

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

June 24, 2015

The Board of Directors of Education Service Center, Region 20 convened in a Board meeting at 2:03 p.m. on Wednesday, June 24, 2015 in the ESC-20 Conference Center located at 1314 Hines Avenue in San Antonio, Texas. The Chair, Mr. Mike Petter presided and the following members were in attendance:

Ms. Kay Franklin, Secretary
Mr. Tom T. 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
Ms. Judi Sparks, Associate Director, Information Technology
Mr. Jeff Stone, Associate Director, Business & Human Resource Services
Ms. Ann Brownlee, Component Director, Human Resource Services
Dr. Carolyn Castillo, Component Director, School and Community Services
Mr. Tom Garner, Component Director, Support Services
Ms. Lynn Heatherly, Component Director, iTCCS Programming Services
Ms. Harriett Jackson, Component Director, Infrastructure and Network Services
Mr. Sherry Marsh, Component Director, Special Education Services
Ms. Carol Morgan, Component Director, Head Start Services
Mr. Paul Neuhoff, Component Director, Financial Services
Ms. Pat Nickle, Component Director, Consulting Services
Mr. Wayne Parker, Component Director, Systems & Operations
Mr. Michael Peterson, Component Director, Technology Development & Facilities Services
Ms. Jamie Dunevant, Executive Assistant

OATH OF OFFICE

Ms. Kay Franklin, Ms. Irene Rodríguez-Dubberly and Ms. Beverly Meyer were administered the Oath of Office.

PROGRAM HIGHLIGHT

Dr. Carolyn Castillo provided an overview of the Teacher Mentor program.

REORGANIZATION OF THE BOARD FOR 2015-2016

Mr. Winn made a motion to keep the Board Chairman as Mr. Mike Petter, the Secretary as Ms. Kay Franklin and replace Vice-Chairman with Mr. Charles Carlson. Ms. Sosa seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approves the Board Officers remain the same for 2015-2016. Mr. Mike Petter, Chairman, Mr. Charles Carlson, Vice-Chairman and Ms. Kay Franklin, Secretary.

MINUTES OF THE MAY 6, 2015 MEETING

Ms. Sosa 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 the minutes of the May 7, 2014 Board of Directors meeting.

**AMENDMENTS TO THE 2014-2015
OFFICIAL BUDGET**

Ms. Franklin made a motion to adopt the following resolution. The motion seconded by Mr. Winn was then unanimously approved.

BE IT RESOLVED, That the Board of Directors approves the 2014-2015 budget amendments listed in the agenda.

CONTRACTS OVER \$25,000

Mr. Winn made a motion to adopt the following resolution. The motion seconded by Ms. Sosa was then unanimously approved.

Levi Ray & Shoup, Inc. Annual Maintenance Renewal, April 14, 2014 – April 15, 2015	\$26,692.00	Information Technology
KForce, Inc. Contractor as a Cobol Programmer May 12, 2014 – August 29, 2014	\$41,600.00	Information Technology

BE IT RESOLVED, That the Board of Directors approves the contracts over \$25,000.

**PERSONNEL – NEW EMPLOYEES &
SEPARATIONS (PROFESSIONAL STAFF)**

Ms. Irene Rodríguez-Dubberly made a motion to approve the following resolution. Ms. Sosa seconded the motion which was then unanimously approved.

NEW EMPLOYEES (PROFESSIONAL STAFF)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PREVIOUS EMPLOYMENT</u>
Grady, Sharon	Coordinator II, Head Start Community & Family Services	08-June-2015	Transitional Placement Coordinator with Therapeutic Family Life
Schmidt-Staples, Laurie	*Educational Specialist, Food & Nutrition	04-May-2015	Technical Assistance Specialist with the Texas Department of Agriculture
Simpson, James	Systems Documentation Analyst I	08-June-2015	English Language Learners Liaison with Harlandale ISD

SEPARATIONS (PROFESSIONAL STAFF)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Stovall, Monica	Quality Assurance Analyst I	29-May-2015	Resignation

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.

PROPOSALS

Ms. Sosa made a motion to approve the following resolution. Ms. Meyer seconded the motion which was then unanimously approved.

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

- Proposal for Speech and Related Services
- Proposal for Depository Services
- Proposal for PACE Purchasing Cooperative for Office Supply and Furniture

**SUPPLEMENTAL COMPENSATION FOR
PROFESSIONALS 2015-2016**

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

BE IT RESOLVED, That the Board of Directors approves the Center payment of supplemental compensation (\$250/\$500) to professional, active, contributing TRS members, to become effective September 1, 2015.

SALARY INCREASE FOR 2015-2016

Mr. Winn made a motion to approve the following resolution. Ms. Rodríguez-Dubberly seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors approves the 2015-2016 salary increase of \$876,182.02 with an annual minimum increase of \$1,000 for full-time Center staff (prorated for part-time staff), except for positions which are frozen, to be become effective September 1, 2015.

CENTER CONTRIBUTION TO TRS-ACTIVECARE FOR 2015-2016

Ms. Sosa made a motion to approve the following resolution. Ms. Franklin seconded the motion which as then 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 2015-2016 fiscal year of \$341.00 for Plan 1-HD participants, \$404.00 for Select Plan participants, and \$520.00 for Plan 2 participants.

HEAD START TRI-COUNTY PROGRAM GOALS AND OBJECTIVES

Ms. Rodríguez-Dubberly made a motion to approve the following resolution. Mr. Winn seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors has reviewed, provided input and approves the Tri-County Head Start Program Goals and Objectives for 2015–2016.

HEAD START TRI-COUNTY PROGRAM PHILOSOPHY

Ms. Rodríguez-Dubberly made a motion to approve the following resolution. Ms. Sosa seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors has reviewed, provided input and approves the Tri-County Head Start Program Philosophy for 2015–2016.

HEAD START SELF ASSESSMENT SUMMARY REPORT

Ms. Sosa made a motion to approve the following resolution. Ms. Meyer seconded the motion which was then unanimously approved.

BE IT RESOLVED, That the Board of Directors has reviewed, provided input and approves the Self-Assessment Summaries for Bexar County and Tri-County Head Start programs for 2014-2015.

FOR INFORMATION ONLY

- Investment Report
- Expenditures in Excess of \$25,000
- 2015-2016 Budget Development
- Head Start Policy Council Report
- Accounts Receivable
- Executive Director’s Report
 - Products and Services Fees 2015-2016
 - Board Training (July)
 - Board Training Session–October 28th prior to regular meeting
 - Executive Director’s Evaluation process
 - Other

ADJOURNMENT

There being no further business, the meeting adjourned at 4:06 p.m.

Approved: Board Chairman

Attested: Board Secretary