

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

August 28, 2013

The Board of Directors of Education Service Center, Region 20 convened in a Board meeting at 6:36 p.m. on Wednesday, August 28, 2013, 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. Ronnie W. Eckel, Vice-Chairman
Ms. Kay Franklin, Secretary
Mr. Tom T. Winn, Member
Mr. Charles A. Carlson, Member

Also present were:

Dr. Ronny Beard, Executive Director
Dr. Jeff Goldhorn, Associate Director, Administrative & Instructional Services
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 & Community Services
Ms. Yvette Gomez, Component Director, School Support Services
Ms. Sherry Marsh, Component Director, Special Education Services
Ms. Carol Morgan, Component Director, Head Start Services
Mr. Paul Neuhoff, Component Director, Financial Services
Mr. Mike Peterson, Component Director, Tech. Development & Facilities Services
Ms. Janna Poth, Component Director, Instructional Services
Ms. Jan Dunevant, Executive Assistant

**MINUTES OF THE JUNE 19, 2013
MEETING**

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

BE IT RESOLVED, That the Board of Directors approves the minutes of the June 19, 2013 meeting.

**MINUTES OF THE JUNE 26, 2013
MEETING**

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

BE IT RESOLVED, That the Board of Directors approves the minutes of the June 26, 2013 meeting.

**MINUTES OF THE AUGUST 5, 2013
MEETING**

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

BE IT RESOLVED, That the Board of Directors approves the minutes of the August 5, 2013 meeting.

**AMENDMENTS TO THE 2012-2013
OFFICIAL BUDGET**

Mr. Winn made a motion to adopt the following resolution. Mr. Eckel seconded the motion and it carried unanimously.

BE IT RESOLVED, That the Board of Directors approves the 2012-2013 budget amendments reflected in the agenda.

**ADDITION TO THE SPECIAL
REVENUE FUND**

Mr. Eckel made a motion to adopt the following resolution. Mr. Winn seconded the motion and it carried unanimously.

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

COMMITMENT OF FUND BALANCE

Mr. Carlson 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 \$131,452 for non-spendable fund balance and \$7,596,685 in commitments of its General Fund Balance.

**2012-2013 FINAL AMENDED
OFFICIAL BUDGET**

Mr. Winn made a motion that the following resolution be adopted. Mr. Eckel 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 the Final Amended Budget, as presented, for Education Service Center, Region 20 for the fiscal year 2012-2013 ending August 31, 2013.

**2013-2014 PROPOSED OFFICIAL
BUDGET**

Mr. Carlson made a motion that the following resolution be adopted. Mr. Winn 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, 2013, and ending August 31, 2014, 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 2013; and

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

SALARY SCHEDULE FOR 2013-2014

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

BE IT RESOLVED, That the Board of Directors approves the 2013-2014 Salary Schedule in the amount of \$636,532.72 to become effective September 1, 2013 allowing for a 3% increase. Also included is an expenditure of up to \$16,000 in dedicated fund balance to provide all employees on the salary matrix with a minimum \$1,000 annualized salary increase.

CONTRACTS OVER \$25,000

Mr. Winn made a motion to adopt the following resolution. Mr. Carlson seconded the motion and it carried unanimously.

<u>Agency/School District</u>	<u>Contract Amount</u>	<u>Center Component</u>
ESC-20 IS PURCHASING SERVICES ON THE FOLLOWING CONTRACTS		
Texas A&M University – San Antonio Head Start Early Childhood Summer Institute, June 3 – July 11, 2013	\$25,863.00	Administrative and Instructional Services
Solid Border, Inc. Load Balancer Equipment and Professional Services	\$49,990.00	Information Technology
IAnywhere Solutions Inc. Software	\$427,653.75	Information Technology
IAnywhere Solutions Inc. Partner Agreement-OEM Software Distribution Agreement, July 1, 2013 – June 30, 2016	\$76,000.00	Information Technology

PERSONNEL – NEW EMPLOYEES AND SEPARATIONS (PROFESSIONAL STAFF)

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

NEW EMPLOYEES (PROFESSIONAL STAFF)			
<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>PREVIOUS EMPLOYMENT</u>
Bowling, Cindi	Educational Specialist, Discipline/Behavior	8-Jul-13	STAARS Teacher with Red Oak ISD
Cortez, Thomas (Tom)	Consultant, Business Services	24-Jun-13	Systems Specialist with Harlandale ISD
Enriquez, Janet Sanchez	Educational Specialist, Autism	8-Jul-13	Special Education Teacher with United ISD
Gallegos, Samantha	Coordinator III, School Support Services	5-Jun-13	Director of Secondary Curriculum with Harlandale ISD
Goodwin, Jamie	Educational Specialist, Inclusion	15-Jul-13	Special Education Liaison with John H. Wood Charter District
Jimenez, Eugene	Educational Specialist, Science	1-Aug-13	Teacher with Edgewood ISD
Kreusel, Mike	Quality Assurance Analyst I	17-Jun-13	Information Technology Consultant with DR Consulting
Martinez, Kimberly	Educational Specialist, Discipline/Behavior	15-Jul-13	Special Education Campus Coordinator with NEISD

Moore, Nicole	Educational Specialist, Early Childhood/PPCD	15-Jul-13	Special Education Teacher with NISD
Morlandt, Emily	Educational Specialist, Curriculum & Instruction for Low Incidence Disabilities	8-Jul-13	Life Skills Teacher with Hondo ISD
Rodriguez, Joel	Educational Specialist, Math	15-Jul-13	Secondary Mathematics Specialist with East Central ISD
Rosdahl, Lyle	Systems Documentation Analyst I	1-Aug-13	Copy Writer with Duable
Villarreal Simpson, Ana	Educational Specialist, Social Studies	10-Jun-13	Instructional Coach for Social Studies with Austin ISD

SEPARATIONS (PROFESSIONAL STAFF)

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE DATE</u>	<u>REASON</u>
Alvarez, Veronica	Educational Specialist, Bilingual/ESL	14-Jun-13	Resignation
Routin, Sherrie	Educational Specialist, Early Childhood	26-Jul-13	Resignation
Sellers, Dawn	Educational Specialist, Discipline/Behavior	19-Jul-13	Resignation
Cavazos, Esmeralda	Educational Specialist, Research and Development	31-Jul-13	Resignation

BE IT RESOLVED, That the Board of Directors confirms the appointment of new employees to the professional staff and acknowledges the separation of employment of the professional staff of ESC-20.

WORKERS' COMPENSATION

Mr. Eckel 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 approves the Interlocal Participation Agreement for Workers' Compensation coverage and services for 2013-2014 to become effective September 1, 2013.

PROPOSALS

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 proposals listed.

- Proposal for General Maintenance - Repairs
- Proposal for Janitorial Services
- Proposal for Living Science Materials
- Proposal for W-2 Forms
- Renewal Proposal for Insurance

**LEASE TO OWNERSHIP PURCHASE
FOR THE NEW IBM COMPUTER
SYSTEM**

Mr. Eckel 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 approves the lease to ownership option of the new IBM computer system for the TCC, and whereby the lease will be paid by the TCC operating funds over 36 months at \$50,408.25/Mo and at which time ownership of the equipment will be transferred to the Center as fiscal agent of TCC for \$1.00.

BOARD MEETING DATES FOR 2013-2014

Mr. Winn 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 approves the Board meeting dates for 2013-2014.

October 23, 2013	2:00 p.m.
December 18, 2013	2:00 p.m.
February 26, 2014	2:00 p.m.
May 7, 2014 (This is a luncheon at 11:30 with our superintendents. The board meeting follows lunch)	1:30 p.m.
June 25, 2014	2:00 p.m.
August 27, 2014	
Budget Work Session	4:00 p.m.
Public Hearing	5:00 p.m.
Regular Meeting	6:00 p.m.

FOR INFORMATION ONLY

The following items were listed for information only:

- Investment Report
- Expenditures in Excess of \$25,000
- Head Start Governing Body Roles & Responsibilities
- Accounts Receivable
- Executive Director's Report
 - ✓ Legislative Stand-Up Update
 - ✓ Baldrige Update

ADJOURNMENT

There being no further business, the meeting adjourned at 7:29 p.m.

Approved: Mr. Petter:

Attested: Ms. Franklin:
