



**Education Service Center Region 12
Board of Directors Meeting
Thursday, December 13, 2018 - 10 A. M.
2101 W. Loop 340 – Waco, TX 76712**

The Education Service Center Region 12 Board of Directors met on Thursday, December 13, 2018, at the center, 2101 W. Loop 340, Waco, TX at 10 a.m.

Board Members Present:

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

Board Members Absent:

ESC Staff Members Present:

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

Discuss and Consider Approval of Minutes of October 18, 2018

With no correction to or questions about the minutes of the October 18, 2018 board meeting, the board approved them unanimously.

**MOTION: WHITE
SECOND: KILLIAN**

Discuss and Consider Approval of Fund Balance Designations and Reservations

Mr. Terry Marak reviewed the 2018-2019 Fund Balance designation with the Board and it was unanimously approved.

**MOTION: KILLIAN
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, 2018, which collectively comprise the Service Center's basic financial statements. A detailed signed audit report is 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: TARLETON

Discuss and Consider Approval of Financial Reports

Mr. Marak discussed the bills paid as of September and October 2018, the board report as of October 31, 2018, the interest earnings report and the cash flow statement. The board unanimously approved all financial reports submitted by Mr. Marak.

MOTION: TARLETON
SECOND: DANIELS

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 members, Sharon Henson, Terry Marak and Charlene Simpson in the role of Primary Submitter Designee. This will allow them 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, Terry Marak and Charlene Simpson 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 2018 through August 2019. The board unanimously approved the request for Sharon Henson, Terry Marak and Charlene Simpson to act as executive director designee for approving staff requests.

MOTION: KILLIAN
SECOND: WHITE

Discuss Information Report Regarding Internet Consortium

Nick Brown explained that we are currently re-visiting the process. An RFP went out in August. They will evaluate these soon but as of now no determinations have not been made.

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:

Connie Z. White, Place 4, Hamilton and Coryell Counties

Bill Tarleton, Place 5, Bosque and Hill Counties

Both have agreed to seek re-election.

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

An Executive Session was not required for this meeting.

Receive Building Renovation Report

Terry Marak explained that the renovation to building 3 is underway. The plan is to move the Print Center to building 3 as well as adding restrooms. Also looking to update cubicle space in building 2.

Personnel Report

Mr. Terry Marak submitted the personnel report to the board.



Personnel Report

October 5, 2018 thru December 7, 2018

<i>Date</i>	<i>Name</i>	<i>Position</i>	<i>Department/Division</i>
New Employees			
11/27/2018	Michael Donahue	Counselor	Personnel on Demand
Termination (resignation, retirement, dismissal, etc.)			
1/31/2019	Sharon Henson	Deputy Executive Director	School Support & Grant Services
10/31/2018	Lisa Plemons	Ed. Specialist	Special Education Services
FMLA			
10/23/2018	Cornie Thompson	Clerk/Greeter	Academic & Administrative Services
11/13/2018	Tonya Ramos	Ed. Specialist	Federal Programs
10/29/2018	Shirley Cuff	HR/Benefits Officer	Human Resources
Medical Leave			
Workers Comp			
10/9/2018	Kristen Arterbury	Assistant Director	General Education Services

12-18/HR/1

1-18/ES

Receive Informational Reports

Dr. Maze discussed the upcoming Quality Leadership/Synergy Conference that will take place January 9-11, 2019 in Austin.

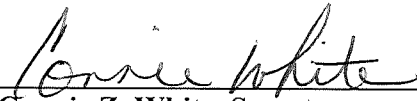
There being no further business the meeting was adjourned.

MOTION: KILLIAN

SECOND: TARLETON



Joe Pirtle, Chairman



Connie Z. White, Secretary