

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

October 26, 2011

The Board of Directors of Education Service Center, Region 20 convened in a Board meeting at 2:01 p.m. on Wednesday, October 26, 2011, 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 Winn, Member  
Ms. Kay Franklin, Member  
Mr. Charles A. Carlson, Member  
Ms. Eunice Sosa, Member  
Mr. Alfredo Segura, Jr., 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. Jeff Goldhorn, Component Director, Administrative & Instructional Technology Services  
Ms. Debby Hewitt, Component Director, School and Community Services  
Ms. Harriett Jackson, Component Director, Infrastructure & Network Services  
Ms. Beverly Meyer, Component Director, Consulting Services  
Ms. Carol Morgan, Component Director, Head Start Services  
Mr. Mike Peterson, Component Director, Technology Development & Facilities Services  
Ms. Kathryn Ivy, Head Start Policy Council Representative  
Ms. Jan Dunevant, Executive Assistant

PROGRAM HIGHLIGHT – STAAR

Dr. Jeff Goldhorn provided a PowerPoint on the progression of assessment tests over the years and examples of the new STAAR end-of-course exams.

CONSENT AGENDA

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

BE IT RESOLVED, That the Board of Directors approves all items listed on the consent agenda.

- ✓ Minutes of the August 24, 2011 Budget Work Session
- ✓ Minutes of the August 24, 2011 Public Hearing
- ✓ Minutes of August 24, 2011 Regular Meeting

AMENDMENTS TO THE 2011-2012  
OFFICIAL BUDGET

Mr. Petter 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 approves the 2011-2012 budget amendments submitted in the agenda

COMMITMENT OF FUND BALANCE

Mr. Winn 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 hereby establishes \$6,219,240 in commitments, \$171,817 of non-spendable and \$1,022,176 of assignments of its General Fund Balance.

PERSONNEL – NEW EMPLOYEES & SEPARATIONS (PROFESSIONAL STAFF)

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

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

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PREVIOUS EMPLOYMENT</u>
Benke, Jennifer Lynn	Coordinator II, Training & Testing TxEIS Business	10-03-11	Director of Accounting Judson 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>
Bordner, Mary Groff	Coordinator II,	31-Aug-11	Retirement
Browning, Jennifer Lue	Systems Documentation Analyst III	30-Sep-11	Resignation
Chambers, Pamela Lynn	Counseling Specialist	31-Aug-11	Retirement
Frank, Gwen Ellen	Educational Specialist	31-Aug-11	Retirement
Gutierrez, Cassity Shae	Educational Specialist	16-Aug-11	Resignation
Jakobs, Karen Ann	Analyst Programmer	18-Aug-11	Termination
Ramirez, Lee G.	Coordinator I	31-Aug-11	Resignation
Thompson, Deborah L.	Educational Specialist	31-Aug-11	Retirement

STATE BOARD FOR EDUCATOR CERTIFICATION (SBEC) NOTIFICATIONS

Mr. Winn 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 report filed with the Executive Director of the State Board for Education Certification (SBEC) indicating that an applicant for or holder of a certificate issued under Chapter 21, Subchapter B of the Education Code has a reported criminal history.

CONTRACTS OVER \$25,000

Mr. Eckel 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 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>Center for Educator Development</b> Independent Contractor	\$458,300.00	Administrative and Instructional Services
<b>SHI Government Solutions</b> Technician License Upgrade	\$91,882.50	Information Technology
<b>Sirius Enterprise System Group</b> VTS Maintenance, Yr. 2 of 3-Yr. Contract	\$51,358.90	Information Technology
<b>IBM Corporation</b> Business Continuity and Recovery Services – Mainframe Server	\$191,640.00	Information Technology

CENTER POLICY UPDATE

Ms. Sosa 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 has reviewed the Local Policy addition (BBFA Local, Ethics Conflict of Interest Disclosures) and has approved the addition of the Local Policy for inclusion in the Center Policy Manual.

HEAD START MONITORING  
PROTOCOL CORRECTIVE ACTION  
PLAN

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

BE IT RESOLVED, That the Board of Directors has reviewed, provided input and approves the Head Start Monitoring Protocol Corrective Action Plan for 2011, Human Resource Management-Criminal Record Check and the Child Guidance Plan.

HEAD START ACTION ITEMS

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

BE IT RESOLVED, That the Board of Directors has reviewed, provided input and approves the Annual Report to the Public, Governing Body Roles & Responsibilities (training review), Policy Council Roles & Responsibilities and Policy Council By-Laws (Policy Council composition) for 2011-2012.

PROPOSALS

Mr. Petter 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 approves the following proposals.

- Proposal for Electrical & Cabling Service
- Proposal for HVAC & Plumbing Services
- Proposal for Central Plant Chiller and Cooling Tower Replacement
- Renewal Proposal for Temporary Security Staffing

TAESC CONFERENCE

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

BE IT RESOLVED, That the Board of Directors approve planning for the TAESC Conference in June of 2012.

FOR INFORMATION ONLY

The following items were listed for information only:

- ✓ Introduction of Head Start Policy Council Representative – Ms. Kathryn Ivy from Bandera
- ✓ Head Start Policy Council Report
- ✓ Expenditures in Excess of \$25,000
- ✓ Investment Report
- ✓ Accounts Receivable
- ✓ Executive Director’s Report

EXECUTIVE SESSION – EXECUTIVE DIRECTOR EVALUATION PRECONFERENCE

The Board did not move into Executive Session.

ADJOURNMENT

There being no further business, the meeting adjourned a 4:11 p.m.

Approved: Mr. Frederick E. Maples, Jr.

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Attested: Mr. Mike Petter

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