

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

May 2, 2012

The Board of Directors of Education Service Center, Region 20 met in regular session at 1:30 p.m. on Wednesday, May 2, 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 T. Winn, Member  
Ms. Kay Franklin, Member  
Mr. Charles A. Carlson, Member  
Mr. Alfredo Segura, Charter Representative

Also present were:

Dr. Ronny Beard, Executive Director  
Dr. Richard Alvarado, Associate Director, Administrative & Instructional Services  
Mr. John McCauley, Associate Director, Information Technology  
Mr. Jeff Stone, Associate Director, Business & Human Resource Services  
Dr. Michelle DeAtley, Component Director, Human Resource Services  
Ms. Debby Hewitt, Component Director, School & Community Services  
Ms. Harriett Jackson, Component Director, Infrastructure & Network Services  
Ms. Sherry Marsh, Component Director, Special Education Support Services  
Ms. Beverly Meyer, Component Director, Consulting Services  
Ms. Carol Morgan, Component Director, Head Start Services  
Mr. Wayne Parker, Component Director, Systems & Operations  
Mr. Michael Peterson, Component Director, Technology Development & Facilities Services  
Ms. Jo Ann Wallace, Component Director, iTCCS Programming  
Ms. Kathryn Ivy, Head Start Policy Council Representative  
Ms. Jan Dunevant, Executive Assistant to the Executive Director

PROGRAM HIGHLIGHT – Head Start  
Grant Reorganization

Ms. Carol Morgan provided information on the ESC-20 and City of San Antonio/Bexar County grant opportunities and Head Start Reorganization. The San Antonio/Bexar County grant is up for re-competition and ESC-20 would like to apply for a portion of the funding to expand the program to include Southside ISD, Alamo Heights ISD, Southwest ISD and Somerset ISD.

MINUTES OF THE FEBRUARY 21, 2012  
BOARD MEETING

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

BE IT RESOLVED, That the Board of Directors approves as submitted the minutes of the Board of Directors meeting on February 21, 2012.

AMENDMENTS TO THE 2011-2012  
OFFICIAL BUDGET

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

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

ADDITIONS TO THE SPECIAL  
REVENUE FUND

Mr. Petter 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 approve the additions to the Special Revenue Fund.

<b>Project Name</b>	<b>Amount</b>
BCR 6018 Rural Utilities Service (RUS)	\$318,000
BCR 6023 TEKS-Professional Development - Science	\$129,930
BCR 6024 TEKS-Professional Development - Math	\$143,937
Total	<u>\$591,867</u>

CONTRACTS OVER \$25,000

Mr. Petter made a motion to approve the following resolution. Mr. Carlson 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>IBM Corporation</b> Renewal of Cognos Subscription/Support	\$38,767.20	Information Technology
<b>IKON Office Solutions</b> Equipment/Maintenance – Production B/W System	\$34,704.00	Information Technology
<b>GRE Creative Communications</b> Professional Marketing Services 4/5/12 through 8/31/12	\$50,000.00	Information Technology

PERSONNEL – NEW EMPLOYEES &  
SEPARATIONS (PROFESSIONAL  
STAFF

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

BE IT RESOLVED, That the Board of Directors confirms the appointment of the person named below to the professional staff of ESC-20:

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PREVIOUS EMPLOYMENT</u>
Bunch, Kriesti L.	Educational Specialist	27-Feb-12	Professional Development Manager-Edvance Research
Palomo, Gloria	Educational Specialist, Critical Area	19-Mar-12	3 <sup>rd</sup> Grade Dual Language Teacher – Boerne ISD
Shaw, Beverly Diane	Educational Specialist	27-Feb-12	Compliance Monitor, Food & Nutriti – Tx. Dept. of Agriculture
Sullivan-Blankenship, Sabrina	Educational Specialist	2-Apr-12	Education Consultant - ESC- Region 18
Tschirhart, Brian Jason	Analyst Programmer, J2EE	1-Feb-12	Java/J2EE Programmer – Savvy Technology Solutions, LLC
Vargas-Ramirez, Claudia Irene	Educational Specialist, Critical Area	19-Mar-12	Special Programs Coordinator – Somerset ISD

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

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
PothiReddy, Uma	Analyst Programmer/.Net Application	3-Feb-12	Resignation
Stephens, Michael J.	Database Administrator I	29-Mar-12	Resignation
Washburn, Kimiko	Educational Specialist Supervisor	29-Feb-12	Retirement

**PROPOSALS**

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

BE IT RESOLVED, That the Board of Directors approves the following proposals.

- Proposal for Stock Forms
- Proposal for Custom Forms
- Proposal for Data Processing Labels Forms
- Proposal for Drug and Alcohol Testing
- Renewal Proposal for K-12 Online Library Resources for DKC

**BRAILLE CONTRACT WITH THE CALIFORNIA DEPARTMENT OF EDUCATION**

Mr. Petter made a motion to approve the following resolution. Mr. Carlson seconded the motion which was unanimously approved.

BE IT RESOLVED, That the Board of Directors approves the multi-year contract with the California Department of Education, Clearinghouse for Specialized Media and Translations and authorization of the Executive Director to negotiate and enter into multi-year contracts for Braille transcription, reproduction and proofreading services as opportunities arise.

U.S. DEPARTMENT OF  
AGRICULTURE RURAL UTILITY  
SERVICE DISTANCE LEARNING &  
TELEMEDICINE (DLT) GRANT &  
AGREEMENT

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 USDA Rural Utility Service Distance Learning and Telemedicine (DLT) Grant awarded to Education Service Center, Region 20 and authorizes the Executive Director to execute the DLT Grant Agreement on behalf of the District, and to negotiate and execute any additional documents necessary to effect the Grant.

CENTER CONTRIBUTION TO TRS  
ACTIVE CARE

Mr. Petter made a motion to approve the following resolution. Mr. Carlson seconded the motion which was unanimously approved.

BE IT RESOLVED, that the Board of Directors establish a maximum health care contribution for the employee-only portion per month for the 2012-2013 fiscal year of \$298.00 for Plan 1-HD participants, \$338.00 for Plan 1 participants, and \$405.00 for Plan 2 and Plan 3 participants, pending legislative action.

<b>TRS ActiveCare</b>	<b>Total Monthly Premium</b>	<b>Center Contribution Plan 1-HD \$298.00 Plan 1 \$338.00 Plan 2 &amp; 3 \$405.00</b>	<b>Employee Monthly Cost</b>
<b>PLAN 1-HD</b>			
EE	\$298.00	\$298.00	\$0.00
EE + SP	\$731.00	\$298.00	\$433.00
EE + CH	\$466.00	\$298.00	\$168.00
EE + FAM	\$957.00	\$298.00	\$659.00
<b>PLAN 1</b>			
EE	\$338.00	\$338.00	\$0.00
EE + SP	\$771.00	\$338.00	\$433.00
EE + CH	\$540.00	\$338.00	\$202.00
EE + FAM	\$850.00	\$338.00	\$512.00
<b>PLAN 2</b>			
EE	\$460.00	\$405.00	\$55.00
EE + SP	\$1,046.00	\$405.00	\$641.00
EE + CH	\$731.00	\$405.00	\$326.00
EE + FAM	\$1,150.00	\$405.00	\$745.00
<b>PLAN 3</b>			
EE	\$637.00	\$405.00	\$232.00
EE + SP	\$1,448.00	\$405.00	\$1,043.00
EE + CH	\$1,015.00	\$405.00	\$610.00
EE + FAM	\$1,592.00	\$405.00	\$1,187.00

GUARANTEED LIFE & ACCIDENTAL DEATH INSURANCE

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

BE IT RESOLVED, That the Board of Directors approves providing \$20,000 of Life and Accidental Death and Dismemberment Insurance for employees who regularly work 18.75 hours/week or more, effective September 1, 2012 through August 31, 2013.

BOARD ELECTION

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

BE IT RESOLVED, That the Board of Directors declares Frederick E. Maples, Jr., Ronald W. Eckel and Kay Franklin elected to three-year terms beginning June 1, 2012.

2012-2013 CENTER HOLIDAY CALENDAR

With the correction of the January 4 date to read 2013, Mr. Eckel 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 approves the following 2012-2013 Holiday Calendar for Education Service Center, Region 20:

**EDUCATION SERVICE CENTER, REGION 20  
2012-2013 Holiday Calendar**

<b>Labor Day</b>	<b>September 3, 2012</b>
<b>Thanksgiving</b>	<b>November 21-23, 2012</b>
<b>Winter Break</b>	<b>December 24–January 4, 2013</b>
<b>*M.L. King Day</b>	<b>January 21, 2013</b>
<b>Spring Break</b>	<b>March 11-15, 2013</b>
<b>Good Friday</b>	<b>March 29, 2013</b>
<b>*Battle of Flowers</b>	<b>April 26, 2013</b>
<b>Memorial Day</b>	<b>May 27, 2013</b>
<b>Independence Day</b>	<b>July 4 &amp; 5, 2013</b>
	<b>Early Release (at 2:30)- 7/12, 7/19, 7/26</b>

\*Optional Holidays: Choice of M.L. King Day or Battle of Flowers

CENTER POLICY UPDATE

With the correction of the removal of the dash in “in service” in Core Beliefs, Mr. Carlson made a motion that the following resolution be approved. Mr. Winn seconded the motion which was unanimously approved.

BE IT RESOLVED, That the Board of Directors has reviewed and adopted the AD Local Policy revisions for inclusion in the Center Policy Manual, repealing all previous versions.

HEAD START PROGRAM PLANS &  
PROCEDURES FOR 2012-2013

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

BE IT RESOLVED, That the Board of Directors has reviewed, provided input and approves the Head Start Program Plans & Procedures for 2012-2013.

HEAD START CONTINUATION AND  
TRAINING & TECHNICAL  
ASSISTANCE GRANT APPLICATIONS  
FOR 2012-2013

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

BE IT RESOLVED, That the Board of Directors has provided input and approves the 2012-2013 Head Start Program Continuation and Training & Technical Assistance Grant Applications.

FOR INFORMATION ONLY

- Investment Report
- Expenditures in Excess of \$25,000
- Evaluation by Regional Advisory Committee
- Head Start Policy Council Reports
- Accounts Receivable
- Executive Director's Report
  - ✓ Real Estate Update
  - ✓ TASA Visioning Institute
  - ✓ FOR-C Update (Charter & State)
  - ✓ ESC 20 Leadership Academy Update
  - ✓ TAESC Conference, November 2, 3 & 4, 2012 – Mark Your Calendar

ADJOURNMENT

There being no further business, the meeting adjourned at 3:06 p.m.

We affirm that these Minutes are complete, correct, and official.

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Board Chair

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Board Secretary

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Date Minutes Approved

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Date Minutes Signed