

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

August 25, 2010

The Board of Directors of Education Service Center, Region 20 convened in a Board meeting at 6:25 p.m. on Wednesday, August 25, 2010, in the ESC-20 Conference Center located at 1314 Hines Avenue in San Antonio, Texas. The Vice Chairman, Dr. Ismael Sosa, Jr., presided and the following members were in attendance:

Mr. Mike Petter, Secretary
Mr. Tom T. Winn, Member
Mr. Ronald W. Eckel, Member
Ms. Kay Franklin, Member
Mr. Charles A. Carlson, 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 Service, 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
Ms. Carol Morgan, Component Director, Head Start Services ESC-20
Mr. Ed Smith, Coordinator II, Infrastructure & Network Services, ESC-20
Ms. Jan Dunevant, Executive Assistant, ESC-20

CONSENT AGENDA ITEMS

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 Board of Directors approves all items listed on the consent agenda.

- Minutes of the June 23, 2010 Meeting
- Minutes of the July 7, 2010 Special Meeting
- Amendments to the 2009-2010 Office Budget
- Additions to Special Revenue
- Contracts Over \$10,000
- Personnel – New Employees & Separations (Professional Staff)
- Letters to State Board for Educator Certification
- Board of Directors' Meeting Dates for 2010-2011
- TexPool Resolution Amendment

- Proposals
 - Proposals
 - For Living Science Materials
 - For Toilet Room Renovations – Building 3
 - For W-2 Forms
 - Renewals
 - For Insurance
 - For Microfiche Services
 - For General Maintenance – Repairs

APPROVAL OF MINUTES FOR THE AUGUST 2, 2010 SPECIAL MEETING

Mr. Petter made a motion to approve the minutes for the August 2, 2010 Special meeting changing Dr. Beard’s starting date to August 16 instead of August 10. Mr. Eckel seconded the motion, which carried unanimously.

BUDGET PACKET FOR 2010-2011

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 2009-2010 and the proposed final budget for 2010-2011.

RESERVE OF FUND BALANCE

Mr. Petter 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 increasing reserves to a total of \$5,292,381.

2009-2010 FINAL AMENDED OFFICIAL BUDGET

Mr. Eckel 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 2009-2010, ending August 31, 2010. The Final Amended Official Budget follows as an attachment to the minutes.

2010-2011 PROPOSED OFFICIAL BUDGET

Mr. Eckel 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, 2010, and ending August 31, 2011, 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 twenty-fifth day of August 2010; and

BE IT FURTHER RESOLVED, That the expenditures for Education Service Center, Region 20 be contained within the limits of the Estimated Budget. The 2010-2011 Final Proposed Official Budget follows as an attachment to the minutes.

SALARY SCHEDULE FOR 2010-2011

Mr. Petter 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 2010-2011 Salary Schedule to become effective September 1, 2010 allowing for a 2.5% increase along with the expenditure of up to \$9,066 in dedicated fund balance to provide all employees on the salary matrix with a minimum \$800 annualized salary increase.

FOR INFORMATION ONLY

The following items were listed for information only:

- Expenditures in Excess of \$10,000
- Investment Report
- Head Start Policy Council Report
- Accounts Receivable
- Executive Director's Report

ADJOURNMENT

There being no further business, the meeting adjourned at 6:50 p.m.

APPROVED:

ATTESTED:

EDUCATION SERVICE CENTER, REGION 20

2009-2010
Amended Official Budget
(General Fund Only)

Line	Description	100 General Fund	Percentage
	Revenues:		
	5700 - Local Revenue	16,676,390	84.19%
	5800 - State Revenue	2,618,617	13.22%
	5900 - Federal Revenue	512,000	2.59%
A	Total Revenues	\$ 19,807,007	100.00%
	Expenditures:		
	11 - Instruction	289,568	1.42%
	12 - Instructional Resources and Media	1,076,233	5.28%
	13 - Curriculum and Staff Development	3,834,285	18.74%
	21 - Instructional Administration	523,370	2.56%
	41 - General Administration	2,041,697	9.98%
	51 - Plant Maintenance and Operations	900,174	4.40%
	52 - Security and Monitoring	-	0.00%
	53 - Data Processing	3,288,530	16.08%
	61 - Community Services	21,435	0.11%
	62 - LEA Administrative Support Services	4,973,887	24.32%
	71 - Debt Service	-	0.00%
	81 - Facilities Acquisition and Construction	103,942	0.51%
	93 - Shared Services Payments	3,402,768	16.64%
B	Total Expenditures	\$ 20,455,889	100.00%
C	Excess Revenue (Expenditures) [A-B]	\$ (648,882)	
	Other Resources (Non-Operational):		
	7912 Sale of Property	1,000	
	7915 Operating Transfers In	200,000	
	7915 Equity Transfers In	-	
D	Total Other Resources	\$ 201,000	
	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]	\$ 156,000	
G	Excess Resources/Revenues (Expenditures/Uses) [C+F]	\$ (492,882)	
H	Beginning Fund Equity	8,392,337	
I	Equity Adjustments	\$ -	
J	Ending Fund Equity [G+H+I]	\$ 7,899,455	

EDUCATION SERVICE CENTER, REGION 20
2010-2011 Proposed Budget
(General Fund Only)

Line	Description	100 General Fund	Percentage
	Revenues:		
	5700 - Local Revenue	\$ 14,096,253	82.32%
	5800 - State Revenue	2,515,695	14.69%
	5900 - Federal Revenue	512,000	2.99%
A	Total Revenues	\$ 17,123,948	100.00%
	Expenditures:		
	11 - Instruction	\$ 309,978	1.78%
	12 - Instructional Resources and Media	1,036,279	5.95%
	13 - Curriculum and Staff Development	2,970,420	17.05%
	21 - Instructional Leadership	583,057	3.35%
	41 - General Administration	1,691,809	9.71%
	51 - Plant Maintenance and Operations	967,613	5.56%
	52 - Security and Monitoring	-	0.00%
	53 - Data Processing	2,758,338	15.84%
	61 - Community Services	46,475	0.27%
	62 - LEA Administrative Support Services	4,284,215	24.61%
	71 - Debt Services	-	0.00%
	81 - Facilities Acquisition and Construction	364,211	2.09%
	93 - Shared Services Payments	2,405,945	13.81%
B	Total Expenditures	\$ 17,418,340	100.02%
C	Excess Revenue (Expenditures) [A-B]	\$ (294,392)	
	Other Resources (Non-Operational):		
	7912 Sale of Equipment	\$ 1,000	
	7915 Operating Transfers In	180,000	
D	Total Other Resources	\$ 181,000	
	Other Uses (Non-Operational):		
	8911 Operating Transfers Out	\$ 45,000	
E	Total Other Uses	\$ 45,000	
F	Excess Resources (Uses) [D-E]	\$ 136,000	
G	Excess Resources/Revenues (Expenditures/Uses) [C+F]	\$ (158,392)	
H	Beginning Fund Equity	\$ 7,899,455	
I	Equity Adjustments	\$ -	
J	Ending Fund Equity [G+H+I]	\$ 7,741,063	