

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

December 14, 2016

The Board of Directors of Education Service Center, Region 20 convened in a Board meeting at 2:04 p.m. on Wednesday, December 14, 2016, 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:

Mr. Charles Carlson, Vice-Chairman
Ms. Kay Franklin, Secretary
Mr. Tom Winn, Member
Ms. Irene Rodríguez-Dubberly, Member
Ms. Eunice Sosa, Member
Ms. Beverly Meyer, Member
Mr. Daniel Amador, Charter Representative

Also present were:

Dr. Jeff Goldhorn, Executive Director
Dr. Carolyn Castillo, Associate Director, Administrative & Instructional Services
Ms. Judi Sparks, Associate Director, Information Technology
Mr. Jeff Stone, Associate Director, Business & Human Resource Services
Ms. Ann Brownlee, Component Director, Human Resources
Ms. Yvette Gomez, Component Director, School Support Services
Ms. Lynn Heatherly, Component Director, iTCCS Programming Services
Ms. Harriett Jackson, Component Director, Infrastructure and Network 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. Nicole Smith, Component Director, School and Community Services
Mr. Charles Wimett, Component Director, Consulting Services
Ms. Jamie Dunevant, Executive Assistant

AUDIT PRESENTATION

Ms. Kim Roach with Armstrong, Vaughan & Associates, P.C. provided an overview of the 2015-2016 audit. (Information Only)

MASTER FACILITY PLAN

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 has reviewed and provided input to the ESC-20 Master Facility Plan, and has directed Dr. Jeff Goldhorn, Executive Director, to prioritize and implement the plan as presented.

COMMITMENT OF FUND BALANCE

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

BE IT RESOLVED that the Board of Directors hereby establishes \$143,876 of non-spendable fund balance and \$10,259,916 in commitments of its General Fund Balance.

2015-2016 AUDIT REPORT

Ms. Sosa made a motion that the following resolution be adopted. Ms. Rodríguez-Dubberly seconded the motion and it carried unanimously.

BE IT RESOLVED, That the audit report submitted by Armstrong, Vaughan & Associates, P. C., independent auditors for the Board of Directors for the fiscal year ended August 31, 2016, be and is hereby approved and accepted.

MINUTES OF THE OCTOBER 26, 2016 MEETING

Ms. Meyer 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 October 26, 2016 Board of Directors meeting.

AMENDMENTS TO THE 2016-2017 OFFICIAL BUDGET

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

BE IT RESOLVED, That the Board of Directors approves the 2016-2017 budget amendments reflected in the agenda.

ADDITION TO SPECIAL REVENUE

Ms. Rodríguez-Dubberly made a motion that the following resolution be adopted. Ms. Franklin seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approve the addition to the Special Revenue Fund.

CONTRACTS OVER \$25,000

Mr. Winn 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 contracts over \$25,000.

PERSONNEL – NEW EMPLOYEES AND SEPARATIONS (PROFESSIONAL STAFF)

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

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

NEW EMPLOYEES (PROFESSIONAL STAFF)

NAME	ASSIGNMENT	EFFECTIVE DATE	PREVIOUS EMPLOYMENT
Infante, Antonio	Systems Programmer I, TxEIS Data Center	7-Nov-2016	User Support Analyst with Trinity University
Srivastava, Priyanka	Java Developer	1-Nov-2016	Independent Contractor with ESC-20
Young, Jay	Coordinator II, PEIMS	1-Nov-2016	Student Information Management Specialist with ESC-2

SEPARATIONS (PROFESSIONAL STAFF)

NAME	ASSIGNMENT	EFFECTIVE DATE	REASON
Guadiano, Nanette, Claude	Educational Specialist, English, Language Arts/Reading Instructional Coach	21-Oct-2016	Resignation

PROPOSALS

Ms. Rodríguez-Dubberly made a motion that the following resolution be adopted. Mr. Winn seconded the motion and it carried unanimously.

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

Proposal for Specialty Printing
Proposal for Lawn Maintenance
Proposal for PACE Purchasing Cooperative for Instructional & Classroom
Proposal for PACE Purchasing Cooperative for Job Order Contracting
Proposal for PACE Purchasing Cooperative for Truck Beds

INTER-LOCAL AGREEMENTS

Mr. Carlson 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 Inter-local Agreement between Education Service Center, Region 20 and Spring Branch Independent School District.

2017 BOARD ELECTION

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

BE IT RESOLVED, That the Board of Directors authorizes the Executive Director to conduct a board of election and if the election is uncontested, the Executive Director may determine that no election be held and declare the unopposed candidates elected to office. The Center shall notify the Commissioner of Education the results of an election, whether contested or uncontested.

FOR INFORMATION ONLY ITEMS

- Head Start Policy Council Reports
- Expenditures in Excess of \$25,000
- Investment Report
- Accounts Receivable
- Executive Director's Report

EXECUTIVE DIRECTOR PERFORMANCE EVALUATION, 2016-2017

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

BE IT RESOLVED, That the Board of Directors has provided input and approval for the Executive Director Performance Evaluation, 2016-2017.

ADJOURNMENT

There being no further business, Mr. Winn made a motion to adjourn this meeting. Ms. Meyer seconded the motion and the meeting adjourned at 4:05 p.m.

Approved: Board Chairman

Attested: Board Secretary