



Education Service Center Region 12
Board of Director's Meeting
Thursday, December 14, 2023 – 10 A. M.
2101 West Loop 340 Waco, TX 76712

The Board of Directors of the Education Service Center Region 12 met on Thursday, December 14, 2023, at the center, 2101 W. Loop 340, Waco, TX.

Board Members Present:

Bill Killian
Rose Cameron
Rex Daniels
Kerry Hansen
Alexis Neumann

Board Members Absent:

Kevin Stanford
John Turpin

Staff Members Present:

Jerry Maze
Terry Marak
Tammy Becker
Larry Robinson
Patrick Murphy
Tara Dillard

Staff Members Absent:

The meeting was called to order by Chairman Bill Killian

Discuss and Consider Approval of Fund Balance Designations and Reservations

Mr. Terry Marak reviewed the 2023 Fund Balance designation with the Board along with future projects related to construction, equipment, Share the Success, and Tech Foundation. The Fund Balance Designations were approved unanimously.

MOTION: Hansen

SECOND: Cameron

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

Jaynes, Reitmeier, Boyd, and 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, 2023, 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 the report.

MOTION: Daniels

SECOND: Cameron

Discuss and Consider Approval of Minutes for October 19, 2023 Meeting

With no correction to or questions about the minutes of the October 19, 2023 board meeting, the board approved the minutes unanimously.

MOTION: Cameron

SECOND: Hansen

Discuss and Consider Approval of Financial Reports

Mr. Terry Marak discussed the bills paid as of September 30, 2023 and October 31, 2023, the board report, the interest earnings and cash flow reports. All reports were approved unanimously by the board.

MOTION: Hansen

SECOND: Daniels

Discuss and Consider Authorization to Begin Board Election Process

- Bill Killian, Place 1, McLennan County
- Kerry Hansen, Place 2, Bell County

All Board members indicated that they plan to run for re-election. The board unanimously approved the authorization to begin the election process.

Review and Discuss Annual Performance Report

Tammy Becker reviewed and discussed the Annual Performance Report with the Board.

Discuss and Consider Approval of Two GEAR UP Student Summer Trips to New York and Boston, not to Exceed \$425,000

The ESC Region 12's GEAR UP grants are planning student trips to New York and Boston for the upcoming summer. Both GEAR UP grants will have students participating and the cost of the trips will be in excess of \$250,000. The center will obtain quotes from the various board approved purchasing cooperatives that ESC Region 12 is a member of and has used for other purchasing needs in the past. Based on this information, the ESC Region 12 management requests the Board approve the ESC 12 staff using one of the Board approved purchasing cooperatives to purchase an all-inclusive New York/Boston student trip package not to exceed \$425,000. The Board unanimously approved the request as stated.

MOTION: Cameron

SECOND: Daniels

Discuss and Consider Approval of an End of Year Upward Bound Student Summer Trip to New York not to Exceed \$120,000

ESC Region 12's Upward Bound grants are planning student trips to New York for the upcoming summer. All three Upward Bound grants will have students participating and the cost of the trips will be in excess of \$50,000. The center will obtain quotes from the various board approved purchasing cooperatives that ESC Region 12 is a member of and has used for other purchasing needs in the past. Based on this information, the ESC Region 12 management requests the Board approve the ESC 12 staff using one of the board approved purchasing cooperatives to purchase an all-inclusive New York student trip package no to exceed \$120,000. The Board unanimously approved the request as stated.

MOTION: Daniels

SECOND: Hansen

Discuss and Consider Approval of RFP for Comprehensive College and Career Readiness Service (e.g. SAT prep, application assistance, STAAR boot camps, etc.)

Education Service Center Region 12 issued an RFP for Comprehensive College and Career Readiness Services. The Center received seven responses and would like to select multiple vendors to provide materials and services. Education Service Center Region 12 management requests that MasteryPrep, LLC and Cambridge Educational Services be approved as vendors. The Board unanimously approved the request as stated.

MOTION: Cameron

SECOND: Hansen

Discuss and Consider Approval of Upward Bound Residential Stay Not to Exceed \$75,000

Education Service Center Region 12's Upward Bound grant issued an RFP for a summer residential stay for grant students. Region 12 is in the process of contacting Universities to ask them to respond to the RFP. The RFP has been extended through January 2024 and will not exceed \$75,000. ESC Region 12 management requests the Board approve an Upward Bound Residential stay not to exceed \$75,000. The Board unanimously approved the request as stated.

MOTION: Daniels
SECOND: Cameron

Discuss and Consider Approval to Replace the Partition Doors in Waco ABCD, Bluebonnet, Mockingbird, and Pecan Meeting Rooms in Excess of \$50,000

ESC Region 12 is planning to purchase sliding door partitions for Waco ABCD, Bluebonnet, Mockingbird, and Pecan Meeting rooms because the current partitions are breaking down and parts have become impossible to locate. ESC Region 12 issued an RFP and received one response from TRW (Modern Fold). ESC Region 12 management requests the Board approve the purchase of the sliding door partitions from TRW. The Board unanimously approved the request as stated.

MOTION: Cameron
SECOND: Daniels

Discuss and Consider Purchase of New Furniture for Brazos, Bowie, Tech Lab, and Travis Meeting Rooms in Excess of \$50,000

ESC Region 12 is planning to purchase furniture for Brazos, Bowie, Tech Lab, and Travis meeting rooms. The furniture purchased will be similar to what has been purchased for other updated meeting rooms. ESC Region 12 management recommends the Board approve Omnia Partners Cooperative to purchase the furniture. The purchase will be in excess of \$50,000 not to exceed \$150,000. The Board unanimously approved the request as stated.

MOTION: Hansen
SECOND: Cameron

Discuss and Consider Approval of 2024-2025 ESC Region 12 Calendar

The proposed 2024-2025 calendar was presented by Mr. Larry Robinson. Mr. Robinson explained the process of developing the calendar. The calendar was approved unanimously by the board.

MOTION: Daniels

SECOND: Hansen

Discuss and Consider Public Information Act Deadline Schedule Calendar Dates

This Act allows ESC Region 12 the opportunity to designate ten days as our non-public deadline answering days. The Board unanimously approved the deadline schedule calendar dates.

MOTION: Daniels

SECOND: Cameron

Discuss Facilities Report

Mr. Larry Robinson shared that we will be replacing the partition doors in our large meeting rooms and receiving new meeting room furniture for Brazos, Bowie, the Tech Lab, and Travis.

Executive Session in Accordance with 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.



Personnel Report
October 04, 2023 thru December 04, 2023
Sorted alphabetically by department

Date	Name	Position	Department/Division
New Employees			
11/27/2023	Alicia Naspretto	Digital Content & Web Specialist	Communications
11/06/2023	Tracy Sherrod	TSDS/PEIMS Analyst (P/T)	Information Services
11/13/2023	Brittney Enders	Nurse (P/T)	Personnel on Demand
10/23/2023	Jason Adams	School Finance Agent/Service Agent	School Finance
12/04/2023	James Watson	Technology Specialist III/Coordinator	Technology Services
Interns			
Employee Changes			
11/06/2023	Terri Henson	Moved to Texas Education Exchange TSDS Analyst from Skyward Student Software Analyst	Information Services
11/01/2023	Matilda Alonza	Moved to Technology Specialist III/Cybersecurity Specialist from Tech Specialist II	Technology Services
Termination (resignation, retirement, dismissal, etc.)			
12/01/2023	Scott Perez	Education Specialist	Special Education Services

12-23/HR

Receive Informational Reports

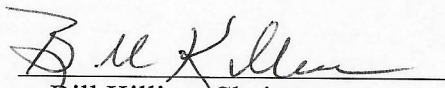
- AESA Report

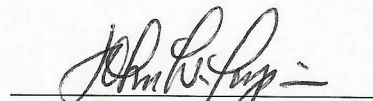
Dr. Maze thanked the Board for attending the AESA National Conference in Anaheim and shared that it was a good conference with over 900 registered attendees.

ADJOURNMENT:

MOTION: Cameron

SECOND: Daniels


Bill Killian, Chairman


John Turpin, Secretary

12-23/ES