



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

**Monday, October 6, 2025**

**5:00 PM**

**Alcuin School**

**6144 Churchill Way**

**Dallas, Texas 75230**

Notice is hereby given that on October 6, 2025, the Texas Council for International Studies (TCIS) Board of Directors will hold a called meeting beginning at 5:00 PM at Alcuin School 6144 Churchill Way, Dallas, Texas 75230. Parking for this meeting is available in front of the school. The presiding officer of the TCIS Board of Directors will be present at the meeting location. 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 Sunday, October 5, 2025, at 5:00 PM. Submissions must include name, address, phone number and the subject or agenda item(s) to be addressed.

The subjects to be 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. Carol Velazquez
  - b. Dr. Todd Kettler
  - c. Mr. Jacob Navarrete
  - d. Mr. Kile Brown
  - 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. Ashley Hesselstine

**5. Information and Discussion Items**

- a. New legislation impacting future Board meetings.

**6. Consent Agenda**

- a. Consider approval of minutes for Board of Directors meeting on August 6, 2025.
- a. Consider approval of TCIS August 2025 Financial Report
- b. Consider approval of Summer Boost August 2025 Financial Report

**7. Action Items**

- a. Consider approval of TCIS Organizational Chart.
- b. Consider approval of obtaining airport transportation services from John Underwood, as needed.

**8. Executive Session**

TCIS will conduct a closed session pursuant to Texas Government Code Section 551.071(2): Consultation to seek advice of counsel regarding Edgewood ISD partnership agreement.

**9. Take action, if any, on agenda items discussed in Executive Session.****10. 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 Chapter 551 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.