

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

June 27, 2018

The Board of Directors of Education Service Center, Region 20 met in regular session at 2:03 p.m. on Wednesday, June 27, 2018 in the ESC-20 Conference Center located at 1314 Hines Avenue in San Antonio, Texas. The Chairman, Mr. Mike Petter, presided and the following members were in attendance:

Ms. Kay Franklin, Secretary
Mr. Tom Winn, Member
Ms. Eunice Sosa Meyer, Member

Also present were:

Dr. Jeff Goldhorn, Executive Director
Dr. Carolyn Castillo, Deputy Director, Administrative & Instructional Services
Mr. Jeff Stone, Deputy Director, Business & Technology Services
Ms. Jennifer Carver, Associate Director, Information Technology
Mr. Paul Patillo, Chief Technology Officer, Technology Services
Ms. Ann Brownlee, Component Director, Human Resource Services
Ms. Briana Garcia, Coordinator III, Human Resource Services
Ms. Lynn Heatherly, Component Director, iTCCS Software Development
Ms. Sherry Marsh, Component Director, Special Education Services
Ms. Carol Morgan, Component Director, Head Start Services
Mr. Paul Neuhoff, Component Director, Financial Services
Mr. Wayne Parker, Component Director, Systems & Operations
Mr. Mike Peterson, Component Director, Technology Development & Facilities Services
Ms. Janna Poth, Component Director, Instructional Services
Mr. Charles Wimett, Component Director, Consulting Services
Mr. Americo Galdeano, Headstart Parent Liason
Ms. Jamie Dunevant, Assistant to the Executive Director

OATH OF OFFICE

Ms. Kay Franklin was administered the Oath of Office.

PROGRAM HIGHLIGHT – ESC-20 DATA PROTECTION

Mr. Paul Patillo provided information regarding the data security and protection program in place at ESC-20.

REORGANIZATION OF THE BOARD FOR 2018-2019

Ms. Sosa made a motion to keep the Board Chairman as Mr. Mike Petter and the Secretary as Ms. Kay Franklin, but nominated Mr. Tom Winn as Vice-Chairman. Mr. Winn seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approves the Board Officers for 2018-2019. Mr. Mike Petter, Chairman, Mr. Tom Winn, Vice-Chairman and Ms. Kay Franklin, Secretary.

MINUTES OF THE MAY 2, 2018 MEETING

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

BE IT RESOLVED, That the Board of Directors approves the minutes of the May 2, 2018 Board of Directors meeting.

BOARD OF DIRECTORS’ MEETING DATES FOR 2018-2019

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

BE IT RESOLVED, That the Board of Directors approves the Board meeting dates for 2018-2019.

AMENDMENTS TO THE 2017-2018 OFFICIAL BUDGET

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

BE IT RESOLVED, That the Board of Directors approves the 2017 – 2018 budget amendments reflected on the chart of the following pages.

CONTRACTS OVER \$25,000

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

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

ESC-20 IS PURCHASING THE FOLLOWING CONTRACTS

<u>Agency/School District</u>	<u>Contract Amount</u>	<u>Division</u>
Appdiction Studio, LLC Develop word game app for students in grades k-2, for use on both android and IOS devices. Design and integrate art work and animation provide by ESC-20. April 30, 2018 to August 31, 2018	\$31,700.00	AIS
Ashley Fest Writing Proofreading and editing for Creating Turnaround Educator Pipelines (CTEP) June 1, 2018 to July 9, 2018	\$25,875.00	AIS
Close Up Foundation Provide curriculum design, program implementation, logistics, transportation, accommodation services, speakers, secondary health and liability insurance, entrance fees and education resources and materials for Title III Immigrant Grant program to service up to 40 English Learner/Immigrant middle school students throughout ESC-20 districts August 15, 2018 to August 17, 2018	\$45,300.00	AIS
Jaime Carreon Video Production Services October 31, 2017 to May 31, 2018	\$33,950.00	AIS
SYFR Learning LLC Implement school improvement program based on the science of learning for ten campuses at San Antonio ISD October 17, 2017 to June 30, 2018	\$164,036.00	AIS
KForce Inc. Contractor to work as a Cobol Developer May 7, 2018 to August 31, 2018	\$49,713.68	TCC
Randstad Technologies LLC Contractor to work as a Cobol Developer April 23, 2018 to August 31, 2018	\$55,800.00	TCC

INTERLOCAL AGREEMENT

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

BE IT RESOLVED, That the Board of Directors approves the Interlocal Agreements.

PERSONNEL – NEW EMPLOYEES (PROFESSIONAL STAFF)

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

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

NEW EMPLOYEES (PROFESSIONAL STAFF)

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Previous Employment</u>
Flores, Anthony	*Systems Programmer I, TxEIS Data Center	16-Apr-2018	Technical Support Specialist, BD/Carefusion

*New Position

CENTER POLICY UPDATE - LOCAL

Ms. Sosa made a motion that the following resolution be approved. Mr. Winn seconded the motion which was unanimously approved.

BE IT RESOLVED, That the Board of Directors has reviewed and approved the Local policy addition and deletion for inclusion in the Center Policy Manual.

PROPOSALS

Mr. Winn made a motion that the following resolution be approved. Ms. Franklin seconded the motion which was unanimously approved.

BE IT RESOLVED, That the Board of Directors approves the proposals listed.

- Proposal for Speech and Related Services
- Renewal for Temporary Labor Services

SUPPLEMENTAL COMPENSATION FOR PROFESSIONAL 2018-2019

Ms. Sosa made a motion that the following resolution be approved. Ms. Franklin seconded the motion which was unanimously approved.

BE IT RESOLVED, That the Board of Directors approves the Center payment of supplemental compensation (\$250/\$500) to professional, active, contributing TRS members, to become effective September 1, 2018.

SALARY INCREAS FOR 2018-2019

Mr. Winn made a motion that the following resolution be approved. Ms. Franklin seconded the motion which was unanimously approved.

BE IT RESOLVED, That the Board of Directors approves the 2018-2019 salary increase of \$839,367.09 with an annual minimum increase of \$1,000 for full-time Center staff (prorated for part-time staff), except for positions which are frozen, to be become effective September 1, 2018.

**CENTER CONTRIBUTION TO TRS-
ACTIVE CARE HEALTH CARE FOR 2018-2019**

Ms. Franklin made a motion that the following resolution be approved. Mr. Winn seconded the motion which was 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 2018-2019 fiscal year of \$367.00 for Plan 1-HD participants, \$461.00 for Select Plan participants, and \$655.00 for Plan 2 participants, and Plan 2, Employee/Child increase to \$617.00.

**HEAD START COLA GRANT APPLICATIONS
FOR 2018-2019**

Ms. Sosa made a motion that the following resolution be approved. Mr. Winn seconded the motion which was unanimously approved.

BE IT RESOLVED, That the Board of Directors has provided input and approves the 2018-2019 Head Start Program COLA Grant Applications.

FOR INFORMATION ONLY ITEMS

Information was provided on the following items:

- Head Start Policy Council Reports
- Personnel – Separations (Professional Staff)
- Expenditures in Excess of \$25,000
- Investment Report
- Accounts Receivable
- 2018-2019 Budget Development
- 2018-2019 Center Products & Services Fees
- Executive Director’s Report

**BOARD VACANCY APPOINTMENT PROCESS
REVIEW**

Mr. Winn made a motion that the following resolution be approved. Ms. Franklin seconded the motion which was unanimously approved.

BE IT RESOLVED, That the Board of Directors reviewed the process and determined a timeline for appointing vacant positions. (BBB Legal/Local)

ADJOURNMENT

There being no further business, Ms. Sosa made a motion that the meeting be adjourned at 4:48 p.m. Ms. Franklin seconded the motion which was unanimously approved.

Board Chair

Board Secretary