

BASIS Texas Charter Schools, Inc.
MINUTES of the Meeting of the Board of Directors
2200 N Greenville Ave., Richardson, TX 75082
10 November 2025 @ 5:30 pm (Central)

Board Members In-Person: Dr. Bruce Gnade. Others In-Person: Andrea Perez, Andrew Freeman, David Hubalik, Purvi Gordon
Board Members Online: Dr. Craig Barrett, Dr. Joelle Bouldoukian-Choucair, Liz Smith, Kayvee Kondapalli, Glenn Hamer, and Harvey Vigneault.
Others Online: Peter Bezanson, Patti Bezanson, Barb DeLisa, Liz Greenberg, David King, Debbie Siebels, Roberto Ramirez, America Palmer, Julie Kearney, Michelle Keogh, Damon Norris, Sean Woytek, Judy King, Anastasia Hawkins, Jayme Williams, Chris Ferguson
Board Members Not in Attendance: Dr. William Harris

1. Call to order
 - a. Dr. Gnade called the meeting to order at 5:35pm
2. Call to the public
 - a. No members of the public present
3. Adopt agenda
 - a. Motion to approve: Craig Barrett
 - i. Second: Harvey Vigneault
 - ii. Unanimous approval of the BTCSI Board members present
4. Approval of Consent Agenda
 - a. Andrea presented the items from the consent agenda and opened the floor to questions. Hearing none, the Board moved to a vote.
 - b. Consent Agenda Items: Ratify the minutes from the August 4 and August 26 meetings, Approval of the new FY26 contracts
 - c. Motion to approve: Craig Barrett
 - i. Second: Harvey Vigneault
 - ii. Unanimous approval of the BTCSI Board members present
5. Consider and take possible action to re-elect William Harris and Harvey Vigneault to the BTCSI Board of Directors (Andrea Perez)
 - a. Andrea addressed the Board, stating that Board member seats were renewed every three years. Board members William Harris and Harvey Vigneault had reached the end of their three-year terms. In keeping with Board Bylaws, the Board must vote to renew their seats. Without any questions, the Board moved to a vote.
 - b. Motion to approve: Craig Barrett
 - i. Second: Liz Smith
 - ii. Unanimous approval of the BTCSI Board members present
6. Safety and Security Update (Craig)
 - a. Craig addressed the Board to present updates from the Safety and Security Committee. The Committee met earlier in the day and discussed several important topics regarding district safety, including campus audits, committee members, campus guards, training status, and facility needs. Craig noted that future budgets will reflect security upgrades that have been approved by the Committee.
7. FY26 Q1 Finance Report (Damon)

- a. Damon presented the Board with the Q1 finance report. The Executive Summary was presented first, showing the financial performance of operating schools for Q1. The overall student count for the year is at 99% of the budget. The Finance Report for BTCSI Operating Schools accounts for revenue and expenses as of the end of the quarter and the predicted year end as a percentage of the budget. Damon addressed the expenses that are predicted to be over budget. The BTCSI Non-Operating Schools page was presented next, demonstrating revenue, payroll, and expenses for the campuses. The Core Operations shows that the revenues and expenses are trending as expected. Craig inquired about the difference between the Network Expansion Fee and the New School Expansion Share. Damon responded that the Network Expansion Fee is the agreed upon amount related to growth projects for the district. The New School Expansion Share is what is paid by campuses across the district to cover expenses for non-operating schools. The Board briefly discussed budgeted items related to bond refinancing. Craig advised that the Board will more closely review and scrutinize future growth proposals. The Statement of Financial Position was presented last. Harvey inquired about accounts receivables being high. Debbie responded that the number would vary based on the timing of the report and anticipated payment dates. No additional questions were received.
8. Consider and take possible action to approve the FY26 revised budget (Damon)
 - a. Damon presented the Board with the proposed FY26 revised budget. The first noted revision was the change to student counts to align with current data. Campuses that are reflecting a deficit due to the change in student count are working to increase enrollment. The Operating Schools page was updated as well to reflect the impact of the adjusted student count. The proposed Core Operations budget was also adjusted to allow more funding for the Growth team. Harvey stated that we need to continue to implement initiatives to reduce costs and to set aggressive goals that the Board will monitor. Damon stated that CSP grant funding was not included in the budget, as BTCSI has not yet heard back on their application submissions.
 - b. Related documents: Revised FY 2026 budget
 - c. Motion to approve: Craig Barrett
 - i. Second: Harvey Vigneault
 - ii. Unanimous approval of the BTCSI Board members present
 9. Consider and take possible action to approve the FY24-25 FIRST rating (Debbie Siebels)
 - a. Debbie presented the Board with the FY24-25 FIRST rating and Financial Management Report. BASIS Texas received an A – Superior Rating with a score of 93. The score is an improvement from the “89 – B Above Standard” score from last year. Indicator 8 was the greatest area of improvement. Indicator 13 is an “all or nothing” score, and we anticipate receiving a 0 in this area as long as we are in periods of district growth. The Board discussed how the current budgetary challenges can help predict the FY 25-26 FIRST rating. The Financial Management Report was also presented, with no questions received from the Board.
 - b. Related documents: FIRST Rating and Financial Management Report

- c. Motion to approve: Craig Barrett
 - i. Second: Kayvee Kondapalli
 - ii. Unanimous approval of the BTCSI Board members present
- 10. Quarterly PFIA report (Andrew)
 - a. Andrew presented the quarterly PFIA report. The report shows the performance of bond investments. Transactions on the report account for withdrawals to cover current growth projects and investment returns. Overall, the report demonstrates investment changes as anticipated with nothing exceptional to highlight. No comments or questions were received from the Board.
- 11. Q1 Executive Director Report (Andrew)
 - a. Andrew presented the Board with the Executive Director report. The topics presented included compliance, bonds, safety and security, community engagement, legislative updates, philanthropy and grants, training and travel, and unusual expenses.
- 12. Q1 Management Report (David)
 - a. David presented the Board with the management report. The first topic presented was academics, including early literacy data and the academic pilot overview. The next topic presented was business, including enrollment updates, operations updates, compliance and legal updates, and special education compliance. Next, David presented information related to culture, including parent pulse survey results, front office survey results, and new schools updates. The report closed with information on team member development, initiatives and priorities, and a presentation on the curriculum proposals for Board consideration.
- 13. Review, discuss, and possible action to approve the proposed curriculum changes
 - a. David addressed the Board to request their consideration on the proposed curriculum changes that were presented in the Management Report. No questions were received and the Board moved to a vote.
 - b. Motion to approve: Harvey Vigneault
 - i. Second: Craig Barrett
 - ii. Unanimous approval of the BTCSI Board members present
- 14. Consider and take possible action to approve the revised BASIS Texas enrollment policies and to authorize the Superintendent to submit the related Non-Expansion Amendment (David)
 - a. David shared the proposed updates to the current BTCSI enrollment policies. The proposal codifies changes to district transfer policies stemming from adjustments in grades served. No questions were received and the Board moved to a vote.
 - b. Related documents: Revised policies and Resolution BTCS25-R14
 - c. Motion to approve: Craig Barrett
 - i. Second: Bruce Harvey Vigneault
 - ii. Unanimous approval of the BTCSI Board members present
- 15. Consider and take possible action to adopt the BASIS Texas Released Time Course policy in accordance with Tex. Educ. Code § 25.0875(a), (b), and (c)

- a. David presented the proposed policy. Stemming from recent legislative requirements, the policy allows for excused absences when students attend religious courses during the school day. No questions were received and the Board moved to a vote.
 - b. Related Document: Released Time Course policy and Resolution BTCS25-R15
 - c. Motion to approve: Craig Barrett
 - i. Second: Kayvee Kondapalli
 - ii. Unanimous approval of the BTCSI Board members present
16. Consider and take possible action to adopt the BASIS Texas Excused Absence for Serious or Life-Threatening Illness form in accordance with Tex. Educ. Code § 25.087(b)(3)
 - a. David presented the Board with the BASIS Texas Excused Absence for Serious or Life-Threatening Illness form. Now required as an extension of the Student Attendance Accounting Handbook, the form allows the district to provide instruction to students with a serious or life-threatening illness. No questions were received and the Board moved to a vote.
 - b. Excused Absence for Serious or Life-Threatening Illness form and Resolution BTCS25-R16
 - c. Motion to approve: Craig Barrett
 - i. Second: Liz Smith
 - ii. Unanimous approval of the BTCSI Board members present
17. Consider and take possible action to adopt the Bylaws and Operational Procedures and to appoint members to the BASIS Texas Student Health Advisory Council (SHAC) in accordance with Texas Education Code Section 12.104 (b)(3)(DD) and Section 28.004 (David)
 - a. David presented the Board with the BASIS Texas SHAC Bylaws and Operational Procedures. Additionally, the resumes for proposed SHAC members were shared. David explained that the SHAC is a new requirement for Charter schools in Texas. The Board moved to a vote without questions.
 - b. Related Documents: SHAC Bylaws and Operational Procedures and Resolution BTCS25-R17
 - c. Motion to approve: Liz Smith
 - i. Second: Craig Barrett
 - ii. Unanimous approval of the BTCSI Board members present
18. Growth updates (David)
 - a. David presented the Board with updates on current and proposed construction projects. The BASIS Leander project is well underway. At this time, the project is on time and on budget. The next project presented was the proposed BASIS Irving campus. David presented the related demographics, key terms, and projections.
19. Moved to Executive Session at 7:34pm
 - a. Texas Open Meetings Act, Section 551.074 regarding management performance and Section 551.071 for consultation with attorney
20. Moved out of Executive Session at 8:20pm

21. Consider and take possible action to approve to approve the BASIS Texas Executive Director and Superintendent compensation adjustment, if any
 - a. Resolution BTCS25-R18
 - b. Motion to approve: Craig Barrett
 - i. Second: Harvey Vigneault
 - ii. Unanimous approval of the BTCSI Board members present
22. Consider and take possible action to approve the Purchase and Sale Agreement for property located at 10030 N MacArthur Blvd., Irving, Texas 75063 and delegating authority to execute same to Executive Director.
 - a. Craig stated that the Board feels it is in the best interest of the district to not pursue the Irving project at this time.
 - b. Related Documents: Exhibit A and Resolution BTCS25-R19
 - c. Motion to deny authorizing the execution of the PSA: Craig Barrett
 - i. Second: Liz Smith
 - ii. Unanimous approval of the BTCSI Board members present
23. New Business
 - a. No new business
24. Motion to adjourn: Craig Barrett
 - a. Second: Kayvee Kondapalli
 - b. Unanimous approval of the BTCSI Board members present

Minutes completed by: Andrea Perez, Superintendent

Dr. Craig Barrett, Board Chair