

Education Service Center Region 12
Board of Directors Meeting
Thursday, August 14, 2008
2101 W. Loop 340
Waco, TX 76712

The Board of Directors of the Education Service Center Region 12 met on Thursday, August 14, 2008, at the center, 2101 W. Loop 340, Waco, TX.

Board Members Present:

Bill Killian, Vice-Chairman
Mike Caplinger
Rex Daniels
Sarah Lane

Board Members Absent:

Joe Pirtle
Connie White
Sharon Barnes
Clarence Fields

Staff Members Present:

Dr. Tom Norris
Dr. Robert Scott
Dr. Hazel Rowe
Sandra Nolan
Jerry Maze
Sharon Henson
Dr. Leslie Bennett
Terry Marak
Vivian L. McCoy

Mr. Bill Killian, Vice Chairman of the ESC Region 12 Board of Directors, called the meeting to order.

Oath of Office for New Board Member

Vivian L. McCoy administered the Oath of Office to re-elected board member, Sarah Lane, Place 6 for Freestone and Navarro Counties. Mrs. Sharon Barnes, Place 7 for Falls and Limestone Counties, was unable to attend the board meeting.

Approval of Minutes for June 19, 2008 Meeting

With no corrections to or questions about the minutes of the June 19, 2008 board meeting, the board approved them unanimously.

MOTION: DANIELS
SECOND: LANE

Financial Reports

Mr. Terry Marak discussed the following financial reports:

- Bills Paid as of June 30, 2008
- Bills Paid as of July 31, 2008
- Board Report
- Interest Earnings Report
- Cash Flow

The board unanimously approved all reports submitted by Mr. Marak.

MOTION: LANE

SECOND: DANIELS

Review and Approval of Bids

The ESC Region 12 requested bids from four vendors on an identity package to be used by all employees for 12 to 15 months and one bid was received. Based on cost and the ability to meet all specifications, (including timelines), ESC Region 12 management chose Alpha Graphics to provide the Center with this Identity Package. The board unanimously approved the recommendation of Alpha Graphics to provide the Center with this Identity Package.

MOTION: DANIELS

SECOND: LANE

The Education Service Center Region 12 requested bids on two mid-size new or program cars. Region 12 published the request for bids and also faxed specifications to area dealerships. Two municipal purchase and lease bids were received from Bird-Kultgen Ford and Allen Samuels Chevrolet. All of the bids received met the required specifications as requested by ESC Region 12. Based on cost and cash flow factors, the ESC Region 12 management requests that the Board of Directors approve the bid submitted by Bird-Kultgen Ford for the lease/purchase of two 2009 Fusion SEs (4 Cycl).

MOTION: DANIELS

SECOND: LANE

The Education Service Center Region 12 issued a request for quote (RFP) for catering. Region 12 published the request for proposal in the local paper and also faxed the request to several current caterers used by the Center in 2007-08. Four proposals were received and all the proposals met the RFP specifications. The staff requested approval to use these four catering vendors for use at ESC Region 12. The board unanimously approved the request from the staff to use each vendor.

MOTION: LANE

SECOND: DANIELS

Bids were solicited for the purchase of presentation equipment for the re-modeled Independence Room. These are the same equipment items in place in the other workshop rooms in the center. Bids were received from Padgitt's of Waco and Visual Innovations located in Austin and both bids include installation. The bid from Padgitt's was the lowest and best bid. The staff recommended approval of the bid from Padgitt's for the acquisition of presentation equipment for the Independence Room and the board unanimously approved their recommendation.

MOTION: DANIELS
SECOND: LANE

Final Amended Budget

Terry Marak presented to the board and discussed the final amended budget by fund type and function for fiscal year ending August 31, 2008. Unanimously, the final amended budget was approved by the board.

MOTION: LANE
SECOND: DANIELS

Approval of ESC Region 12 Staff for 2008-2009 School Year

Dr. Leslie Bennett presented a list of full-time and part-time staff members for ESC Region 12 effective September 1, 2008. The compensation for these employees was included in the proposed 2008-2009 Annual Operating Budget. The board unanimously approved the list of full-time and part-time staff members.

MOTION: DANIELS
SECOND: LANE

Review Update 13 LEGAL Policies and Approve Update 13 LOCAL Policies

The ESC Region 12 Board reviewed the LEGAL policies and approved LOCAL policies as outlined in Update 13. The board unanimously added, revised, or deleted (LOCAL) policies as recommended by TASB Policy Service and according to the Instruction Sheet for TASB Localized Policy Manual Update 13.

MOTION: LANE
SECOND: DANIELS

Approval of Operating Annual Budget 2008-2009

Mr. Marak presented budget estimates for 2008-2009 as of July 31, 2008. He informed the board that this budget represents the original starting point for the upcoming fiscal

year. Executive management will bring several amendments regarding this budget to the board throughout the 2008-2009 fiscal year. The board unanimously approved the operating budget for 2008-2009.

MOTION: DANIELS
SECOND: LANE

Review and Approve Proposal by Seawinn, Inc. for Share Point Server and Related Technologies and Business Intelligence Services

Dr. Norris recommended that the ESC Region 12 work with Seawinn, Inc. to develop Software Requirements to fulfill technical design and scope established during the design phase. Seawinn will work collaboratively with ESC 12's designated team to revitalize the current solution for managing the documentation process while working collaboratively with the client's designated team. Seawinn will also work with key ESC 12 stakeholders to develop a scope definition of data points for the ProfitBase data warehouse. These definitions will be used to populate the Performance Points server for the data analysis and Dashboard creation. These dashboards will be generated into Webparts and integrated into the SharePoint Environment. The board unanimously approved the proposal by Seawinn.

MOTION: DANIELS
SECOND: LANE

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

The board met in a closed executive session at 11:17 a.m. to discuss a personnel issue. Mr. Killian, Vice Chairman and presiding officer for this board meeting, announced the end of the closed session at 11:35 a.m. and continued the regular board meeting.

Personnel Report

The Personnel Report was presented to the board by Dr. Leslie Bennett. The following people were employed by ESC 12:

- Cassandra Bianchi Accountant II
- Christine Holecek Education Specialist I/Title I/Career and Technology
- Matthew Marshall Intern
- Debbie Piscacek Education Specialist I/Secondary Education
- Leah Stone Secretary II

The following staff members resigned their position from ESC 12:

- Ashley Henager Intern
- Terri Kroll Department Assistant

- Mary Segars Education Specialist I
- Joe Shafer Technology Specialist II

There being no further business, the board and staff adjourned for lunch with the new ESC Region 12 superintendents. The yearly public hearing was given to the board and new superintendents during the luncheon by Sandy Nolan, Associate Executive Director for School Improvement Services.

Joe Pirtle, Chairman

Sharon Barnes, Secretary