

**Region One Education Service Center
Board of Directors Meeting**

STATE OF TEXAS §

COUNTY OF HIDALGO §

April 17, 2018

Minutes

The Board of Directors met on **Tuesday, April 17, 2018** at Region One Education Service Center, 1900 West Schunior, Edinburg, Texas. **Mr. Ricardo Gutierrez, Vice-Chairperson, established a quorum and called the meeting to order at 11:08 a.m.** The invocation was given by Executive Director, Dr. Cornelio Gonzalez. The Pledge of Allegiance and the Texas Pledge were led by Board Member, Dr. Manuel Gomez, Jr.

Members Present Mrs. Alicia E. Requenez, Chairperson (arrived at 11:15 a.m.); Mr. Ricardo Gutierrez, Vice Chairperson; Mr. Pete Garcia, Board Secretary; Mr. Raul R. Chapa, Mr. Ruben Cortez, Jr., Dr. Manuel Gomez, Jr., Board Members.

Members Absent Mr. Rey Hernandez, Mrs. Laura A. McCoy

Others Present Dr. Cornelio Gonzalez, Executive Director; Dr. Eduardo Cancino, Deputy Director; Dr. Marco Antonio Lara, Jr., Deputy Director; Ms. Connie Lopez, Deputy Director; Mr. Ali Kolahdouz, Chief Technology Officer; Dr. Andrea Cruz, Ms. Amanda Galvan, Ms. Annette S. Garcia, Mr. Marc D. Garcia, Mr. James Mendoza, Ms. Lori Ramos, Ms. Angela I. Rocha, staff; Gignac & Associates, ESC Architects; Amador Requenez, Bill Rusteberg, guests.

Public Comment None

Executive Director’s Report **Priority One Talent Development Update**
Dr. Andrea Cruz presented an update of the Priority One Talent Development initiative developed to attract, retain, hire, and develop the best employees for Region One ESC. Dr. Cruz reported that the ESC staff was surveyed early in the year to determine what training topics they were interested in attending. Based on the feedback from staff, “Staff Development” days were designated for the 2017-2018 year. Dr. Cruz added that “Staff Development” was made a new component of an employees’ annual evaluation. Similar professional development opportunities will be offered in the 2018-2019 school year to allow staff to enhance their skills and learn new skills.

Dr. Cruz also added that an Employee Induction training was created and offered monthly to new employees. The design of the training allows new staff members to become familiar with the overall operations of Region One ESC, including business operations, facilities, and an overview of Region One as an organization.

Architectural Update on Construction Projects
Mr. Raymond Gignac, Gignac & Associates provided an update of the Region One construction projects. He provided renderings of the renovations to the Laredo Extension Office and the addition to the

Region One Edinburg building. A proposed timeline was presented with a ground breaking slated for August 2018.

Summer Work Schedule

Dr. Gonzalez provided a plan for an Employee Summer Work Schedule effective May 28-August 3, 2018. ESC employees will have an option to commit to a 4-day or 5-day work schedule for the summer. The 4-day schedule includes a 7:30 a.m. to 6:00 p.m. daily work schedule, and the 5-day schedule will include an 8:00 a.m. to 4:30 p.m. daily work schedule; both include a 30 minute lunch. Dr. Gonzalez noted that Region One ESC will be closed from July 2 through July 13, 2018. Unless warranted by specific program requirements, all staff is required to take their non-duty days during those two weeks.

2018-2019 Board Meeting Calendar

Dr. Gonzalez provided a schedule of Board meetings for the upcoming 2018-2019 year.

**REGION ONE ESC
BOARD MEETING CALENDAR
2018-2019**

*MEETING DATE
Thursday, August 23, 2018 Public Hearing and Board Meeting
Tuesday, September 18, 2018
Tuesday, October 16, 2018
Tuesday, November 27, 2018 (Laredo)
Tuesday, December 18, 2018
Tuesday, January 22, 2019
Tuesday, February 26, 2019* (Brownsville)
Tuesday, April 16, 2019
Thursday, May 16, 2019 (SPI)
Tuesday, June 18, 2019

**Meeting dates subject to change.*

**Deadline to file for election is Feb.20; therefore, Feb. 26 is best date to hold the meeting in case Candidates run unopposed and election needs to be cancelled.*

Personnel Matters

**Additions/New:
Assignments**

David Alvarado
Office of Creative Services
Specialist – Web/Media
Effective – February 26, 2018

Bryan Walker
Project Rise
Specialist – Educator Effectiveness Analytics
Effective – March 1, 2018

Check Registers – Dr. Cornelio Gonzalez, Executive Director, informed the Board that the Center’s check register for the month of February, 2018 was included for their review.

**Canvassing of Ballots for
Places 1, 4 and 7 of the
Region One ESC Board
of Directors**

Dr. Manuel Gomez, Jr. moved and Mr. Ruben Cortez, Jr. seconded the motion to officially declare winners in the ESC Board Election: Mrs. Alicia E. Requenez for Place 1 (Hidalgo County-121 votes), Mrs. Sonia Falcon for Place 4 (Hidalgo County-127 votes), and Mr. Raul R. (Bobby) Chapa, Place 7 (Willacy County-165 votes) who ran unopposed. Terms of office are effective June, 2018 through May 31, 2021. The motion carried unanimously.

The canvassing committee consisted of the following persons:

Mr. Ruben Cortez, Jr., Dr. Manuel Gomez, Jr., and Mr. Ricardo Gutierrez, ESC Board members served as the official recorders of the votes. Official tally of the votes is as follows:

Place 1 (Hidalgo County) –
Alicia E. Requenez, 121 votes
Arnoldo Ochoa, 78 votes

Place 4 (Hidalgo County) –
Jorge Garza, 9 votes
Sonia A. Falcon, 127 votes
Pete Garcia, 62 votes

Place 7 (Willacy County) – Raul R. (Bobby) Chapa, 165 votes

On a motion made by Mr. Ricardo Gutierrez and a second by Mr. Raul R. Chapa, the Board of Directors unanimously approved the following items under consent agenda (Items 7-11):

**Minutes of February 27,
2018 Board of Directors
Meeting**

Approval of the minutes of the February 27, 2018 Board of Directors meeting as presented.

**Budget Amendments for
February, 2018**

Approval of the Budget Amendments for February, 2018 as presented.

**Expenditure Reports as of
February 28, 2018**

Approval of the Expenditure Reports as of February 28, 2018 as presented.

Quarterly Investment Report	Approval of the Quarterly Investment Report for the quarter ended February 28, 2018 as presented.
Participation in the Region 16 ESC Statewide Cooperative Purchasing Program (TexBuy)	Approval of Region One ESC Board resolution authorizing the ESC to enter into an Interlocal agreement with Region 16 Education Service Center to join the TexBuy cooperative purchasing program for goods and services.
Region One Education Service Center Group and Voluntary Insurance Products RFP 19-AGENCY-000042	Approval of Region One ESC Group and Voluntary Insurance Products RFP 19-AGENCY-000042 to the following vendors: Dental Insurance- <i>Human Insurance Company, Louisville, KY</i> ; Vision Insurance- <i>Ameritas Life Insurance Corp., Lincoln, NE</i> ; Basic Term Life Insurance – <i>The Lincoln National Life Insurance Company, Fort Wayne, IN</i> ; Voluntary Term Life Insurance – <i>The Lincoln National Life Insurance Company, Fort Wayne, IN</i> ; Disability Insurance – <i>Bay Bridge Administrators, Portland, OR/National Guardian Life</i> ; Cancer Insurance – <i>Human Insurance Company, Louisville, KY</i> ; Accident Insurance – <i>AFLAC, Columbus, GA</i> ; Critical Illness Insurance – <i>Kemper Benefits, Austin, TX</i> ; Heart and Stroke Insurance – <i>Human Insurance Company, Louisville, KY</i> ; Hospital Indemnity Insurance – <i>Kemper Benefits, Austin, TX</i> ; Pre-Paid Legal Insurance – <i>LegalEASE, LegalPlans USA, Houston, TX/Nationwide Insurance</i> ; Identity Theft Insurance – <i>LegalEASE, LegalPlans USA, Houston, TX/Nationwide Insurance</i> .
Adjournment to Closed or Executive Session Pursuant to Texas Government Code Sections 551.074 of the Open Meetings Act	Mr. Pete Garcia moved and Mr. Ricardo Gutierrez seconded the motion to convene the meeting into Executive Session at 12:31 p.m. pursuant to the Texas Government Code Section 551.074 of the Open Meetings Act for the following purposes: A. Personnel Matters Regarding the Salary and Benefits of the Executive Director The motion carried unanimously.
Reconvene into Open Session for Action on Matters Discussed in Executive Session	Dr. Manuel Gomez, Jr., moved and Mr. Ricardo Gutierrez seconded the motion to reconvene the meeting into open session at 12:44 p.m. The motion carried unanimously. The following action was taken on items discussed in Executive Session: A. Personnel Matters Regarding the Salary and Benefits of the Executive Director Mr. Pete Garcia moved and Dr. Manuel Gomez, Jr. seconded the motion to approve a 4% salary increase and 1% benefits increase for the Executive Director. The motion carried unanimously.
Suggestions for Future Meetings	None

Announcements

The following announcements were shared with the Board:

A. Upcoming Region One ESC Conferences

- Region One ESC 24th Annual Technology Conference – May 16-18, 2018 – South Padre Island Convention Center

B. Upcoming Board Conferences

- Region One School Board Association Conference – May 18-19, 2018 – South Padre Island Convention Center
- TASB Summer Leadership Institute-June 14-16, 2018-San Antonio, TX
- TASB Summer Leadership Institute-June 28-30, 2018-Fort Worth, TX

C. Upcoming Events (Dr. Cornelio Gonzalez)

May, 2018

- Region One ESC 24th Annual Technology Conference-May 16-18, 2018-South Padre Island Convention Center
- ESC Board of Directors Meeting-May 17, 2018-Hilton Garden Inn-South Padre Island, Texas
- Region One School Board Association Conference-May 18-19, 2018-South Padre Island Convention Center

June, 2018

- TASB Summer Leadership Institute-June 14-16, 2018-San Antonio, TX
- ESC Board of Directors Meeting-June 19, 2018-Region One ESC, Edinburg, TX
- TASB Summer Leadership Institute-June 28-30, 2018-Fort Worth, TX

July, 2018

- Region One ESC Summer Closure Dates-July 2-13, 2018

Adjournment

Dr. Manuel Gomez, Jr. moved and Mr. Pete Garcia seconded the motion to adjourn the meeting at 12:48 p.m. The motion carried unanimously.