

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

February 28, 2018

The Board of Directors of Education Service Center, Region 20 met in regular session at 2:01 p.m. on Wednesday, February 28, 2018 in the ESC-20 Conference Center located at 1314 Hines Avenue in San Antonio, Texas. The Chairman, Mr. Mike Petter, presided and the following members were in attendance:

Mr. Charles A. Carlson, Vice Chairman
Ms. Kay Franklin, Secretary
Ms. Eunice Sosa, Member
Mr. Tom Winn, Member
Ms. Irene Rodríguez-Dubberly, Member
Ms. Beverly Meyer, Member
Mr. Daniel Amador, Charter Representative

Also present were:

Dr. Jeff Goldhorn, Executive Director
Dr. Carolyn Castillo, Deputy Director, Administrative & Instructional Services
Mr. Jeff Stone, Deputy Director, Business & Technology Services
Mr. Paul Patillo, Chief Technology Officer
Ms. Yvette Gomez, Component Director, School Support Services
Ms. Lynn Heatherly, Component Director, iTCCS Software Development
Ms. Harriett Jackson, Component Director, Infrastructure and Network Services
Ms. Carol Morgan, Component Director, Head Start Services
Mr. Wayne Parker, Component Director, Systems & Operations
Mr. Mike Peterson, Component Director, Operation & Purchasing Services
Ms. Janna Poth, Component Director, Instructional Services
Mr. David Rodriguez, Component Director, TxEIS Software Development
Ms. Ravae Schaeffer, Coordinator III, Instructional Services
Ms. Jamie Dunevant, Assistant to the Executive Director
Ms. Melody Bodner, Head Start Policy Council Representative
Mr. Americo Galdeano, Head Start Policy Council Representative
Mr. Russel Neal, VST Services

PROGRAM HIGHLIGHT

Ms. Ravae Shaeffer provided an overview of the ESC-20 Community Partnerships.

MINUTES OF THE DECEMBER 13, 2017 MEETINGS

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

BE IT RESOLVED, That the Board of Directors approves the minutes of the December 13, 2017 Board of Directors meeting.

AMENDMENTS TO THE 2017-2018 OFFICIAL BUDGET

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

BE IT RESOLVED, That the Board of Directors approves the 2017 – 2018 budget amendments reflected on the chart of the following pages.

ADDITION TO THE SPECIAL REVENUE FUND

Ms. Franklin made a motion to approve the following resolution. Mr. Carlson seconded the motion which was unanimously approved.

BE IT RESOLVED, That the Board of Directors approve the addition to the Special Revenue Fund.

CONTRACTS OVER \$25,000

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

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

PROPOSALS

Mr. Winn made a motion that the following resolution be approved with the correction to the proposal for Leased Lit & Dark Fiber. Ms. Rodríguez-Dubberly seconded the motion which was unanimously approved.

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

- Proposal for Internet Access Services
- Proposal for Leased Lit & Dark Fiber Services
- Proposal for Copy Editor
- Proposal for Translator
- Proposal for PACE Purchasing Cooperative for Books and Educational Materials
- Proposal for PACE Purchasing Cooperative for First Aid & Medical Supplies and Equipment
- Proposal for PACE Purchasing Cooperative for Security & Access Supplies and Equipment
- Renewal for Curriculum Writer
- Renewal for On-Demand Professional Learning Digital Library

INTERLOCAL AGREEMENTS

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

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

TEXBUY: REGION 16 ESC STATEWIDE COOPERATIVE PURCHASING PROGRAM

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

BE IT RESOLVED, that the attached Resolution from Education Service Center, Region 16, TexBuy, is hereby approved and accepted.

BBVA COMPASS BANK RESOLUTION

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

BE IT RESOLVED, that the attached Business Resolution from BBVA Compass is hereby approved and accepted.

TEXAS COMPTROLLER OF PUBLIC ACCOUNTS COOP PURCHASING PROGRAM PARTICIPATION

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

BE IT RESOLVED, That the Board of Directors approves ESC-20's participation in the purchasing programs of the Texas Comptroller of Public Accounts Cooperative Purchasing Program.

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

Mr. Carlson made a motion to approve the following resolution. Ms. Franklin seconded the motion which was unanimously approved.

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

NEW EMPLOYEES (PROFESSIONAL STAFF)

<u>Name</u>	<u>Assignment</u>	<u>Effective Date</u>	<u>Previous Employment</u>
Ferreira Zucco, Leandro	*Database Administrator III	04-Dec-2017	Senior Consultant, SAP Sybase Texas

***New Position**

POLICY CBF (LOCAL), INVESTMENT POLICY REVIEW

Ms. Sosa 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, as required by state law, has reviewed Investment Policy, CBF (Local).

POLICY CFC (LOCAL), MEMBERSHIP FEES

Ms. Rodríguez-Dubberly 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, as required by state law, has reviewed Membership Fees, CFC (Local).

FOR INFORMATION ONLY ITEMS

Information was provided on the following items:

- Head Start Update
- Head Start Policy Council Report
- Personnel – Separations (Professional Staff)
- Board Election Update
- Expenditures in Excess of \$25,000
- Investment Report
- Accounts Receivable
- Executive Director’s Report

ADJOURNMENT

There being no further business, Ms. Meyer made a motion that the meeting be adjourned at 4:39 p.m. Mr. Carlson seconded the motion which was unanimously approved.

Board Chair

Board Secretary