the Action Items (Consent Agenda)
  - Approve finance report for June 2022
  - Approve revised 2022-2023 calendar for Edgewood ISD partnership schools
  - Approve revised 2022-2023 calendar for San Antonio ISD partnership schools
- Mr. Walter Sorenson made the motion to approve the Action Items on the consent agenda, and Mr. Ted Williams seconded the motion.
- Motion passed unanimously.

## Approval Action Items

- Elect a director to fill the vacancy occurring on the TCIS Board of Directors resulting from the resignation of Dr. Dolph Briscoe IV for a term that expires in April 2024
  - Ms. Karen Phillips nominated Dr. Todd Kettler to fill the vacancy.
  - Mr. Walter Sorenson made the motion to vote for Dr. Todd Kettler to fill the vacancy.
  - Ms. Margaret Davis provided the bio and curriculum vitae for Dr. Kettler.
  - Ms. Karen Phillips called for vote to elect Dr. Todd Kettler to TCIS Board of Directors.
  - Motion passed unanimously.
- Elect a director to fill the vacancy occurring on the TCIS Board of Directors resulting from the resignation of Dr. Bill Thomas for a term that expires in April 2024.
  - Ms. Karen Phillips calls for a nomination to fill second vacancy on TCIS Board of directors for Dr. Bill Thomas.
  - No Nomination currently.

- Consider resolution to approve submission of an application for a partnership with Ector County ISD
  - Ms. Karen Phillips calls for a motion to consider the resolution.
  - Mr. Ted Williams moves to accept application.
  - Mr. Walter Sorensen seconds motion.
  - Ms. Margaret Davis recognizes Dr. Courtney Gober for his work on the application.
  - Ms. Karen Phillips called for vote to approve submission of application for partnership with Ector County ISD.
  - Motion passed unanimously.
- Consider resolution to approve renewal applications for TCIS to continue to operate in-district charters within San Antonio ISD for the following campuses: Burbank High School, Thomas Jefferson High School, Harris Middle School, Fenwick Academy, Woodlawn Academy, Briscoe Elementary School, Huppertz Elementary School, and Woodlawn Hills Elementary School.
  - Ms. Karen Phillips calls for a motion to approve renewal applications for SAISD campuses.
  - Mr. Walter Sorenson moves to approve applications.
  - Mr. Ted Williams seconds motion.
  - Motion passes unanimously.
- Board takes a 5-minute break at 2:24pm
- Board reconvenes at 2:29pm
- Consider approval of TCIS Organizational Chart
  - Ms. Karen Phillips calls for a motion to approve TCIS Organizational Chart
  - Mr. Walter Sorenson moves to approve Organizational Chart
  - Mr. Ted Williams seconds motion
  - Motion passes unanimously
- Consider approval of TCIS use of unified budget codes beginning with fiscal year 2022.
  - Ms. Karen Phillips calls for motion to approve use of unified budget codes
  - Mr. Ted Williams moves to approve use of budget codes
  - Mr. Walter Sorenson seconds motion
  - Motion passes unanimously
- Consider approval of policy for distribution of TCIS funds should the nonprofit cease operations.
  - Discussion of considering a policy.
  - No proposed policy language for review.
- Consider approval of TCIS budget framework for fiscal year 2022-2023.
  - Ms. Karen Phillips calls for motion to approve TCIS Budget Framework
  - Mr. Ted Williams moves to approve motion
  - Mr. Walter Sorenson seconds motion
  - Motion passes unanimously

### Additional Items

- Ms. Karen Phillips asks if there are additional announcements or discussions.

- Ms. Margaret Davis requests to show video from last Board meeting.
- Video shown

The next Board meeting will be held in November 2022.

Ms. Karen Phillips adjourned the meeting at 2:59pm.

These minutes of the August 2, 2022 meeting of the Texas Council of International Studies Board of Directors were approved on November 28, 2022

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Leah E. Trainham, Board Secretary

Texas Council for International Studies

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

August 2, 2022

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 the Texas Open Meetings Act and adopt the following resolutions, effective as of August 2, 2022.

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 partnerships with Texas public school districts as authorized by Senate Bill 1882 and the Texas Education Code; and

WHEREAS, TCIS desires to submit the partnership application attached hereto as Exhibit A to the Ector County Independent School District (ECISD); and

WHEREAS, \_\_\_\_\_ moved to approve submission of the attached partnership application to ECISD, and \_\_\_\_\_ seconded \_\_\_\_\_’s motion; and

WHEREAS, the TCIS Board of Directors, having considered such motion and corresponding second, approved submission of the attached partnership application to ECISD;

THEREFORE, on the approval of such motion and corresponding second of such motion, the TCIS Board

of Directors hereby approves submission of the attached partnership application to ECISD.

EXECUTED EFFECTIVE as of the date first above written.

\_\_\_\_\_  
\_\_\_\_\_, Secretary to the Board

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

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