



**Education Service Center Region 12
Board of Directors Meeting
Thursday, August 11, 2016 – 10 A. M.
2101 W. Loop 340, Waco, TX 76712**

The Board of Directors of the Education Service Center Region 12 met at 10 a.m. on Thursday, August 11, 2016 at the center, 2101 W. Loop 340, Waco, TX.

Board Members Present:

Joe Pirtle
Bill Killian
Sarah Lane
John Turpin
Bill Tarleton
Connie Z. White

Board Members Absent:

Alexis Neumann
Rex Daniels

Staff Members Present:

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

The meeting was called to order by Chairman Joe Pirtle.

Discuss and Consider Approval of Minutes for June 16, 2016 Meeting

With no correction to or questions about the minutes of the June 16, 2016 board meeting, the board approved them unanimously.

MOTION: Killian

SECOND: Turpin

Discuss and Consider Approval of Financial Reports

Mr. Terry Marak, Chief Financial Officer, discussed the monthly financial reports which included the bills paid as of May 31, 2016 and June 30, 2016, the board report as of June 30, 2016 and the interest earnings and cash flow reports. The board unanimously approved all financial reports submitted by Mr. Marak.

MOTION: Tarleton

SECOND: White

Discuss and Consider Approval of Audit Engagement Letter for 2016-2017

Mr. Marak explained that this is a contract that Region 12 signs annually. The board unanimously approved the contract for 2016-2017.

MOTION: Killian
SECOND: Tarleton

Discuss and Consider Employee Compensation Plan 2016-2017

Mr. Terry Marak recommended a 2.5% Midpoint raise for all staff. Mr. Larry Robinson discussed the benefits offered to employees and recommended that we increase the amount ESC 12 pays toward employee insurance from \$510.00 to \$530.00. The board approved the recommendations.

MOTION: Turpin
SECOND: Killian

Discuss and Consider Approval of Original Annual Operating Budget for 2016-2017

Mr. Terry Marak presented the Original Annual Operating Budget and discussed the details of the budget with the board and the 2016-2017 annual operating budget was approved.

MOTION: White
SECOND: Lane

Discuss and Consider Approval of the RFP for Center Property Casualty Insurance Beginning in the 2016-2017 Fiscal Year

Mr. Terry Marak discussed the three bids received and asked that the Board approve TREA as the company ESC 12 will use for property casualty for three years. Bill Tarleton recused himself from the vote due to his recent employment with TREA.

MOTION: Killian
SECOND: Turpin

Discuss and Consider Approval to give Sharon Henson, Charlene Simpson, and Terry Marak Grant Signature Authority

Mrs. Sharon Henson explained that Dr. Maze has recommended that she, Charlene Simpson and Terry Marak all be given the authority to sign ESC 12 Grants. The Board approved the recommendation.

MOTION: Tarleton
SECOND: Turpin

Discuss and Review ESC Localized Policy Update 21 (Legal) Policies and Discuss and Consider Approval of ESC Localized Policy Manual Update 21 (Local) Policies

Mr. Larry Robinson explained the legal and local changes & updates to the Board and the Board approved all changes and updates.

MOTION: Tarleton

SECOND: Lane

Discuss and Consider Purchase of Service from Imagine Learning for District Literacy Services

Mr. Marak explained that this is a service we purchase annually and the benefits associated with this service that assist students with literacy throughout Region 12.

MOTION: White


SECOND: Killian

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

An executive session was not required for this meeting.

Receive Personnel Report

Mr. Larry Robinson submitted the personnel report to the board as it is listed below.

		Personnel Report <i>June 7, 2016 thru August 1, 2016</i>
Name	Position	Department/Division
New Employees		
Amberly Walker	Ed. Specialist I	Federal Programs
Andi McNair	Ed. Specialist I	General Education Services
Jose Palacios	Project Manager	HOTWDB
Glenn Pittman	School Finance/Field Service Agent	School Finance/Academic & Administrative Services
Marchelle Kennedy	ACE 9 Family Engagement Specialist	School Support & Grant Services
Melissa Martinez	ACE 9 Site Coordinator	School Support & Grant Services
Nicole Mishnick	ACE 9 Project Manager	School Support & Grant Services
Debra Demerson	ACE 9 Site Coordinator	School Support & Grant Services
Courtney Mears	ACE 9 Site Coordinator	School Support & Grant Services
Valerie Morel	ACE 9 Site Coordinator	School Support & Grant Services
Kristen Curry	ACE 8 Site Coordinator	School Support & Grant Services
Patricia Washburn	ACE 8 Site Coordinator	School Support & Grant Services
Christina Rivera	GEAR UP Site Facilitator	School Support & Grant Services
Katawaba Brown	GEAR UP Site Facilitator	School Support & Grant Services
Termination <i>(resignation, retirement, dismissal, etc.)</i>		
Bill Shuttlesworth	Ed. Specialist I	General Education Services
Jared Disher	Ed. Specialist I	General Education Services
Mary Ivy	ACE 7 Family Engagement Specialist	School Support & Grant Services
Marcia Anderson	ACE 7 Project Director	School Support & Grant Services
Chantelle Hurt	ACE 7 Site Coordinator	School Support & Grant Services
Christal Lehman	ACE 7 Site Coordinator	School Support & Grant Services
Janice Jernigan	ACE 7 Site Coordinator	School Support & Grant Services
Keith Coffey	ACE 7 Site Coordinator	School Support & Grant Services
Kendra Rabroker	ACE 7 Site Coordinator	School Support & Grant Services
Shelley Hale	ACE 7 Site Coordinator	School Support & Grant Services
Sue Dickinson	ACE 7 Site Coordinator	School Support & Grant Services
Kandace Beckham	Ed. Specialist I	School Support & Grant Services
Sharron Stephenson	Ed. Specialist I	School Support & Grant Services
Angenet Wilkerson	GEAR UP Site Facilitator	School Support & Grant Services
Lynn Hundley	GEAR UP Site Facilitator	School Support & Grant Services
Becca Bell	Director	Special Projects
John Ghazzagh	Technology Specialist II	Technology Services
James Watson	Technology Specialist III	Technology Services
FMLA		
Marilyn Rene Clayton	Manager of Industrial & Community	HOTWDB
Elizabeth Priddy	GEAR UP Site Facilitator	School Support & Grant Services
Medical Leave		
None		
Workers Comp		
Vicky White	E-Rate Specialist Lead	E-Rate Consulting

8-16AIR

Receive Informational Reports

The board received the following informational reports:

- **Marketing Update** – Charlene Simpson
Charlene shared that we have completed 95% of contracts with our districts.
- TASA/TASB Conference Update
- AESA Conference – Savannah – November 30-December 2, 2016

There being no further business the meeting was adjourned at 11:25 a.m.

MOTION: Killian

SECOND: Tarleton



Joe Pirtle, Chairman



Connie Z. White, Secretary