

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS
OF
EDUCATION SERVICE CENTER, REGION 20

May 1, 2013

The Board of Directors of Education Service Center, Region 20 convened in a Board meeting at 1:30 p.m. on Wednesday, May 1, 2013 in the ESC-20 Conference Center located at 1314 Hines Avenue in San Antonio, Texas. The Chair, Mr. Mike Petter presided and the following members were in attendance:

Mr. Ronald W. Eckel, Vice-Chair
Mr. Tom T. Winn, Member
Mr. Charles A. Carlson, Member
Ms. Eunice Sosa, Member
Mr. Alfredo Segura, Charter Representative

Also present were:

Dr. Ronny Beard, Executive Director
Dr. Jeff Goldhorn, Associate Director, Administrative & Instructional Services
Ms. Debby Hewitt, Associate Director, Transition, Administrative & Instructional Services
Ms. Beverly Meyer, Associate Director, Transition, Information Technology
Ms. Judi Sparks, Associate Director, Information Technology
Mr. Jeff Stone, Associate Director, Business & Human Resource Services
Ms. Yvette Gomez, Component Director, School Support Services
Mr. Sherry Marsh, Component Director, Special Education Services
Ms. Pat Nickle, Component Director, Consulting Services
Ms. Carol Morgan, Component Director, Head Start Services
Mr. Mike Peterson, Component Director, Technology Development & Facilities Services
Ms. Tori Austin, Coordinator III, Curriculum Support
Ms. Dana Duvall, Head Start Policy Council Representative
Ms. Jan Dunevant, Executive Assistant

PROGRAM HIGHLIGHT

Ms. Tori Austin provided information on the Science, Technology, Engineering and Math (STEM) Program.

MINUTES OF THE FEBRUARY 20, 2013 MEETING

Mr. Eckel made a motion that the following resolution be adopted. Mr. Carlson seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approves the minutes of the February 20, 2013 Board of Directors meeting.

AMENDMENTS TO THE 2012-2013 OFFICIAL BUDGET

Mr. Winn made a motion to adopt the following resolution. The motion seconded by Mr. Eckel was then unanimously approved.

BE IT RESOLVED, That the Board of Directors approves the 2012-2013 budget amendments listed in the agenda.

CONTRACTS OVER \$25,000

Mr. Carlson made a motion to adopt the following resolution. The motion seconded by Ms. Sosa was then unanimously approved.

BE IT RESOLVED, That the Board of Directors approves the contracts over \$25,000.

<u>Agency/School District</u>	<u>Contract Amount</u>	<u>Center Component</u>
ESC-20 IS PURCHASING SERVICES ON THE FOLLOWING CONTRACTS		
Education Service Center, Region One Broadcast project: Smart/Masters programming June 11, 2013-July 25, 2013	\$26,000.00	Administrative and Instructional Services
Mythics, Inc. Oracle Database Update Rights/Product Technical Support; Effective 04/01/13 – 08/31/14	\$28,274.82	Information Technology
Ricoh Americas Corporation Production B/W System; 36 month lease		
Sirius Enterprise System Group CPU Upgrade	\$32,354.12	Information Technology

PERSONNEL – NEW EMPLOYEES & SEPARATIONS (PROFESSIONAL STAFF)

Ms. Sosa made a motion to approve the following resolution. Mr. Winn seconded the motion which was then unanimously approved.

NEW EMPLOYEES (PROFESSIONAL STAFF)			
<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PREVIOUS EMPLOYMENT</u>
Angle, Linneci	Coordinator I, Accounting	18-Mar-13	Business Manager for Floresville ISD
Garcia, Michael (Mike)	Security Administrator, IT	25-Mar-13	Network Engineer with The Centech Group

SEPARATIONS (PROFESSIONAL STAFF)			
<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
DuValle, Gregory	Graphics Designer II, Administrative Services	22-Feb-13	Resignation
Smith, Edwin	Coordinator II, LAN/WAN Engineering	9-Apr-13	Resignation
Woodiel, Kelly	Coordinator I, Instructional Support	22-Mar-13	Resignation

BE IT RESOLVED, That the Board of Directors confirms appointment of new employees to the ESC-20 professional staff and acknowledges the separation of employment of the ESC-20 professional staff.

PROPOSALS

Mr. Winn made a motion to approve the following resolution. Mr. Eckel seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors approves the following proposals:

- Proposal for Stock Forms
- Proposal for Custom Forms
- Proposal for Data Processing Labels Form
- Proposal for K-12 Online Library Resources for DKC
- Proposal for Special Education Management System

CREATION OF NEW CURRICULUM
SHARED SERVICE ARRANGEMENT

Mr. Carlson made a motion to approve the following resolution. Mr. Winn seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors authorizes the Executive Director to enter into an interlocal agreement for participation in a multi-regional curriculum shared service arrangement.

EXTENSION OF DEPOSITORY CONTRACT

Mr. Eckel made a motion to approve the following resolution. Mr. Carlson seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors approves the extension of the Depository Contract for an additional two-year period from September 1, 2013 to August 31, 2015.

CENTER CONTRIBUTION TO TRS
ACTIVECARE

Mr. Winn made a motion to approve the following resolution. Ms. Sosa seconded the motion which as then unanimously approved.

BE IT RESOLVED, That the Board of Directors establish a maximum health care contribution for the employee-only portion per month for the 2013-2014 fiscal year of \$325 for Plan 1-HD participants, and \$449 for Plan 2 and Plan 3 participants, pending legislative action.

TRS ActiveCare	Total Monthly Premium	Center Contribution Plan 1-HD \$325.00 Plans 2 & 3 \$449.00	Employee Monthly Cost
PLAN 1-HD			
EE	\$325.00	\$325.00	\$0.00
EE + SP	\$794.00	\$325.00	\$469.00
EE + CH	\$572.00	\$325.00	\$247.00
EE + FAM	\$1060.00	\$325.00	\$735.00
PLAN 2			
EE	\$529.00	\$449.00	\$80.00
EE + SP	\$1,203.00	\$449.00	\$754.00
EE + CH	\$841.00	\$449.00	\$392.00
EE + FAM	\$1,323.00	\$449.00	\$874.00
PLAN 3			
EE	\$796.00	\$449.00	\$347.00
EE + SP	\$1,810.00	\$449.00	\$1,361.00
EE + CH	\$1,269.00	\$449.00	\$820.00
EE + FAM	\$1,990.00	\$449.00	\$1,541.00

GUARANTEED LIFE & ACCIDENTAL
DEATH INSURANCE

Mr. Carlson made a motion to approve the following resolution. Mr. Eckel seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors approves providing \$20,000 of Life and Accidental Death and Dismemberment Insurance for employees who regularly work 18.75 hours/week or more, effective September 1, 2013 through August 31, 2016.

CENTER POLICY UPDATE

Mr. Winn made a motion to approve the following resolution. Ms. Sosa seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors has reviewed the Legal policy additions/revisions and has approved the revisions, additions, and deletions of the Local policies for inclusion in the Center Policy Manual.

HEAD START PROGRAM PLANS AND PROCEDURES FOR 2013-2014

Mr. Carlson made a motion to approve the following resolution. Ms. Sosa seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors has reviewed, provided input and approves the Head Start Program Plans & Procedures for 2013-2014.

HEAD START SELF-ASSESSMENT STRATEGIC IMPROVEMENT PLAN

Mr. Eckel made a motion to approve the following resolution. Mr. Winn seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors has reviewed, provided input and approves the Self-Assessment Strategic Improvement Plan Summary 2013.

HEAD START CONTINUATION AND TRAINING & TECHNICAL ASSISTANCE GRANT APPLICATIONS FOR 2013-2014

Mr. Carlson made a motion to approve the following resolution. Mr. Eckel seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors has provided input and approves the 2013-2014 Head Start Program Continuation and Training & Technical Assistance Grant Applications.

BOARD ELECTION – CANVASS ELECTION RESULTS

Mr. Eckel made a motion to approve the following resolution. Mr. Winn seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors declares Charles A. Carlson and Eunice Sosa elected to three-year terms beginning June 1, 2013.

2013-2014 CENTER HOLIDAY CALENDAR

Ms. Sosa made a motion to approve the following resolution. Mr. Winn seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors approves the following 2013-2014 Holiday Calendar for Education Service Center, Region 20.

**EDUCATION SERVICE CENTER, REGION 20
2013-2014 Holiday Calendar**

Labor Day	September 2, 2013
Thanksgiving	November 27-29, 2013
Winter Break	December 23–January 3, 2014
*M.L. King Day	January 20, 2014
Spring Break	March 10-14, 2014
Good Friday	April 18, 2014
*Battle of Flowers	April 25, 2014
Memorial Day	May 26, 2014
Independence Day	July 4, 2014
	Early Release (at 2:30)- 7/11, 7/18, 7/25

***Optional Holidays: Choice of M.L. King Day or Battle of Flowers**

FOR INFORMATION ONLY

- Investment Report
- Expenditures in Excess of \$25,000
- Evaluation by Regional Advisory Committee
- Head Start Policy Council Report
- Accounts Receivable
- Executive Director's Report
 - Open Forum Update
 - CSCOPE Update
 - Internal Staffing Changes
 - AESA Conference, December 4-7, 2013, JW Marriott Hill Country in San Antonio – Mark Your Calendar

ADJOURNMENT

There being no further business, the meeting adjourned at 3:39 p.m.

Approved: Mr. Mike Petter

Attested: Ms. Kay Franklin
