

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

October 28, 2015

The Board of Directors of Education Service Center, Region 20 convened in a Board meeting at 2:02 p.m. on Wednesday, October 28, 2015, 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  
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. Ronny Beard, Executive Director  
Dr. Jeff Goldhorn, 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. Jennifer Carver, Component Director, TxEIS Programming Services  
Dr. Carolyn Castillo, Component Director, School and Community Services  
Ms. Mayra De Hoyos, Component Director, Communications and Business Cooperatives  
Mr. Tom Garner, Component Director, Support Services  
Ms. Sherry Marsh, Component Director, Special Education  
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. Jamie Dunevant, Executive Assistant

**PROGRAM HIGHLIGHT – HEAD START  
PROGRAM HISTORY**

Ms. Carol Morgan provided information regarding the financial history of the Head Start Program.

**MINUTES OF THE AUGUST 26, 2015 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, Board Hearing and the Regular Board meeting on August 26, 2015.

**MINUTES OF THE  
SEPTEMBER 9, 2015 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 Special meeting on September 9, 2015.

**AMENDMENTS TO THE 2015-2016 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 2015-2016 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. Rodríguez-Dubberly 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
Forsythe, Jennifer	Educational Specialist, Discipline/Behavior	17-Aug-2015	ARD Facilitator & Special Education Department Head with Seguin ISD
Martinez, Jennifer	Educational Specialist, Early Childhood	31-Aug-2015	Independent Contractor
Montano, James	*Java Developer	01-Sep-2015	Consultant with Panzer Solutions
Patel, Mihir	*Java Developer	01-Sep-2015	Contract Programmer with Savvy Tech
Ramirez, Josefina	*Software Developer, iTCCS	21-Sep-2015	Independent Contractor
Samperi, Kelly	*.NET Developer	01-Sep-2015	.NET Software Developer Contractor with Peyton Resource Group
Tannahill, Megan	*Java Developer	01-Sep-2015	Java Programming Contractor with Savvy Tech
Vara, Edward	Field Service Agent	01-Sep-2015	Administrative Team Member with Vanguard Veterinary Associates

\*New Position

**SEPARATIONS (PROFESSIONAL STAFF)**

NAME	ASSIGNMENT	EFFECTIVE DATE	REASON
Altgelt, Susan	Coordinator III, Development & Support Services	31-Aug-2015	Retirement
Ball, Glendon	Coordinator III, TOPP	21-Aug-2015	Termination
Brown, Patricia	Educational Specialist Supervisor, Food and Nutrition	31-Aug-2015	Retirement
Buckley, Elaine	Coordinator I, Adult Education & Literacy Consortium	13-Aug-2015	Resignation
Cortez, Thomas	Systems Programmer I, Consulting Services	21-Aug-2015	Resignation
Dames, Jenice	Educational Specialist, Early Childhood/PPCD	11-Sep-2015	Resignation
Forsythe, Jennifer	Educational Specialist, Discipline/Behavior	18-Aug-2015	Resignation
Salazar, Margaret	Educational Specialist Supervisor, Head Start School Readiness	18-Sep-2015	Resignation
Wright, Carol	Quality Assurance Analyst I	31-Aug-2015	Retirement

**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.

**TRI-COUNTY AND BEXAR COUNTY HEAD START ANNUAL REPORT TO THE PUBLIC**

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 Annual Report to the Public for 2014-2015.

**BEXAR COUNTY HEAD START CONTINUATION AND TRAINING & TECHNICAL ASSISTANCE GRANT APPLICATIONS FOR 2016-2017**

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 provided input and approves the 2016-2017 Bexar County Head Start Program Continuation and Training & Technical Assistance Grant Applications.

**PROPOSALS**

Ms. Sosa 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:

- Renewal for Electrical & Cabling Service
- Renewal for HVAC & Plumbing Service
- Renewal for Temporary Security Staffing
- Proposal for PACE Purchasing Cooperative for Fleet Vehicles

**CENTER POLICY UPDATE – Local**

Ms. Sosa 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
- Governing Body Roles and Responsibilities Training
- Expenditures in Excess of \$25,000
- State Board for Educator Certification Notification
- Investment Report
- Accounts Receivable
- Executive Director’s Report

**ADJOURNMENT**

There being no further business, the meeting adjourned at 3:36 p.m.

---

Approved: Board Chairman

---

Attested: Board Secretary