

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

October 26, 2016

The Board of Directors of Education Service Center, Region 20 convened in a Board meeting at 2:01 p.m. on Wednesday, October 26, 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. Mayra De Hoyos, Component Director, Communications and Business Cooperatives  
Ms. Yvette Gomez, Component Director, School Support 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. Janna Poth, Component Director, Instructional Services  
Ms. Kimberley Baumgardner, Educational Specialist  
Mr. Americo Galdeano, Head Start Policy Council Representative  
Mr. Jeff Petter  
Ms. Nikki Aktines, Administrative Assistant, Information Technology

**PROGRAM HIGHLIGHT – FAMILY  
ENGAGEMENT**

Ms. Kimberly provided information regarding the Family Engagement program.

**MINUTES OF THE AUGUST 18, 2016 SPECIAL  
CALL MEETING**

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 approves, as submitted, the minutes of the Board of Directors Special Call meeting on August 18, 2016.

**MINUTES OF THE  
AUGUST 24, 2016 BUDGET WORK SESSION  
MEETING**

Mr. Carlson 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, as submitted, the minutes of the Board of Directors Budget Work Session meeting on August 24, 2016.

**MINUTES OF THE  
AUGUST 24, 2016 BOARD HEARING MEETING**

Mr. Winn 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 Board Hearing meeting on August 24, 2016.

**MINUTES OF THE  
AUGUST 24, 2016 REGULAR BOARD MEETING**

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, as submitted, the minutes of the Board of Directors Regular Board meeting on August 24, 2016.

**AMENDMENTS TO THE 2016-2017 OFFICIAL  
BUDGET**

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 2016-2017 budget amendments reflected in the agenda.

**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)**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE DATE</u></b>	<b><u>PREVIOUS EMPLOYMENT</u></b>
Kloberdanz, Kathryn	Educational Specialist, Dyslexia and Related Disorders	26-Sep-2016	Coordinator of Dyslexia Services with Ft Worth ISD
Romero, Edward	Consultant, Business Services	6-Sep-2016	Lead Buyer/TxEIS Security Administrator with Edgewood ISD

**SEPARATIONS (PROFESSIONAL STAFF)**

<b><u>NAME</u></b>	<b><u>ASSIGNMENT</u></b>	<b><u>EFFECTIVE DATE</u></b>	<b><u>REASON</u></b>
Allen, Claude	Systems Programmer II, iTCCS Web Applications	12-Sep-2016	Resignation
Beard, Ronald	Executive Director	31-Aug-2016	Retirement
Gallegos, Samantha	Coordinator III, School Support	12-Aug-2016	Resignation
Jonas, Genevieve	Program Director, TEXAS 20 Cooperative	31-Aug-2016	Retirement
Rhodes Pruin, Jill	Administrative Specialist, School Leadership	23-Sep-2016	Resignation
Tschirhart, Brian	Senior Java Developer	9-Sep-2016	Resignation

**CONTRACTS OVER \$25,000**

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 approves the contracts over \$25,000.

**BEXAR COUNTY HEAD START CONTINUATION AND TRAINING & TECHNICAL ASSISTANCE GRANT APPLICATIONS FOR 2017-2018**

Mr. Carlson 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 approves the 2017-2018 Bexar County Head Start Program Continuation and Training & Technical Assistance Grant Applications.

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

Ms. Franklin 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 reviewed, provided input and approves the Bexar County Head Start Program Philosophy, Goals and Objectives for 2016 - 2017.

**PROPOSALS**

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 proposals listed:

- Proposal for Temporary Security Staffing
- Proposal for PACE Purchasing Cooperative for Retail Supplies
- Proposal for PACE Purchasing Cooperative for Carpet, Flooring
- Renewal Proposal for Electrical & Cabling Service
- Renewal Proposal for HVAC & Plumbing Service

**INTER-LOCAL AGREEMENTS**

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 Inter-Local Agreements.

**CENTER POLICY UPDATE – Local**

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 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**

- Introduction of Head Start Policy Council Representative
- Head Start Policy Council Reports
- Head Start Governing Body Roles and Responsibilities Training
- Head Start Internal Dispute Resolution – Impasse Process
- Head Start Policy Council Selection Procedure
- Expenditures in Excess of \$25,000
- State Board for Educator Certification Notification
- Investment Report
- Accounts Receivable
- Executive Director’s Report

**EXECUTIVE DIRECTOR PERFORMANCE EVALUATION, 2016-2017**

No Action was taken. This topic will be reevaluated and approved at the December 14, 2016 meeting.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 4:30 p.m.

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Approved: Board Chairman

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Attested: Board Secretary