



**Education Service Center Region 12
Board of Directors Meeting
Thursday, December 15, 2016 - 10 A. M.
2101 W. Loop 340 – Waco, TX 76712**

The Education Service Center Region 12 Board of Directors met on Thursday, December 15, 2016, at the center, 2101 W. Loop 340, Waco, TX at 10 a.m.

Board Members Present:

Joe Pirtle
Bill Killian
Bill Tarleton
Connie White
Alexis Neumann
Rex Daniels
John Turpin
Sarah Lane

Board Members Absent:

ESC Staff Members Present:

Jerry Maze
Sharon Henson
Terry Marak
Charlene Simpson
Larry Robinson
Tara Dillard

Discuss and Consider Approval of Minutes of October 13, 2016

With no correction to or questions about the minutes of the October 13, 2016 board meeting, the board approved them unanimously.

**MOTION: KILLIAN
SECOND: LANE**

Discuss and Consider Approval of Fund Balance Designations and Reservations

Per the GASB 54 policy, the ESC 12 management proposes the following fund balance assignments:

Non-spendable (Inventories, Prepaid Exps)	\$ <u>28,317</u>
Total Non-Spendable	\$ 28,317
Assigned 3550 (Construction)	\$150,000
Assigned 3570 (Equipment)	\$ 60,000
Assigned 3590 (Other)	<u>\$ 200,000</u>
Total Assigned	\$410,000

These assignments are for the 2016-17 fiscal year.

MOTION: DANIELS

SECOND: TURPIN

Discuss and Consider Approval of Annual Financial Report from Jaynes, Reitmeier, Boyd & Therrell, P.C.

Jaynes, Reitmeier, Boyd & Therrell, P.C. represented by Diana Ward at the board meeting, audited the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Education Service Center Region 12, as of and for the year ended August 31, 2016, which collectively comprise the Service Center's basic financial statements. The financial statements are the responsibility of the Center's management. The auditor's responsibility was to express opinions on the financial statements based on the audit.

In the auditors' opinion, the financial statements referred to present fairly, in all material respects, the respective financial position of governmental activities, each major fund, and the aggregate remaining fund information of Education Service Center Region 12 as of August 31, 2016, and the respective changes in financial position, where applicable, cash flows thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Detailed signed audit reports are available in the ESC Region 12 Business Office. The audit was unanimously approved by the board after Ms. Ward completed her report.

MOTION: DANIELS

SECOND: WHITE

Discuss and Consider Approval of Financial Reports

Mr. Marak discussed the bills paid as of September and October 2016, the board report as of October 31, 2016, the interest earnings report and the cash flow statement. The board unanimously approved all financial reports submitted by Mr. Marak.

MOTION: TARLETON
SECOND: LANE

Discuss and Consider Approval to Appoint Primary Submitter Designee for TEA Web Applications

Dr. Jerry Maze requested that TEA extend the authority issued to ESC 12 staff member, Sharon Henson, User Administrator in the role of Primary Submitter Designee. This will allow her to continue submitting to TEA the requests of staff who want access to TEA web applications. Dr. Maze requested that the Board authorize Sharon Henson to act as executive director designee for approving staff requests (also referred to as “submitting requests to TEA”) for access to one or more TEA web applications accessed through the TEA Secure Environment (TEASE). This authorization will be valid for the calendar year starting September 2016 through August 2017. The board unanimously approved the request for Mrs. Henson to act as executive director designee for approving staff requests.

MOTION: TARLETON
SECOND: DANIELS

Discuss and Consider Approval of the Dissolution of the Charter School Special Education Shared Service Agreement

Ms. Charlene Simpson explained that with only a few Charter schools participating, they have decided to dissolve the agreement.

MOTION: TARLETON
SECOND: DANIELS

Discuss and Consider Authorization to Begin Board Election Process

Dr. Maze informed the board that the *term of office* will expire for the board members listed below:

Rex Daniels, Place 3, Lampasas and Mills Counties
Sarah Lane, Place 6, Freestone and Navarro Counties
John Turpin, Place 7, Falls and Limestone Counties

All have agreed to seek re-election. No motion was required.

Executive Session in Accordance with Texas School Law Bulletin (Article 551.001)

An Executive Session was not required for this meeting.

Personnel Report

Mr. Larry Robinson submitted the personnel report to the board.



Personnel Report October 1 thru December 2, 2016

<i>Name</i>	<i>Position</i>	<i>Department/Division</i>
New Employees		
Sara Walker	Accountant III	Business & Information Services
Erica Kimbrough	Accountant I	Business & Information Services
Lilian Signey-Hall	Project Support Specialist	HOTWDB
Amanda Calame	ACE Site Coordinator	School Support & Grant Services
Tonya Schreiber	ACE Site Coordinator	School Support & Grant Services
Erin Holloway	Help Desk Technician I	Technology Services
Termination (<i>resignation, retirement, dismissal, etc.</i>)		
Fred Carey	Librarian	Personnel on Demand
Melissa Martinez	ACE Site Coordinator	School Support & Grant Services
Patricia Washburn	ACE Site Coordinator	School Support & Grant Services
FMLA		
Laura Daily	E-Rate Specialist	E-Rate Consulting Services
Vicky White	E-Rate Specialist Lead	E-Rate Consulting Services
Sugey Jaimes	Project Support Specialist	HOTWDB
Morgan Williams	GEAR UP Site Facilitator	School Support & Grant Services
Kaitlyn Crow	Help Desk Technician I	Technology Services
Medical Leave		
Sugey Jaimes	Project Support Specialist	HOTWDB
Workers Comp		

Receive Informational Reports

Dr. Maze discussed the upcoming Quality Leadership/Synergy Conference that will take place January 12-13, 2017 in San Antonio.

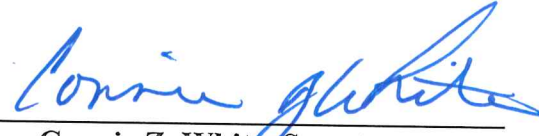
There being no further business the meeting was adjourned.

MOTION: DANIELS

SECOND: TURPIN



Joe Pirtle, Chairman



Connie Z. White, Secretary