

Minutes - Wednesday, August 28, 2019

The Board of Trustees Education Service Center, Region 20

The Board of Trustees of Education Service Center, Region 20 convened in a Regular Board meeting at 2:43 PM on Wednesday, August 28, 2019, in the 1314 Hines Avenue, Conference Center, Redbud Room. The Chairman, Mr. Mike Petter, presided and the following members were in attendance:

Mr. Tom Winn, Vice-Chairman
Ms. Kay Franklin, Secretary
Mr. Thomas Smith, Member
Ms. Leticia Bresnahan, Member
Mr. Rudy Garza, Member

Also present were:

Dr. Jeff Goldhorn, Executive Director
Dr. Carolyn Castillo, Deputy Director, Administrative & Instructional Services
Mr. Jeff Stone, Deputy Director, Business & Technology Services
Ms. Jennifer Carver, Associate Director, Texas Computer Cooperative
Mr. Paul Patillo, Chief Technology Officer, Technology Services
Ms. Mayra De Hoyos, Coordinator III, Communications
Ms. Briana Garcia, Interim Component Director, Human Resources Services
Ms. Yvette Gomez, Component Director, School Support Services
Mr. Michael Lopez, Component Director, TCC Software Development
Mr. Manuel Luna, Component Director, TCC Systems & Operations
Ms. Sherry Marsh, Component Director, Special Education Support Services
Ms. Paige Meloni, Chief Financial Officer, Client Business Services
Ms. Carol Morgan, Component Director, Head Start Services
Mr. Paul Neuhoff, Component Director, Financial Services
Mr. Mike Peterson, Component Director, Purchasing & Operation Services
Ms. Janna Poth, Component Director, Instructional Services
Ms. Nicole Smith, Component Director, Postsecondary and Student Services
Mr. Charles Wimett, Component Director, Information System Services
Ms. Jamie Dunevant, Executive Assistant

1. MINUTES OF THE JUNE 26, 2019 BOARD OF DIRECTORS MEETING

Mr. Smith made a motion that the following resolution be adopted. Ms. Bresnahan seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approves the minutes of the June 26, 2019 Board of Directors meeting.

2. AMENDMENTS TO THE 2018-2019 OFFICIAL BUDGET

Ms. Franklin 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 2018-2019 amendments reflected in the agenda.

**3. COMMITMENT OF FUND
BALANCE**

Mr. Winn made a motion that the following resolution be adopted. Ms. Franklin seconded the motion and it carried unanimously.

BE IT RESOLVED that the Board of Directors hereby establishes \$135,663 of non-spendable fund balance and \$4,851,307 in commitments of its General Fund Balance.

**4. 2018-2019 FINAL AMENDED
OFFICIAL BUDGET**

Ms. Bresnahan made a motion that the following resolution be adopted. Mr. Smith seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors be, and is hereby, authorized, in accordance with the requirements of applicable state law, to file with the Texas Education Agency an amended budget for Education Service Center, Region 20, for the fiscal year 2018-2019, ending August 31, 2019.

**5. 2019-2020 PROPOSED OFFICIAL
BUDGET**

Mr. Winn made a motion that the following resolution be adopted. Ms. Franklin seconded the motion and it carried unanimously.

BE IT RESOLVED, That the estimates of revenue and expenditures as presented for the fiscal year beginning September 1, 2019, and ending August 31, 2020, are approved and adopted by the Board of Directors as the Official Estimated Budget for said fiscal year for Education Service Center, Region 20 on this the twenty-eighth day of August 2019; and

BE IT FURTHER RESOLVED, That the expenditures for Education Service Center, Region 20 be contained within the limits of the estimated budget.

6. SALARY SCHEDULE FOR 2019-2020

Ms. Franklin made a motion that the following resolution be adopted. Mr. Smith seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approves the 2019-2020 Salary Schedule in the amount of \$873,292.79 to become effective September 1, 2019 allowing for an approximate 3.4% increase.

Of the 3.4% increase, approximately .4% is being used for benchmarking adjustments due to market conditions and annual individual target pay factors. The remaining, approximately 3%, is being allocated to general salary increases for staff.

Also included is an expenditure of up to \$18,600.00 in dedicated fund balance to provide all full-time staff on the salary matrix (excluding positions which are frozen; pro-rated for part-time staff), with a minimum \$1,000 annualized salary increase.

**7. WORKERS' COMPENSATION
INTERLOCAL PARTICIPATION
AGREEMENT**

Mr. Garza made a motion that the following resolution be adopted. Ms. Bresnahan seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approves the Interlocal Participation for Workers' Compensation coverage and services for 2019-2020 to become effective September 1, 2019.

8. CONTRACTS OVER \$25,000

Ms. Franklin 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 contracts over \$25,000 as listed in the agenda.

9. PERSONNEL - NEW EMPLOYEES

Mr. Smith made a motion that the following resolution be adopted. Mr. Garza seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors confirms the appointment of the new professional staff hired by ESC-20.

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PREVIOUS EMPLOYMENT</u>
Akoma, Onyedikachi	Java Developer	10-Jun-2019	Engineering Intern, Intel Corporation
Merrill, Valleri	Specialist, Research and Development	24-Jun-2019	Military Student Transition Consultant, Schertz-Cibolo-Universal City ISD
Fernandez Villanueva, Alma	Specialist, Research and Development	08-Jul-2019	Teacher, East Central ISD
Lopez, Michael C.	Component Director, Software Development	08-Jul-2019	President/Investor, Brandcamy, Inc.
Bettersworth, Jan Marie	Leadership Consultant, Leader in Me	16-Jul-2019	Principal, Wetmore Elementary, Northeast ISD
Falletich, Maru Alexi	Leadership Consultant, School Leadership	22-Jul-2019	Principal, Savannah Heights Intermediate, Somerset ISD

10. PROPOSALS

Mr. Winn made a motion that the following resolution be adopted. Ms. Bresnahan seconded the motion and it carried unanimously.

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

- Proposal for Janitorial Services
- Proposal for Living Science
- Proposal for W-2 Forms
- Renewal Proposal for General Maintenance – Repairs Renewal Proposal for Insurance
- Renewal Proposal for Evaluation Capacity

11. INTERLOCAL AGREEMENTS

Ms. Bresnahan made a motion that the following resolution be adopted. Ms. Franklin seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approves the Interlocal Agreements.

12. CENTER POLICY UPDATE - LEGAL

Mr. Smith made a motion that the following resolution be adopted. Ms. Bresnahan seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors has reviewed the Legal Policy additions/revisions for inclusion in the Center Policy Manual.

13. CENTER POLICY - LOCAL

Mr. Winn made a motion that the following resolution be adopted. Mr. Garza seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors has reviewed the Local Policy revision(s) and addition(s) for inclusion in the Center Policy Manual.

14. FOR INFORMATION ONLY ITEMS

- Head Start Update
- Personnel - Separations (Professional Staff)
- Expenditures in Excess of \$25,000
- Investment Report
- Accounts Receivable
- Executive Director's Report

15. EXECUTIVE SESSION

Adjourned to Executive Session at 3:56 p.m.

Reconvened in Regular Session at 5:00 p.m.

**16. ACTION CONSIDERED IN
EXECUTIVE SESSION – ATTORNEY
CONSULTATION**

Mr. Winn made a motion that the following resolution be adopted. Mr. Smith seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors directs legal counsel and the Executive Director to proceed as discussed in executive session.

**17. ACTION CONSIDERED IN
EXECUTIVE SESSION – EXECUTIVE
DIRECTOR EVALUATION**

Ms. Bresnahan made a motion that the following resolution be adopted. Mr. Smith seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approve the continued employment of Dr. Jeff Goldhorn as Executive Director of ESC-20 for the 2019-2020 year. The Board of Directors approves an increase of salary and benefits as presented herein.

18. ADJOURNMENT

There being no further business, Mr. Winn made a motion to adjourn the meeting at 5:12 p.m. Mr. Smith seconded the motion and it carried unanimously.

Approved: Board Chairman

Attested: Board Secretary