Minutes Posted: 07/24/26
Minutes Approved:

WINFREE ACADEMY CHARTER SCHOOLS

MEETING MINUTES
OF THE NON-PROFIT BOARD OF DIRECTORS

Administration Building
1840 Hutton Drive Suite 130
Carrollton, Texas 75006

July 14, 2026
5:00 pm

The Board of Directors met in a special meeting at the Winfree Academy Charter Schools administration building on July 14, 2026 convening at 5:30 pm. A quorum was present. Vice Chair, and Presiding Officer, Mark Hoffman, called the meeting to order.

Board Members Present: Mark Hoffman, Susan Younger, Gabrielle McCormick

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

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

Report(s)
Dr. Schott presented the 2026-2027 Strategic Priorities and Operational Framework.

Motion to close for an executive meeting of the Board of Directors made by Susan Younger. Gabrielle McCormick seconded the motion. In favor, Mark Hoffman, Susan Younger, Gabrielle McCormick. None Opposed. **Motion Carried**. Mark Hoffman closed the meeting at 5:50 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 specifically pursuant to:

1. Sec. 551.072 Real Property
   a. Authorize the superintendent to negotiate a best-value lease contract for 8802 Harry Hines.
2. Sec. 551.074 Personnel Matters
   a. Consider Approval of amendment to the superintendent's contract.

Mark Hoffman reconvened the open meeting at 6:35 pm and stated there were two items needing board action.

1. Sec. 551.072 (a) Motion by Susan Younger to authorize the superintendent to negotiate a best-value lease contract for 8802 Harry Hines as presented. Seconded by Mark Hoffman. In favor, Mark Hoffman, Susan Younger, Gabrielle McCormick. None Opposed. **Motion Carried**

2. Sec. 551.074 (a) Motion by Mark Hoffman to approve amendment to the superintendent's contract in alignment with the fiscal year. Seconded by Gabrielle McCormick. In favor, Mark Hoffman, Susan Younger, Gabrielle McCormick. None Opposed. **Motion Carried**.

Action Agenda

1. Consider Approval of annual professional development plan..
   Presentation by Brandy Schott. Motion by Mark Hoffman to approve the annual professional development plan as presented. Seconded by Susan McCormick. In favor, Mark Hoffman, Susan Younger, Gabrielle McCormick. None Opposed. **Motion Carried.**

2. Ratify Resolution adopted at June 23, 2026, meeting for non-expansion amendment changing address of Winfree Academy Charter Schools - Irving Campus with correction to scrivener's error in Texas Administrative Code citation. Presentation by Brandy Schott. Motion by Susan Younger to approve the Ratification of the Resolution adopted at June 23, 2026, meeting for non-expansion amendment changing address of Winfree Academy Charter Schools - Irving Campus with correction to scrivener's error in Texas Administrative Code citation as presented. Seconded by Mark Hoffman. In favor, Mark Hoffman, Susan Younger, Gabrielle McCormick. None Opposed. **Motion Carried**.

3. Authorize the superintendent to negotiate a best-value contract for the purchase and installation of a Fire Detection and Alarm System for 8802 Harry Hines, in an amount not to exceed $125,000. Presentation by Brandy Schott. Motion by Susan Younger to approve the authorization of the superintendent to negotiate a best-value contract for the purchase and installation of a Fire Detection and Alarm System for 8802 Harry Hines, in an amount not to exceed $125,000. Seconded by Gabrielle McCormick. In favor, Mark Hoffman, Susan Younger, Gabrielle McCormick. None Opposed. **Motion Carried.**

4. Authorize the superintendent to negotiate a best-value contract for the purchase and installation of commercial flooring for 8802 Harry Hines, in an amount not to exceed $125,000. Susan Younger made a motion to approve the authorization of the superintendent to negotiate a best-value contract for the purchase and installation of commercial flooring for 8802 Harry Hines, in an amount not to exceed $125,000 as presented. Seconded by Mark Hoffman. In favor, Mark Hoffman, Susan Younger, Gabrielle McCormick. None Opposed. **Motion Carried.**

5. Authorize the superintendent to negotiate a best-value contract for the repair and replacement of HVAC equipment, in an amount not to exceed $125,000. Susan Younger made a motion to approve the authorization of the superintendent to negotiate a best-value contract for the repair and replacement of HVAC equipment, in an amount not to exceed $125,000 as presented. Seconded by Gabrielle McCormick. In favor, Mark Hoffman, Susan Younger, Gabrielle McCormick. None Opposed. **Motion Carried.**

Mark Hoffman adjourned the meeting at 6:46 pm.

Minutes Approved XXXXXX, 2026.

Susan Younger, Secretary X/XX/26