Texas Council for International Studies (TCIS)

Board Meeting

June 3, 2026

6144 Churchill Way
Dallas, TX 75230

Presiding

Ms. Karen Phillips

Director's Present

Mr. Jacob Navarrete – in person

Dr. Carol Velazquez – virtual

Mr. Kile Brown – in person

Ms. Karen Phillips – in person

Staff Members Present

Ms. Margaret Davis, Chief Executive Officer – in person

Ms. Melanie Hamilton, Longview Chief of Schools - virtual

Mr. Kevin Hilliard, Austin Chief of Schools – virtual

1. Meeting called to order at 5:01 p.m.
2. Board President, Karen Phillips, established a quorum with a roll call.
3. Chief Executive Officer, Margaret Davis, was recognized as in attendance.
4. Board Secretary is absent. TCIS Attorney will take minutes.
5. **Public Forum**
    - No requests were received for public comment.

* **Executive Session (Agenda Item 9 was taken out of order)**

- The Board convened into executive session at 5:03 p.m. under the authority granted by Texas Government Code Section 551.074 to conduct annual appraisals and employment review for Chief of Schools Longview and Chief of Schools Austin.

- The Board reconvened in open session at 7:11 p.m.

* **Action Items from Executive Session**

- There is no action as a result of the closed session.

6. Information Items

a. Information on Head of School pilot for Clarence W. Bailey Elementary School.

- CEO, Margaret Davis, provided an update on Longview ISD's request to assign an Executive Principal to oversee two campuses, Clarence W. Bailey Elementary and Bramlette Elementary (operated by ETAA). The personnel expense will be split 50/50 between TCIS and ETAA. Ms. Davis will collaborate with Longview ISD Chief of Schools regarding the use of additional funds resulting from the cost split.

b. Update on Austin principals for 2026-2027.

- All three principals have been hired for the 2026-2027 school year. This is a significant improvement from last year, when there were none in place until August. The positions were posted both internally and externally. Forty applications were received, 14 interviews were conducted, and 7 applicants were advanced for consideration by the campus improvement committee and faculty members.

c. Information on the reading of the Declaration of Independence on May 21, 2026, by all TCIS schools.

- Fourth-grade students from all TCIS schools, along with the Bryker Woods Elementary in Austin ISD, participated in the reading of the Declaration of Independence on May 21, 2026. Staff is currently compiling videos to share. Shirts and stickers were given to each student who participated. Students at Woodlawn Hills Elementary in San Antonio dressed in costumes and presented an interactive performance.

d. Update on Summer Boost grant and program for TCIS San Antonio area campuses.

- Summer Boost kicked off on Monday, June 1, 2026. Dr. Webber facilitated receipt of the grant in the amount of $1,120,000. TCIS has received 70% of the award so far. Additional funds will be based on attendance, which is expected to be 77%. This year, the campuses are developing their own themes and conducting drawings for attendance incentives for both students and parents.

e. Update on STAAR preliminary results

- Reviews of preliminary results show all high schools have improved or maintained their accountability rating. Elementary schools are seeing growth, but results are very preliminary.

7. Consent Agenda

a. Consider approval of minutes for Board of Directors meeting on March 30, 2026.

b. Consider approval of TCIS Organization Chart.

c. Consider approval of TCIS April 2026 Financial Report.

d. Consider approval of Special Projects April 2026 Financial Report.

- Director Kile Brown made a motion to approve the Consent Agenda as presented, which was seconded by Director Carol Velazquez. All Directors present voted to approve. The motion carries.

8. Action Items

a. Approve the restated partnership agreement with Longview ISD.

- CEO Davis reported that last year Longview ISD negotiated a new agreement with ETAA. TCIS in now at the end of the 3-year term for the 2023 partnership agreement with Longview ISD. The district wants the new agreements to align and be consistent to the extent feasible. Two main items in the restated partnership agreement that have been revised are the provisions related to the term and renewal, as well as the management fee. As presented, the resolution will give TCIS's CEO authority to execute the agreement on behalf of TCIS and also incorporates the authority to make non-substantive changes to the agreement, as needed. The Longview ISD Board of Trustees will consider the restated partnership agreement at their upcoming meeting on Monday, June 8, 2026.

- Director Jacob Navarrete made a motion to approve the resolution to approve the restated partnership agreement with Longview ISD, which was seconded by Director Kile Brown. All Directors present voted to approve. The motion passes.

b. Approve Memorandum of Understanding with LEAP for Career and Technology services on TCIS Longview campuses.

- CEO Davis provided information on LEAP's expertise for providing Career and Technology ("CTE") services. CEO Davis recommends TCIS continue to collaborate with LEAP to provide CTE services at TCIS campuses in Longview under the proposed MOU. The MOU will allocate 55% of the state funding obtained for CTE services for

use by LEAP in providing the CTE services. Additionally, LEAP will select the faculty for CTE courses other than those required for the IB program.

- Director Kile Brown made a motion to approve the Memorandum of Understanding with LEAP for Career and Technology services on TCIS Longview campuses, which was seconded by Director Jacob Navarrete. All Directors present voted to approve. The motion passes.

c. Approve job description for Chief of Operations Longview.

- CEO Davis discussed the need in Longview for an additional TCIS administrator to work with operational elements of campuses. Melanie Hamilton's strength is academics. The Chief of Operations will also monitor and oversee the DP Programme, with a goal for increasing enrollment, and oversee marketing efforts such as community meetings for the DP Programme.

- Director Jacob Navarrete made a motion to approve the job description for Chief of Operations Longview, which was seconded by Director Kile Brown. All Directors present voted to approve. The motion passes.

d. Approve transition agreement with Edgewood ISD.

- CEO Davis stated the transition agreement provides for Edgewood ISD to re-establish day to day management of the campuses previously operated by TCIS. The district has requested the opportunity to continue to use TCIS support.

- Director Kile Brown made a motion to approve the transition agreement with Edgewood ISD; which was seconded by Director Carol Velazquez. All Directors present voted to approve. The motion passes.

e. Approve the TCIS 2026-2027 budget framework.

- CEO Davis presented the budget framework. Revenue from San Antonio ISD and Austin ISD is based on a pre-determined Management Fee. Revenue from Longview ISD is based on enrollment. The proposed budget is based on last year's Longview ISD estimate with additional funds as described in the restated partnership agreement.

- Director Kile Brown made a motion to approve the TCIS 2026-2027 budget framework; which was seconded by Director Jacob Navarrete. All Directors present voted to approve. The motion passes.

f. Approve agreement with Teach for America.

- CEO Davis provided that TCIS is looking at filling positions in San Antonio ISD through an agreement with Teach for America. The standard agreement proposed by Teach for America is based on partnering with an independent school district. Additional review and revisions may be required to ensure compliance with federal privacy laws and the terms of TCIS's partnership agreement with San Antonion ISD.

- Director Jacob Navarrete made a motion to authorize TCIS CEO Margaret Davis to negotiate and execute an agreement with Teach for America consistent with the discussion and limitations identified today, which was seconded by Director Carol Velazquez. All Directors present voted to approve. The motion passes.

9. Adjournment

- Ms. Karen Phillips adjourned the meeting at 8:13 p.m.

These minutes of the meeting of the Texas Council for International Studies Board of Directors on June 3, 2026, were approved on August 27, 2026.

Karen Phillips

Karen Phillips, President
Texas Council for International Studies

Ashley Hesseltine, Board Secretary
Texas Council for International Studies