

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

August 24, 2011

The Board of Directors of Education Service Center, Region 20 convened in a Board meeting at 6:15 p.m. on Wednesday, August 24, 2011, in the ESC-20 Conference Center located at 1314 Hines Avenue in San Antonio, Texas. The Chairman, Mr. Frederick E. Maples, Jr., presided and the following members were in attendance:

Mr. Mike Petter, Secretary
Mr. Tom T. Winn, Member
Ms. Kay Franklin, Member
Mr. Charles A. Carlson, Member
Ms. Eunice Sosa, Member
Mr. Alfredo Segura, Charter Representative

Also present were:

Dr. Ronny Beard, Executive Director, ESC-20
Dr. Richard Alvarado, Associate Director, Administrative & Instructional Services, ESC-20
Mr. John McCauley, Associate Director, Information Technology, ESC-20
Mr. Jeff Stone, Associate Director, Business & Human Resource Services, ESC-20
Dr. Michelle DeAtley, Component Director, Human Resource Services, ESC-20
Dr. Jeff Goldhorn, Component Director, Leadership & Instructional Services, ESC-20
Ms. Debby Hewitt, Component Director, School & Community Services, ESC-20
Ms. Harriett Jackson, Component Director, Infrastructure & Network Services, ESC-20
Ms. Sherry Marsh, Component Director, Special Education Support Services, ESC-20
Mr. Paul Neuhoff, Component Director, Financial Service, ESC-20
Mr. Mike Peterson, Component Director, Tech. Development & Facilities Services, ESC-20
Ms. Ann Brownlee, Coordinator I, Human Resource Services, ESC-20
Ms. Jan Dunevant, Executive Assistant, ESC-20

CONSENT AGENDA ITEMS

Mr. Petter made a motion that the following resolution be adopted. Ms. Sosa seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approves the minutes of the July 6, 2011 meeting with one correction on page 2 the second item the word “mad” to “made.”

BUDGET PACKET FOR 2011-2012

For Information Only. Mr. Paul Neuhoff reviewed all the pieces of the Budget Packet with the Board in addition to a review of the amended budget for 2010-2011 and the proposed final budget for 2011-2012.

**AMENDMENTS TO THE 2010-2011
OFFICIAL BUDGET**

Mr. Petter made a motion to adopt the following resolution. Mr. Winn seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approves the 2010-2011 budget amendments reflected in the agenda.

COMMITMENT OF FUND BALANCE

Mr. Winn 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 hereby establishes \$6,957,456 in commitments of its General Fund Balance.

**2010-2011 FINAL AMENDED
OFFICIAL BUDGET**

Ms. Franklin made a motion that the following resolution be adopted. Mr. Petter seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors be, and is hereby, authorized, in accordance with the requirements of applicable state law, to file with the Texas Education Agency an amended budget for Education Service Center, Region 20, for the fiscal year 2010-2011, ending August 31, 2011. The 2010-2011 Final Amended Official Budget may be found following the minutes.

**2011-2012 PROPOSED OFFICIAL
BUDGET**

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

BE IT RESOLVED, That the estimates of revenue and expenditures as presented for the fiscal year beginning September 1, 2011, and ending August 31, 2012, are approved and adopted by the Board of Directors as the Official Estimated Budget for said fiscal year for Education Service Center, Region 20 on this the seventeenth day of August 2011; and

BE IT FURTHER RESOLVED, That the expenditures for Education Service Center, Region 20 be contained within the limits of the Estimated Budget. The 2011-2012 Proposed Official Budget may be found following the minutes.

SALARY SCHEDULE FOR 2011-2012

Mr. Petter made a motion that the following resolution be adopted. Ms. Sosa seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approves the 2011-2012 Salary Schedule to become effective September 1, 2011 with no percentage increase.

CONTRACTS OVER \$25,000

Mr. Winn made a motion to adopt the following resolution. Ms. Sosa seconded the motion and it carried unanimously.

Sirius Enterprise System Group
Solution Proposal: IBM & Mainframe
Products

\$464,217.25 Information Technology

Sistema Technologies
Consulting Services – July 20, 2011
through August 31, 2011

\$25,000.00 Information Technology

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

PERSONNEL – NEW EMPLOYEES & SEPARATIONS

Mr. Petter made a motion to adopt the following resolution. Mr. Carlson seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors confirms the appointment of the person named below to the professional staff of ESC-20:

Kelts, Erin Meredith Educational Specialist 08-Aug-11 Instructor - Prince George’s Coun
Public Schools, Maryland

BE IT ALSO RESOLVED, That the Board of Directors acknowledges the separation of employment by the following professional staff of ESC-20:

Avila, Pedro	Educational Specialist	29-Jul-11	Job Eliminated
Garcia, Ida T.	Educational Specialist	29-Jul-11	Job Eliminated
Seki, Vivian J.	Manager, Braille Operations	30-Jun-11	Resignation

WORKERS’ COMPENSATION

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

BE IT RESOLVED, That the Board of Directors approves the Interlocal Participation for Workers’ Compensation coverage and services for 2011-2013 to become effective September 1, 2011.

PROPOSALS

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

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

- PROPOSAL FOR LIVING SCIENCE MATERIALS**
- PROPOSAL FOR W-2 FORMS**
- PROPOSAL FOR GENERAL MAINTENANCE - REPAIRS**
- RENEWAL PROPOSAL FOR INSURANCE**

POLICY UPDATE 16 – LEGAL & LOCAL

Mr. Petter 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 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.

BOARD MEETING DATES FOR 2011-2012

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 Board meeting dates for 2011-2012.

October 26, 2011	2:00 p.m.
December 14, 2011	2:00 p.m.
February 22, 2012	2:00 p.m.
May 2, 2012 (This is a luncheon at 11:30 with our superintendents. The board meeting follows lunch)	1:30 p.m.
June 27, 2012	2:00 p.m.
August 22, 2012	
Budget Work Session	4:00 p.m.
Public Hearing	5:00 p.m.
Regular Meeting	6:00 p.m.

FOR INFORMATION ONLY

The following items were listed for information only:

- Investment Report
- Expenditures in Excess of \$25,000
- Accounts Receivable
- Executive Director’s Report

ADJOURNMENT

There being no further business, the meeting adjourned at 7:09 p.m.

Approved: Mr. Maples:

Attested: Mr. Petter:

EDUCATION SERVICE CENTER, REGION 20

2010-2011
Amended Official Budget
(General Fund Only)

Line	Description	100 General Fund	Percentage
	Revenues:		
	5700 - Local Revenue	15,965,674	83.10%
	5800 - State Revenue	2,675,245	13.82%
	5900 - Federal Revenue	572,000	2.98%
A	Total Revenues	\$ 19,212,919	100.00%
	Expenditures:		
	11 - Instruction	312,238	1.52%
	12 - Instructional Resources and Media	1,187,927	5.78%
	13 - Curriculum and Staff Development	3,523,364	17.14%
	21 - Instructional Administration	572,964	2.79%
	41 - General Administration	1,878,217	9.14%
	51 - Plant Maintenance and Operations	972,433	4.73%
	52 - Security and Monitoring	-	0.00%
	53 - Data Processing	2,916,155	14.19%
	61 - Community Services	34,350	0.17%
	62 - LEA Administrative Support Services	5,213,011	25.36%
	71 - Debt Service	-	0.00%
	81 - Facilities Acquisition and Construction	972,000	4.73%
	93 - Shared Services Payments	2,975,946	14.48%
B	Total Expenditures	\$ 20,558,605	100.00%
C	Excess Revenue (Expenditures) [A-B]	\$ (1,345,686)	
	Other Resources (Non-Operational):		
	7912 Sale of Property	1,000	
	7915 Operating Transfers In	867,000	
	7915 Equity Transfers In	-	
D	Total Other Resources	\$ 868,000	
	Other Uses (Non-Operational):		
	8911 Operating Transfers Out	45,000	
	8999 Equity Transfers Out	-	
E	Total Other Uses	\$ 45,000	
F	Excess Resources (Uses) [D-E]	\$ 823,000	
G	Excess Resources/Revenues (Expenditures/Uses) [C+F]	\$ (522,686)	
H	Beginning Fund Equity	9,634,209	
I	Equity Adjustments	\$ -	
J	Ending Fund Equity [G+H+I]	\$ 9,111,523	

EDUCATION SERVICE CENTER, REGION 20
2011-2012 Proposed Budget
(General Fund Only)

Line	Description	100 General Fund	Percentage
	Revenues:		
	5700 - Local Revenue	\$ 16,267,894	89.28%
	5800 - State Revenue	1,437,000	7.89%
	5900 - Federal Revenue	517,000	2.84%
A	Total Revenues	\$ 18,221,894	100.01%
	Expenditures:		
	11 - Instruction	\$ 684,825	3.65%
	12 - Instructional Resources and Media	2,506,652	13.34%
	13 - Curriculum and Staff Development	2,605,247	13.87%
	21 - Instructional Leadership	640,089	3.41%
	41 - General Administration	1,537,755	8.19%
	51 - Plant Maintenance and Operations	809,255	4.31%
	52 - Security and Monitoring	-	0.00%
	53 - Data Processing	2,409,888	12.83%
	61 - Community Services	8,486	0.05%
	62 - LEA Administrative Support Services	4,583,899	24.41%
	71 - Debt Services	-	0.00%
	81 - Facilities Acquisition and Construction	371,640	1.98%
	93 - Shared Services Payments	2,627,535	13.99%
B	Total Expenditures	\$ 18,785,271	100.03%
C	Excess Revenue (Expenditures) [A-B]	\$ (563,377)	
	Other Resources (Non-Operational):		
	7912 Sale of Equipment	\$ 1,000	
	7915 Operating Transfers In	228,500	
D	Total Other Resources	\$ 229,500	
	Other Uses (Non-Operational):		
	8911 Operating Transfers Out	\$ 45,000	
E	Total Other Uses	\$ 45,000	
F	Excess Resources (Uses) [D-E]	\$ 184,500	
G	Excess Resources/Revenues (Expenditures/Uses) [C+F]	\$ (378,877)	
H	Beginning Fund Equity	\$ 9,111,523	
I	Equity Adjustments	\$ -	
J	Ending Fund Equity [G+H+I]	\$ 8,732,646	