

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

October 25, 2017

The Board of Directors of Education Service Center, Region 20 convened in a Board meeting at 2:01 p.m. on Wednesday, October 25, 2017, 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
Ms. Irene Rodríguez-Dubberly, Member
Ms. Eunice Sosa, Member
Ms. Beverly Meyer, Member
Mr. Alfredo Segura, Charter Representative

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, Texas Computer Cooperative
Mr. Paul Patillo, Chief Technology Officer, Technology Services
Ms. Ann Brownlee, Component Director, Human Resources
Ms. Yvette Gomez, Component Director, School Support Services
Ms. Lynn Heatherly, Component Director, iTCCS Software Development
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. David Rodriguez, Component Director, TxEIS Software Development
Ms. Nicole Smith, Component Director, Schools & Community Service
Ms. Melody Bodner, Head Start Policy Council Representative
Ms. Katherine Ivey, Head Start Policy Council Representative
Ms. Jamie Dunevant, Executive Assistant

PROGRAM HIGHLIGHT – REGIONAL FIBER PROJECT

Mr. Paul Patillo provided information regarding the regional fiber project ESC-20 is preparing to launch.

MINUTES OF THE AUGUST 23, 2017 BUDGET WORK SESSION MEETING

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, as submitted, the minutes of the Board of Directors Budget Work Session meeting on August 23, 2017.

**MINUTES OF THE
AUGUST 23, 2017 BOARD HEARING MEETING**

Ms. Meyer 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 approves, as submitted, the minutes of the Board of Directors Board Hearing meeting on August 23, 2017.

**MINUTES OF THE
AUGUST 23, 2017 REGULAR BOARD MEETING**

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

BE IT RESOLVED, That the Board of Directors approves, as submitted, the minutes of the Board of Directors Regular Board meeting on August 23, 2017.

**AMENDMENTS TO THE 2017-2018 OFFICIAL
BUDGET**

Ms. Meyer 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 2017-2018 budget amendments reflected in the agenda.

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

Ms. Franklin 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 professional staff hired by ESC-20.

NEW EMPLOYEES (PROFESSIONAL STAFF)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PREVIOUS EMPLOYMENT</u>
De Los Santos, Maggie	Educational Specialist, Bilingual/ESL	21-Aug-2017	2nd Grade Bilingual Teacher, Killeen ISD
Ruiz-Morin, Monica	Educational Specialist, Food and Nutrition Services	18-Sep-2017	Food and Nutrition Specialist, ESC Region 2
Zamrik, Eimad	*Senior Web Developer	05-Sep-2017	Principle Engineering Consultant, Evolutionary Technologies

***New Position**

CONTRACTS OVER \$25,000

Ms. Sosa 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 approves the contracts over \$25,000 reflected in the agenda.

**BEXAR COUNTY HEAD START CONTINUATION
AND TRAINING & TECHNICAL ASSISTANCE
GRANT APPLICATIONS FOR 2018-2019**

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 has provided input and approves the 2018-2019 Bexar County Head Start Program Continuation and Training & Technical Assistance Grant Applications.

**BEXAR COUNTY HEAD START PROGRAM
PHILOSOPHY, GOALS, AND OBJECTIVES**

Ms. Rodríguez-Dubberly 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 has reviewed, provided input and approves the Bexar County Head Start Program Philosophy, Goals and Objectives for 2017 - 2018.

**HEAD START SELF ASSESSMENT ACTION PLAN
FOR 2017-2018**

Ms. Sosa 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, provided input and approves the Self-Assessment Action Plan for Bexar County and Tri-County Head Start programs for 2017-2018.

PROPOSALS

Ms. Rodríguez-Dubberly 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 proposals listed:

- Renewal Proposal for Temporary Security Staffing
- Renewal Proposal for Janitorial Services

INTER-LOCAL AGREEMENT

Ms. Franklin 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 Inter-Local Agreement reflected in the agenda.

CENTER POLICY UPDATE – Local

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 has reviewed the Local policy additions/ revisions and has approved the revisions, additions, and deletions of the Local policies for inclusion in the Center Policy Manual.

FOR INFORMATION ONLY ITEMS

- Head Start Policy Council Report
- Head Start Governing Body Roles and Responsibilities Training
- Personnel - Separation
- Expenditures in Excess of \$25,000
- Investment Report
- Accounts Receivable
- Executive Director's Report

**EXECUTIVE DIRECTOR PERFORMANCE
EVALUATION, 2017-2018**

Ms. Meyer made a motion that the following resolution be adopted. Ms. Rodríguez-Dubberly 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, 2017-2018.

ADJOURNMENT

There being no further business, Ms. Franklin made a motion to adjourn this meeting. Ms. Sosa seconded the motion and the meeting adjourned at 4:22 p.m.

Approved: Board Chairman

Attested: Board Secretary