

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

December 14, 2011

The Board of Directors of Education Service Center, Region 20 convened in a Board meeting at 2:07 p.m. on Wednesday, December 14, 2011 in the ESC-20 Conference Center located at 1314 Hines Avenue in San Antonio, Texas. The Secretary, Mr. Mike Petter presided and the following members were in attendance:

Mr. Tom T. Winn, Member  
Ms. Kay Franklin, Member  
Mr. Charles A. Carlson, Member  
Ms. Eunice Sosa, Member  
Mr. Alfredo Segura, Charter Representative

Also present were:

Ms. Vicki A. Schamaun, Holtman, Wagner & Company L.L.P.  
Ms. Heather Pence, Holtman, Wagner & Company, L.L.P.  
Dr. Ronny Beard, Executive Director, ESC-20  
Dr. Rick Alvarado, Associate Director, Administrative & Instructional Services, ESC-20  
Mr. John McCauley, Associate Director, Information Technology, ESC-20  
Mr. Jeff Stone, Associate Director, Business & Human Resource Services, ESC-20  
Ms. Sheila Collazo, Component Director, School Support Services, ESC-20  
Dr. Michelle DeAtley, Component Director, Human Resource Services, ESC-20  
Ms. Debby Hewitt, Component Director, School and Community Services, ESC-20  
Ms. Sherry Marsh, Component Director, Special Education Support Services, ESC-20  
Ms. Beverly Meyer, Component Director, Consulting Services, ESC-20  
Ms. Carol Morgan, Component Director, Head Start Services, ESC-20  
Mr. Paul Neuhoff, Component Director, Financial Services, ESC-20  
Mr. Blake Sobol, Component Director, TxEIS Programming, ESC-20  
Ms. Jan Dunevant, Executive Assistant, ESC-20

PROGRAM HIGHLIGHT

Ms. Sheila Collazo provided information on the Collaborative Product Development.

AUDIT PRESENTATION

Ms. Vicki Schamaun with Holtman, Wagner & Company L.L.P. provided the Board with an overview of the 2010-2011 audit.

CONSENT AGENDA

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 approves the item listed on the consent agenda.

- Minutes of October 26, 2011 Board Meeting

AMENDMENTS TO THE 2011-2012  
OFFICIAL BUDGET

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

BE IT RESOLVED, That the Board of Directors approves the 2011-2012 budget amendments listed in the agenda.

CONTRACTS OVER \$25,000

Ms. Franklin made a motion to adopt the following resolution. The motion seconded by Mr. Carlson was then 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>Arc of Texas</b> Planning and Implementation of Statewide Conference, February 1-4, 2012	\$150,000.00	Administrative and Instructional Services
<b>Denim Group</b> Professional Services for TxEIS J2EE Student and Business Development	\$500,000.00	Information Technology
<b>Sistema Technologies</b> Professional Services, September 1, 2011 – January 31, 2012	\$25,000.00	Information Technology
<b>Y &amp; L Consulting, Inc.</b> Provisions for Contracted IT Personnel, October 17, 2011 and January 31, 2012	\$35,840.00	Information Technology
<b>KForce Technology Staffing</b> Provisions for Contracted IT Personnel, November 1, 2011 – February 29, 2012	\$38,850.00	Information Technology
<b>Bluewater Software Corporation</b> Professional Services for TxEIS Product, November 1, 2011 – August 31, 2012	\$39,000.00	Information Technology

PERSONNEL – NEW EMPLOYEES &  
SEPARATIONS (PROFESSIONAL  
STAFF)

Mr. Carlson 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 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>
Krebs, Christopher Douglas	Graphics Designer II	10-Oct.-11	Media Specialist, Renaissance Learning
Robbins, Juli Eason	Educational Specialist	14-Nov.-11	Educational Consultant, Scholastic, Inc.
Seidensticker, Nancy Ann	Educational Specialist	31-Oct.-11	District Instructional Coach, San Antonio ISD
Thompson, Deborah L.	Educational Specialist, Critical Area	9-Nov.-11	Educational Specialist, Visually Impaired, ESC-20

There were no separations of employment by professional staff of ESC-20 since the October 26 meeting.

PROPOSALS

Mr. Winn 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 approves the following proposals.

Proposal for Specialty Printing Services, #1103B  
Renewal Proposal for Printing Services, #1103

COMMITMENT OF FUND BALANCE

Mr. Winn made a motion to adopt the following resolution. Mr. Carlson seconded the motion which was then unanimously approved.

BE IT RESOLVED that the Board of Directors hereby establishes \$8,094,240 in commitments, \$171,632 of non-spendable and \$712,176 of assignments of its General Fund Balance.

2010-2011 AUDIT REPORT

Mr. Carlson made a motion to approve the following resolution. Ms. Franklin seconded the motion and it carried unanimously.

BE IT RESOLVED, That the audit report submitted by Holtman, Wagner & Company L.L.P., independent auditors for the Board of Directors for the fiscal year ended August 31, 2011, be and is hereby approved and accepted.

2012 BOARD ELECTION

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

BE IT RESOLVED, That the Board of Directors authorizes the Executive Director to conduct a board election and if the election is uncontested, the Executive Director may determine that no election be held and declare the unopposed candidates elected to office. The Center shall notify the Commissioner of Education of the results of an election, whether contested or uncontested.

HEAD START ACTION ITEMS

Mr. Carlson 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 Shared Governance Procedures, Dispute Resolution and Mediation Process Plan, Management Team Planning & Monitoring System, and School Readiness Plan for 2011-2012.

FOR INFORMATION ONLY

- Report From Policy Council Liaison
- Expenditures in Excess of \$25,000
- Investment Report
- Accounts Receivable
- Executive Director's Report

ADJOURNMENT

There being no further business, Mr. Winn made a motion to adjourn the meeting. Ms. Sosa seconded the motion and the meeting adjourned at 3:36 p.m.

Approved: Mr. Frederick E. Maples, Jr.

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Attested: Mr. Mike Petter

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