

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

June 27, 2012

The Board of Directors of Education Service Center, Region 20 met in regular session at 2:08 p.m. on Wednesday, June 27, 2012 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. Ronald W. Eckel, Vice Chairman  
Mr. Mike Petter, Secretary  
Mr. Tom Winn, Member  
Ms. Kay Franklin, Member  
Mr. Charles A. Carlson, Member  
Ms. Eunice Sosa, Member

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  
Ms. Sheila Collazo, Component Director, School Support Services, ESC-20  
Dr. Jeff Goldhorn, Component Director, Leadership & Instructional Services, ESC-20  
Dr. Harriett Jackson, Component Director, Infrastructure & Network Services, ESC-20  
Ms. Beverly Meyer, Component Director, Consulting Services, ESC-20  
Ms. Carol Morgan, Component Director, Head Start Services, ESC-20  
Ms. Pat Nickle, Component Director, Consulting Services, ESC-20  
Ms. Katheryn Ivy, Head Start Policy Council Representative  
Ms. Jan Dunevant, Assistant to the Executive Director, ESC-20

OATH OF OFFICE

Mr. Frederick E. Maples, Jr., Mr. Ronald W. Eckel and Ms. Kay Franklin were administered the Oath of Office.

PROGRAM HIGHLIGHT

Dr. Rick Alvarado provided an overview of the new TASA Visioning document and how it will affect the Center.

REORGANIZATION OF THE BOARD  
FOR 2012-2013

After Mr. Maples announced that he would step down from the Chairman position, Mr. Carlson made a motion that Chairman position be filled by Mike Petter. Mr. Winn seconded the motion and it was unanimously approved. Mr. Winn made a motion that Mr. Ronnie Eckel remain in the Vice Chairman position, Mr. Carlson seconded the motion which was unanimously approved. Mr. Carlson made a motion that Kay Franklin fill the Secretary position vacated by Mike Petter. Mr. Eckel seconded the motion which was unanimously approved.

MINUTES OF THE MAY 2, 2012  
MEETING

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 minutes of the May 2, 2012 meeting.

BOARD LIAISON FOR HEAD START  
POLICY COUNCIL

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

BE IT RESOLVED, That the Board of Directors approves Mr. Charles A. Carlson as the Head Start Policy Council Board Liaison for the 2012-2013 year.

AMENDMENTS TO THE 2011-2012  
OFFICIAL BUDGET

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

BE IT RESOLVED, That the Board of Directors approves the 2011-2012 budget amendments.

ADDITION TO THE SPECIAL REVENUE  
FUND

Mr. Eckel 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 addition to the Special Revenue Fund.

CONTRACTS OVER \$25,000

Ms. Franklin made a motion to approve the following resolution. Mr. Maples seconded the motion which was 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>
<b>ESC-20 IS PURCHASING SERVICES ON THE FOLLOWING CONTRACTS</b>		
<b>High Scope Educational Foundation</b> PCC Training (Oct., 2012 – July, 2013)	\$62,700.00	Administrative and Instructional Services
<b>Education Service Center, Region One</b> Project SMART/Masters Programming	\$26,000.00	Administrative and Instructional Services
<b>Praxis w/Integrity Consulting</b> “Nurturing” Program Training	\$49,223.00	Administrative and Instructional Services
<b>RK Group, Inc.</b> Catering Services-Head Start “Pre-Service Training	\$25,101.00	Administrative and Instructional Services
<b>Floyd Thomas, LLC</b> Yr. 3 of Contract – Mainframe Operating Systems	\$107,526.66	Information Technology

**PERSONNEL – NEW EMPLOYEES & SEPARATIONS (PROFESSIONAL STAFF)**

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

BE IT RESOLVED, That the Board of Directors confirms the appointment to the professional staff of ESC-20.

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PREVIOUS EMPLOYMENT</u>
Andruzzi, Sally	Student Services, Consulting Services	21-May-12	Training Manager/Lead Software Support with Region 10
Harris, Charlotte Smith	Financial Services Cooperative	24-Apr-12	Accountant/Payroll Clerk with Burnett Staffing
Stroman, Cynthia	Business Maintenance, iTCCS	1-June-12	Consultant with KForce

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

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Nilsson, Barbara Jean	Analyst Programmer, J2EE	30-Apr-12	Termination
Sobol, Blake Erickson	Component Director	TxEIS Programming Services	Resignation

**STATE BOARD FOR EDUCATOR CERTIFICATION (SBEC) NOTIFICATION)**

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

BE IT RESOLVED, That the Board of Directors approves the report filed with the Executive Director of the State Board for Educator Certification (SBEC) indicating that an applicant for or holder of a certificate issued under Chapter 21, Subchapter B of the Education Code ha a reported criminal history.

PROPOSAL

Mr. Eckel made a motion that the following resolution be approved. Mr. Maples seconded the motion which was unanimously approved.

BE IT RESOLVED, That the Board of Directors approves the renewal of the multiple award of the proposal for temporary labor services to Burnett Staffing, Labor on Demand, TEK Systems, Trinity Staffing and US Tech Solutions for an estimated amount of \$110,000.

SALARY INCREASE FOR 2012-2013

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

BE IT RESOLVED, That the Board of Directors approves the 2012-2013 salary increase of \$634,114. (approximately .54% due to benchmarking and 2.46% for general salary increases) to become effective September 1, 2012.

EXECUTIVE DIRECTOR TRAVEL SUPPLEMENT

Ms. Franklin made a motion that the following resolution be approved. Ms. Sosa seconded the motion which was approved with Mr. Eckel opposing.

BE IT RESOLVED, That the Board of Directors approves the inclusion of the \$5,000 travel supplement into the Executive Director's salary beginning July 1, 2012 and eliminate the travel supplement.

CENTER POLICY UPDATE

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

BE IT RESOLVED, That the Board of Directors has reviewed and adopted the Local Policy revisions (DC Local, Employment Practices & DP Local, Personnel Positions) for inclusion in the Center Policy Manual, repealing all previous versions.

HEAD START CHILD RECRUITMENT & SELECTION PROCESS (PLAN)

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

BE IT RESOLVED, That the Board of Directors has provided input and approves the Child Recruitment & Selection Process (Plan) for 2012.

HEAD START SELECTION CRITERIA MATRIX

Mr. Eckel made a motion that the following resolution be approved. Mr. Maples seconded the motion which was unanimously approved.

BE IT RESOLVED, That the Board of Directors has provided input and approves the Eligibility Criteria Selection Survey for 2012.

HEAD START GRANT APPLICATION

Mr. Carlson 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 has provided input and approves the 2013-2014 Head Start Program Grant Application (City of San Antonio (including Bexar County, Texas).

INFORMATION ONLY ITEMS

Information was provided on the following items:

- Investment Report
- Expenditures in Excess of \$25,000
- Programs & Services Fees for 2012-2013
- Head Start Policy Council Report
- Head Start End of Year Child Outcomes Summary Report
- 2012-2013 Budget Development
- Accounts Receivable
- Executive Director's Report

EXECUTIVE SESSION – EVALUATION OF EXECUTIVE DIRECTOR

The Board chose not to move into Executive Session

ACTION CONSIDERED IN EXECUTIVE SESSION

No Action

ADJOURNMENT

There being no further business, the meeting adjourned at 4:38 p.m.

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Board Chair

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Board Secretary