

**BASIS Texas Charter Schools, Inc.**  
**MINUTES of the Meeting of the Board of Directors**  
**404 E Ramsey Rd., San Antonio, TX 78216**  
**12 February 2026 @ 5:30 pm (Central)**

Board Members In-Person: Harvey Vigneault and Dawn Robinette. Others In-Person: Andrea Perez, David Hubalik  
Board Members Online: Dr. Craig Barrett, Dr. Joelle Bouldoukian-Choucair, Dr. Bruce Gnade, Dr. William Harris, Liz Smith. Others  
Online: Andrew Freeman, Judy King, Damon Norris, Michelle Keogh, DeAnna Rowe, Chris Ferguson, America Palmer, Purvi Gordon,  
Jayme Williams, Tom Bickart, Liz Greenberg.  
Board Members Not in Attendance: Kayvee Kondapalli and Glenn Hamer

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1. Call to order
  - a. Harvey 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 adopt: Liz Smith
    - i. Second: Craig Barrett
    - ii. Unanimous approval of the BTCSI Board members present
4. Approval of Consent Agenda
  - a. Andrea presented the consent agenda to the Board. With no questions received, the Board moved to approve.
  - b. Consent agenda items: Ratify the minutes from the November 10, 2025 and January 2, 2026 meetings, approval of the BTCSI SY2026-27 district academic calendars, and approval of the new FY26 contract approvals
  - c. Motion to approve: Liz Smith
    - i. Second: Harvey Vigneault
    - ii. Unanimous approval of the BTCSI Board members present
5. Consider and take possible action to reappoint Dr. William Harris as Treasurer of the BTCSI Board of Directors (Andrea)
  - a. Andrea advised the Board that officer positions are renewed annually and the vote was to reappoint Dr. Harris as Treasurer.
  - b. Motion to approve: Liz Smith
    - i. Second: Joelle Choucair
    - ii. Unanimous approval of the BTCSI Board members present
6. Consider and take possible action to reappoint Dr. Craig Barrett Chairman of the BTCSI Board of Directors (Andrea)
  - a. Andrea advised the Board that officer positions are renewed annually and the vote was to reappoint Dr. Barrett as Chairman.
  - b. Motion to approve: Liz Smith
    - i. Second: Joelle Choucair
    - ii. Unanimous approval of the BTCSI Board members present
7. Consider and take possible action to appoint Dawn Robinette to the BTCSI Board of Directors (Andrea)
  - a. Andrea introduced Mrs. Robinette and provided the Board with her resume and bio for review and consideration. Dawn addressed the Board to introduce herself. The Board members moved to a vote without questions.

- b. Motion to approve: Craig Barrett
    - i. Second: Liz Smith
    - ii. Unanimous approval of the BTCSI Board members present
- 8. Safety and Security Updates (Craig)
  - a. Craig provided the Board with updates from the Safety and Security Committee. The SSC met earlier in the day for their quarterly meeting. Topics discussed included facility needs, guard program updates, and audits. The district boasts a 100% passing rate on Intruder Detection Audits thus far with no findings for any campus. A recent District Vulnerability Assessment was conducted by the TEA, and the results were presented to the SSC closed session in accordance with standard protocol. Overall, the DVA was successful, and the SSC will be moving forward with any necessary actions.
- 9. Consider and take possible action to approve BTCSI Safety and Security–related policies for Narcan administration, the Safe and Supportive School Program, and Behavioral Threat Assessment procedures
  - a. Jayme addressed the Board to present the Safety and Security policies to be considered for approval. Having already reviewed the policies, the Board members moved to adopt them with no questions.
  - b. Motion to approve: Craig Barrett
    - i. Second: Harvey Vigneault
    - ii. Unanimous approval of the BTCSI Board members present
- 10. FY26 Q2 Finance Report (Damon)
  - a. Damon presented the Q2 finance report to the Board. The report demonstrates enrollment as of the last day of December. The overall counts show steady enrollment, though some campuses have deficits. New schools continue to level out enrollment as students enter the district. Expenses are trending as expected for this time of year with no significant outliers to report. Special Education program costs have caused some variance from what was predicted but are still within budget. Debt service and capital expenditures are on target with no major callouts. The non-operating schools budget includes the two Leander schools. The numbers will continue to change as we near the opening of those sites. Finally, the core operations report shows all areas trending as expected. Andrew inquired about the enrollment targets and how we can modify reporting to better represent current enrollment and predicted year end numbers. Harvey followed Andrew’s question by asking how much stock the Board should put into the projected year-end number if it is not an accurate reflection of the current data. Damon responded to both questions by stating that the projections are the best guess based on all available information but are subject to change based on reports from the state. He noted that funding differences per student can cause variance in budget when students leave throughout the year. Bruce asked about the attrition between Q1 and Q2. David responded that is has been a trend to lose students during this time each year, and the team is working to address this as an issue. No further questions were received.

11. Consider and take possible action to approve the FY2025 BASIS Texas Charter Schools, Inc. audited financial statement (Debbie Siebels, BASIS.ed)
  - a. Tom presented the audit to the Board, as Debbie was absent from the meeting. The audit came back with no findings. Tom walked through several areas of the audit report for the Board. No questions were received and the Board moved to a vote to approve the audited financial statement.
  - b. Documents: Letter to the Board and FY25 Audit Report
  - c. Motion to approve: Craig Barrett
    - i. Second: Harvey Vigneault
    - ii. Unanimous approval of the BTCSI Board members present
12. Quarterly PFIA report (Andrew)
  - a. Andrew presented the quarterly PFIA report. The current data shows that all investments are trending well with no significant data to call out.
13. Consider and take possible action to approve Resolution BTCS26-R04 approving the BASIS Texas Charter Schools, Inc. Charter Instructional Plan (David)
  - a. David presented the Charter Instructional Plan to the Board, including the State of Texas Public Education Strategic Priorities, the BASIS Texas District Improvement Plan, and the individual campus goals. Harvey asked how we respond to performance results that don't meet our goals. David responded that any campus without an A Accountability rating follows a "pathway to an A" plan that is designed to address identified areas of underperformance. No additional questions were raised by the Board.
  - b. Documents: BTCSI Charter Instructional Plan and Resolution BTCS26-R04
  - c. Motion to approve: Liz Smith
    - i. Second: Bruce Gnade
    - ii. Unanimous approval of the BTCSI Board members present
14. Consider and take possible action to adopt the 2024-2025 Board Annual Report, including the Texas Academic Performance Report (TAPR) for BASIS Texas Charter Schools, Inc. (David)
  - a. David presented the Board Annual Report and the TAPR. He explained that the report is a compilation of data that the Board throughout the year. The Board had the opportunity to review the report prior to the meeting.
  - b. Documents: BTCSI Board Annual Report and TAPR document
  - c. Motion to approve: Craig Barrett
    - i. Second: Liz Smith
    - ii. Unanimous approval of the BTCSI Board members present
15. HB3 Goals Annual Progress Report (David)
  - a. David presented the Board with the BASIS Texas HB3 Goals annual progress report. He stated that the report presents a summary of the district's outcomes that are tied to funding dollars. Specifically, the report presents data for early childhood literacy and math goals, and CCMR goals. The Board approves the plan every 5 years and reviews the progress reports annually. No questions were received from the Board.

16. Consider and take possible action regarding the Senate Bill 11-mandated resolution concerning designated time for prayer and reading of religious texts
  - a. Andrea addressed the Board to explain the requirements of SB11 regarding a potential district policy for designated time and space for students to pray and/or read religious texts. Currently, BASIS Texas does not have an official policy but always provides students with a private space by request. Craig asked if there were reasons why we would not want to formalize a policy. Andrea responded that a formal policy that aligns with the requirements of SB11 limits flexibility in campus response to the requests by mandating specific times and locations for prayer and/or reading. Additionally, each campus would have administrative burdens due to the requirements to track usage and collect parent/guardian signatures for related documents. The Board discussed the topic in greater detail, including concerns about student privacy. Andrea explained that a record vote was required, then called each Board member by name to receive a YES vote if they desired adoption of a policy or NO vote if they did not wish to adopt a formal policy.
  - b. All Board members in attendance voted NO in opposition of adopting a formal policy for designated time for prayer and reading of religious texts.
17. Discuss the proposed Barrett curriculum and possible creation of committees
  - a. Andrew presented the Board with the proposed BTCSI structure change stemming from the BCSI Board's approval of a strategic growth plan. The BTCSI Board was asked to review the proposed restructuring and provide feedback. An official vote will take place at a separate meeting if the decision is to move forward as proposed. The plan proposes operationalizing governance through the creation of separate committees that would manage the BASIS and Barrett models, but official oversight would remain with the BTCSI Board. The two committees would conduct focused reviews and provide recommendations to the Board.
18. Consider and take possible action to approve Resolution BTCS26-R05, authorizing the Superintendent to complete the necessary submissions to the Texas Education Agency in accordance with the Texas Administrative Code §100.1209 notification requirement for the Leander land purchase
  - a. Andrea addressed the Board regarding Resolutions 05 and 06. Changes to Chapter 100 resulted in the requirement to notify the TEA when a Charter district closes on real estate leases or purchases. The resolution is a part of that notice, certifying that no administrator, officer, employee, or Board member has a financial gain from the real estate transaction. Resolutions 05 and 06 must be voted on separately. No questions were received from the Board and they moved for a motion for BTCS26-R05
  - b. Documents: Resolution BTCS26-R05
  - c. Motion to approve: Craig Barrett
    - i. Second: William Harris
    - ii. Unanimous approval of the BTCSI Board members present
19. Consider and take possible action to approve Resolution BTCS26-R06, authorizing the Superintendent to complete the necessary submissions to the Texas Education Agency in

accordance with the Texas Administrative Code §100.1209 notification requirement for the Irving land purchase

- a. Following the vote for R05, the Board moved on to approve BTCS26-R06.
- b. Documents: Resolution BTCS26-R06
- c. Motion to approve: Craig Barrett
  - i. Second: William Harris
  - ii. Unanimous approval of the BTCSI Board members present

20. Discussion regarding existing BASIS Texas campuses

- a. David addressed the Board in follow-up to a request made in the January special meeting. The discussion began reviewing options for the BASIS Austin and BASIS Austin Primary campuses. The sites are co-located at one address at a leased facility. The lease for the site ends at the end of next school year and due to changes in leadership at that location, it is unlikely that the lease will be renewed. Despite best efforts, the team has been unable to locate a new location for the campuses due to a challenging real estate landscape in the Austin area. Additionally, the campuses have a high turnover rate due to families transferring to other BASIS campuses that were their campus of choice. The recommendation to the Board is to place the sites in dormancy after next school year until a permanent solution is identified. David added that the team is creating a program to communicate with current BASIS Austin and BASIS Austin Primary families regarding the impending changes and proposed modifications to the enrollment policies to allow them automatic transfer to their BASIS campus of choice. After much discussion, the Board asked the team to continue the search for a new location and to provide an update at the next regularly scheduled meeting. The conversation then moved to review options for the BASIS Northeast Primary and BASIS Northeast campuses. David presented the Board with several options for consideration. After reviewing the document, Dr. Barrett asked the team to bring forward a definitive recommendation to the Board in the May meeting that makes the BASIS Northeast and BASIS Northeast Primary campuses viable.

The Board asked to move into the Executive Session part of the agenda due to time constraints.

21. Move to Executive Session at 7:34pm

- a. Texas Open Meetings Act, Section 551.072 for deliberation regarding real property

22. Exit Executive Session at 7:43pm

23. Consider and take possible action to approve Resolution BTCS26-R07 to authorize execution and delivery of a Purchase and Sale Agreement meeting specified criteria for the purchase of certain real property located in Irving, Texas

- a. Andrew advised the Board that the resolution will allow him to act upon the proposed PSA for a property in Irving. Hearing no questions, the Board moved to a vote.
- b. Documents: Resolution BTCS26-R07
- c. Motion to approve: Craig Barrett
  - i. Second: Harvey Vigneault

- ii. Opposed: Liz Smith
- iii. In favor: William Harris, Bruce Gnade, Joelle Choucair, Dawn Robinette

The meeting returned to the original agenda order. Craig left the meeting at 7:44pm.

24. Q2 Executive Director Report (Andrew)

- a. Andrew presented the Executive Director report. Topics covered were compliance, FA services, safety and security, community engagement, legislative updates, philanthropy and grants, training and travel, and unusual expenses.

25. Q2 Management Report (David)

- a. Due to time constraints, David advised that Board that he would not move through the entire presentation but would remain available for questions. The Board was asked to consider a curriculum change specific to the expansion of the primary model pilot program that was approved by the Board last year. David advised that the team is asking for the implementation of the revised program at additional BASIS campuses that are demonstrating academic and financial need. The program boasts measurable academic gains for students, positive staff reception, and scheduling efficiencies. The Board had no questions and moved to a vote.

26. Consider and take possible action to approve the proposed curriculum changes (David)

- a. Motion to approve: Craig Barrett
  - i. Second: Dawn Robinette
  - ii. Unanimous approval of the BTCSI Board members present

27. Growth Update

- a. Item was skipped due to time constraints

28. New Business

- a. No new business

29. Motion to adjourn at 7:59pm.

- a. Motion to adjourn: Craig Barrett
  - i. Second: Liz Smith
  - ii. Unanimous approval of the BTCSI Board members present

Minutes taken by Andrea Perez, Superintendent

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William C. Harris, Secretary