

**WINFREE ACADEMY CHARTER SCHOOLS**  
**MEETING MINUTES**  
**OF THE NON-PROFIT BOARD OF DIRECTORS**

Administration Building  
1840 Hutton Drive Suite 130  
Carrollton, Texas 75006

October 21, 2025  
5:00 pm

The Board of Directors met in a special session at the Winfree Academy administration building on October 21, 2025 convening at 5:39 pm. A quorum was present. Vice Chair, Mark Hoffman called the meeting to order.

**Board Members Present:** Mark Hoffman, Gabrielle McCormick (via teleconference), Susan Younger

**Board Members Absent:** Mikeela Hudson, Greg Ward

**Administrators Present:** Brandy Schott, Carrie Alexander, Deirdre Staples

**School Staff Present:** DJ Elkin

**Public Comments:** None

**Consent Agenda**

1. Consider Approval of the Minutes for September 18, 2025.
2. Consider Approval of annual professional development plan.
3. Consider Approval and ratify contracts executed by the superintendent to date.

Motion by Susan Younger to approve the consent agenda as presented. Gabrielle McCormick seconded the motion. In favor, Mark Hoffman, Gabrielle McCormick, Susan Younger. None Opposed. **Motion Carried.**

**Reports**

Superintendent Debrief. No Report. Financial Report presented by Carrie Alexander.

**Action Agenda**

1. Consider Approval of the 2025-2026 Targeted Improvement Plan(s). Administration removal. No action.
2. Consider Approval of Resolution for Compliance with Texas Education Code Section 11.005 (Prohibition of DEI Duties) and Section 28.0022 (Certain Instructional Requirements and Prohibitions). Presentation by Brandy Schott. Motion by Susan Younger to approve the Resolution for Compliance with Texas Education Code Section 11.005 (Prohibition of DEI Duties) and Section 28.0022 (Certain Instructional Requirements and Prohibitions). Seconded by Mark Hoffman. In favor, Mark Hoffman, Gabrielle McCormick, Susan Younger. None Opposed. **Motion Carried.**
3. Consider Approval of Amendment to the 2025-2026 Learner Resource Guide regarding the duties of armed security officers in the Student Code of Conduct. Presentation by Brandy Schott. Motion by Mark Hoffman to approve the Amendment to the 2025-2026

Learner Resource Guide regarding the duties of armed security officers in the Student Code of Conduct. Seconded by Susan Younger. In favor, Mark Hoffman, Gabrielle McCormick, Susan Younger. None Opposed. **Motion Carried.**

4. Consider Approval of reduction in force in identified and applicable employment areas by declaration of financial exigency. Presentation by Brandy Schott.

Mark Hoffman called a closed executive meeting of the Board at 6:07 pm.

**Executive Session**

Closed Session pursuant to Texas Government Code Sections 551.071, 551.072, 551.073, 551.074, 551.075, 551.076, 551.082, 551.084, pertaining to any item listed on this agenda, as permitted by applicable law.

Executive Session pursuant to:

1. Section 551.072 Real Property
2. Section 551.074 Personnel Matters
3. Section 551.076 Security Devices

Mark Hoffman reconvened the open meeting at 7:27 pm.

Consider and take action on matters discussed in executive session.

1. Tex. Govt. Code 551.076 Security Devices and/or Security Audit. Presentation of the District Vulnerability Assessment Full Report. Receive feedback on School Safety Audit. No action.
2. Tex. Govt. Code 551.072 Real Estate Matters. Consider Approval of Resolution and non-expansion amendment related to campus 001 amendment request (129-25.1). Motion by Susan Younger to approve the Resolution and non-expansion amendment related to campus 001 amendment request (129-25.1). Seconded by Gabrielle McCormick. In favor, Mark Hoffman, Gabrielle McCormick, Susan Younger. None Opposed. **Motion Carried.**
3. Tex. Govt. Code 551.074 Personnel Matters
  - a. Consider Approval of reduction in force in identified and applicable employment areas by declaration of financial exigency. Motion by Susan Younger to approve the reduction in force in identified and applicable employment areas by declaration of financial exigency and authorize the superintendent to identify and communicate the applicable positions based on the timeline determined in closed session. Seconded by Mark Hoffman. In favor, Mark Hoffman, Gabrielle McCormick, Susan Younger. None Opposed. **Motion Carried.**
  - b. Consider Approval of the employment and contract of the superintendent. Motion by Mark Hoffman to approve the employment and contract of the superintendent. Seconded by Susan Younger. In favor, Mark Hoffman, Gabrielle McCormick, Susan Younger. None Opposed. **Motion Carried.**

Mark Hoffman adjourned meeting at 7:29 pm.

If during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board is required, then such a closed or executive meeting

or session as authorized by the Texas Open Meetings Act, Texas Government Code Section 551.001 et seq., will be held by the Board at the date, hour, and place given in this Notice or as soon after the commencement of the meeting covered by this Notice as the Board may conveniently meet in such closed or executive session concerning any and all purposes permitted by the Act, including, but not limited to the following sections and purposes:

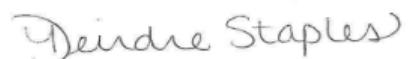
**Texas Government Code Section:**

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|---------|---|
| 551.071 | Consultation with Attorney; Closed Meeting  |
| 551.072 | Deliberation Regarding Real Property; Closed Meeting  |
| 551.073 | Deliberation Regarding Prospective Gift; Closed Meeting   |
| 551.074 | Personnel Matters; Closed Meeting   |
| 551.075 | Conference Relating to Investments and Potential Investments<br>Attended by the Board of Trustees of Texas Growth Fund; Closed<br>Meeting |
| 551.076 | Deliberation Regarding Security Devices; Closed Meeting   |
| 551.082 | School Children, Employees, Disciplinary Matter or Complaint;<br>Closed Meeting   |
| 551.084 | Investigation; Exclusion of Witness from Hearing  |

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then the final decision, or final vote shall be either:

- a) in the open meeting covered by the Notice upon the reconvening of the public meeting or,
- b) at a subsequent public meeting of the Board upon notice thereof; as the Board shall determine.

This agenda is part of the Notice of Meeting in accordance with the Texas Open Meetings Act, Texas Government Code Chapter 551. The order of items posted on the agenda may be changed by consensus of the Board Members. This meeting will exclusively address posted agenda items. No other items will be discussed. This notice was posted in compliance with the Texas Open Meetings Act on September 12, 2025 at 5:00 p.m.



Deirdre Staples  
Executive Director of Compliance