



**Texas Council for International Studies, Inc  
Board of Directors Meeting**

**Thursday, April 25, 2024**

**10:00 AM**

**Office of the Head of School**

**Alcuin School**

**6144 Churchill Way**

**Dallas, Texas 75230**

**Zoom Webinar:**

<https://texascis-org.zoom.us/j/84256349361?pwd=UsxCaTDJvDXsQXgzJzQQ94BEoatdHj.1>

**Notice is hereby given that on April 25, 2024, the Texas Council for International Studies (TCIS) Board of Directors will hold a called meeting beginning at 10:00 a.m. in the Head of School office, Alcuin School 6144 Churchill Way, Dallas, Texas 75230. The presiding officer of the TCIS Board of Directors will be present at the meeting location. The open session portions of the meeting will be streamed. The streaming link for the meeting is <https://texascis-org.zoom.us/j/84256349361?pwd=UsxCaTDJvDXsQXgzJzQQ94BEoatdHj.1> Members of the community who wish to address the Board during the Public Forum may submit their requests in writing to [board@texascis.org](mailto:board@texascis.org) by Wednesday, April 24, 2024 at 10:00 a.m.. Submissions must include name, address, phone number and the subject or agenda item(s) to be addressed.**

**The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the order shown on this meeting notice.**

**Agenda**

- 1. Meeting Called to Order**
- 2. Roll Call and Introduction of Board Members Present and Declaration of Quorum**
  - a. Dr. Todd Kettler
  - b. Mr. Kile Brown
  - c. Mr. Ted Williams
  - d. Mr. Walter Sorensen

- e. Ms. Karen Phillips
- 3. Recording of Chief Executive Officer Present**
- a. Ms. Margaret Davis
- 4. Recording of Secretary to the Board Present**
- a. Ms. Leah Trainham
- 5. Recognitions**
- a. Introduction of TCIS Staff and Consultants
    - i. Dr. Matt Weber, San Antonio Chief of Schools
    - ii. Mr. John Wink, Longview Chief of Schools and TCIS Business Operations
    - iii. Ms. D’Les Gonzales, Executive Director for Operations
    - iv. Ms. Leah Trainham, Executive Director of IB Support and Business Services
    - v. Dr. Courtney Gober, Special Projects Consultant
    - vi. Ms. Karen Rose, San Antonio Consultant for School Leadership
    - vii. Ms. Lindsay Bruehl, Bookkeeper
    - viii. Ms. Georgia Mayo, Web Design
  - b. Introduction of Heads of School
    - i. Ms. Shameika Allen, Head of School Longview High School
    - ii. Mr. Greg Rivers, Thomas Jefferson High School
    - iii. Ms. Irene Talamantes, Luther Burbank High School
    - iv. Mr. Kevin Hilliard, Joel Harris Middle School
    - v. Ms. Mary Taylor, Foster Middle School
    - vi. Dr. Cassie McClung, Fenwick Academy
    - vii. Mr. Luis De La Garza, Woodlawn Academy
    - viii. Dr. Mario Duran, Roy Cisneros Leadership School for Boys
    - ix. Ms. Melanie Pondant, Judson STEAM Academy
    - x. Ms. Monica Muñoz, Las Palmas Leadership School for Girls
    - xi. Ms. Jennifer Emerson, Briscoe Elementary School
    - xii. Ms. Sue Wilson (Interim), Clarence Bailey Elementary School
    - xiii. Ms. Linda Rios, Huppertz Elementary School
    - xiv. Ms. Martha Martinez-Flores, Woodlawn Hills Elementary School
    - xv. Ms. Dorcas Dunlap, Ned E. Williams STEAM Academy

**6. Information and Discussion Items**

- a. Introduction of Ms. Tabitha Acevedo as the Head of School for Woodlawn Hills Elementary School beginning on July 1, 2024, by Dr. Matt Weber
- b. Recognition of Ms. Linda Rios as the new administrator for the College Career & Military Readiness initiatives at Jefferson High School by Dr. Matt Weber
- c. Report on Summer Boost and Teacher Interns by Dr. Matt Weber
- d. Report on TEDx at Roy Cisneros Leadership School for Boys by Dr. Mario Duran
- e. Report on correlations of TCIS 5 systems, IB Standards and Practices, and Effective Schools Framework by Ms. D'Les Gonzales
- f. Report on the gaming grant at the Clarence Bailey School by John Wink
- g. Recognition of Ms. Letty Silva upon the occasion of her retirement from Woodlawn Hills Elementary School on June 30, 2024, by Margaret Davis

**7. Consent Agenda**

- a. Approve minutes for Board of Directors meeting on October 3, 2023
- b. Approve minutes for Board of Directors meeting on March 28, 2024
- c. Approve TCIS Audit Fiscal 2023
- d. Approve TCIS 990 Fiscal 2023
- e. Approve TCIS February Financial Report
- f. Approve resolution related to resolving TRS withholding errors
- g. Approve resolution to adopt 2024-2025 calendar for San Antonio ISD partner schools
- h. Approve resolution to adopt 2024-2025 calendar for Longview ISD partner schools
- i. Approve resolution to adopt 2024-2025 calendar for Edgewood ISD partner schools

**8. Action Items**

- a. Election of Directors to TCIS Board
- b. Board meeting schedule
- c. Consider approval of a resolution to accept a grant from Bloomberg Philanthropies for the Summer Boost program and authorize Dr. Matt Weber to sign agreements as necessary to receive grant funds and facilitate operation of the program in accordance with grant funding requirements.

**9. Executive Session**

TCIS will conduct a closed session pursuant to Texas Government Code, Chapter 551, Subchapter D for the following:

- a. Private consultation with the Board's attorney as authorized by Texas Government Code Section 551.071(2);
- b. Deliberation regarding personnel matters, including but not limited to employment, duties, discipline, reassignment, resignation, retirement, reclassification, and dismissal of an employee as authorized by Texas Government Code Section 551.074 (CEO contract review)

**10. Take action, if any, on agenda items discussed in Executive Session.**

**11. Adjournment**

**NOTICE:**

The Board may go into executive session at any time to discuss an agenda item as permitted under the Open Meetings Act and set out in Subchapter 551 of Title 5 of the Texas Government Code.

Recess: The Board may recess the meeting at any time and reconvene the meeting within 24 hours. The reconvened meeting will occur at the same location as the original meeting and will address the original agenda without the need for reposting.