



**Education Service Center Region 12
Board of Directors Meeting
Thursday, August 15, 2019 – 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 15, 2019 at the center, 2101 W. Loop 340, Waco, TX.

Board Members Present:

Rex Daniels
Bill Killian
Sarah Lane
Connie Z. White
Bill Tarleton
Kerry Hansen

Board Members Absent:

John Turpin

Staff Members Present:

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

The meeting was called to order by Chairman Bill Killian.

Discuss and Consider Approval of Minutes for June 27, 2019 Meeting

With no correction to or questions about the minutes of the June 27, 2019 board meeting, the board approved them unanimously.

MOTION: Daniels

SECOND: Tarleton

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, 2019 and June 30, 2019, the board report as of June 30, 2019 and the interest earnings and cash flow reports. The board unanimously approved all financial reports submitted by Mr. Marak.

MOTION: Hansen

SECOND: White

Discuss and Consider Approval of Audit Engagement Letter for 2018-2019

Mr. Marak explained that this is a contract that Region 12 signs annually. The board unanimously approved the contract for 2018-2019.

MOTION: Tarleton
SECOND: Daniels

Discuss and Consider Employee Compensation Plan 2018-2019

Mr. Larry Robinson explained that Executive Cabinet has recommended a 3% Midpoint raise for all staff. The board approved the recommendation.

MOTION: Lane
SECOND: Hansen

Discuss and Consider Approval of Original Annual Operating Budget for 2019-2020

Mr. Terry Marak presented the Original Annual Operating Budget and discussed the details of the budget with the board and the 2019-2020 annual operating budget was approved.

MOTION: Daniels
SECOND: White

Discuss and Consider Approval of Amendments to the ESC Region 12 Records and Retention Schedule

Mr. Larry Robinson explained the changes to the Records and Retention Schedule that will ultimately reduce the amount of paper documents stored. The Board approved all changes.

MOTION: Tarleton
SECOND: Hansen

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

Ms. Charlene Simpson explained that this is a service we purchase annually and the benefits associated with this service assist students with literacy throughout Region 12. The board unanimously approved the purchase of Imagine Learning.

MOTION: Daniels
SECOND: Lane

Discuss and Consider Approval of Contracts with Vendors Regarding the Region 12 Health Benefits Cooperative, now called the “Universal Benefits Consortium”

Dr. Jerry Maze shared with the Board that this Co-op will help drive down health insurance costs for our educators and asked the board for approval to move forward with this consortium. The board unanimously approved the motion.

MOTION: Tarleton

SECOND: Lane

Discuss and Consider Approval of ESC Region 12 Building Remodel, Selection of General Contractor, and Selection of Office Furniture Vendor

This includes renovation of all Staff areas and new furniture. It will also include new furniture for Waco ABCD meeting rooms. The board unanimously approved the motion.

MOTION: Hansen

SECOND: Tarleton

Discuss Facilities Update Plan

Building 3 will be getting new carpet and furniture. There will be two Mother’s Rooms constructed for our participants and employees.

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



June 17, 2019 thru August 12, 2019

Sorted alphabetically by department

| Date | Name | Position | Department/Division |
|---|----------------------|-------------------------------------|------------------------------------|
| New Employees | | | |
| 7/15/2019 | Megan Madison | Graphic Design & Communications | Customer & Marketing Services |
| 7/15/2019 | Aaron Ochoa | Printing & Graphics Associate | Customer & Marketing Services |
| 8/12/2019 | Jennifer Dyson | Secretary II | E-Rate Consulting Services |
| 7/15/2019 | Allison Harvey | E-Rate Specialist | E-Rate Consulting Services |
| 6/3/2019 | Toni Contreras | Intermittent/Tutor | Federal Programs |
| 6/3/2019 | Liliana Leon Valle | Intermittent/Tutor | Federal Programs |
| 8/1/2019 | Kristi Burke | GEAR UP Site Facilitator | Grant Services |
| 8/1/2019 | Sarah Coker | GEAR UP Site Facilitator | Grant Services |
| 8/1/2019 | Chelsea Collins | ACE Site Coordinator - Cycle | Grant Services |
| 8/1/2019 | Kristen Curry | GEAR UP Site Facilitator | Grant Services |
| 8/1/2019 | Jennifer Gibson | GEAR UP Site Facilitator | Grant Services |
| 8/1/2019 | Lynn Hundley | GEAR UP Site Facilitator | Grant Services |
| 8/1/2019 | Chantelle Hurt | ACE Site Coordinator - Cycle 9 | Grant Services |
| 8/1/2019 | Tracie Killingsworth | ACE Site Coordinator - Cycle 10 | Grant Services |
| 8/2/2019 | Cynthia Ries | ACE Site Coordinator - Cycle 10 | Grant Services |
| 8/1/2019 | Allyson Romine | GEAR UP Site Facilitator | Grant Services |
| 8/1/2019 | Lauren Saldana | GEAR UP Site Facilitator | Grant Services |
| 8/1/2019 | Allison Spencer | GEAR UP Site Facilitator | Grant Services |
| 8/1/2019 | Kristin Staggs | GEAR UP Site Facilitator | Grant Services |
| 8/1/2019 | Robyn Urive | Student Services Analyst | Information Services |
| 7/1/2015 | David Hamilton | Instr. Leadership/School Imprmt Lia | Superintendent & Campus Leadership |
| Termination (resignation, retirement, dismissal, etc.) | | | |
| 6/17/2019 | Jessica Badeaux | General Support/Intern | Customer & Marketing Services |
| 8/23/2019 | Hannah Dillard | General Support/Intern | Executive Services |
| 8/14/2019 | Katelyn Mayes | General Support/Intern | E-Rate Consulting Services |
| 8/5/2019 | Rebekah Roper | General Support/Intern | Federal Programs |
| 7/31/2019 | Rachel Hannah | ACE Site Coordinator - Cycle 9 | Grant Services |
| 8/2/2019 | Owedia Kemp | ACE Site Coordinator - Cycle 9 | Grant Services |
| 7/31/2019 | Stephanie Striplin | ACE Site Coordinator - Cycle 10 | Grant Services |
| 7/29/2019 | Alyssa Miele | General Support/Intern | General Education Services |
| 8/15/2019 | Eddie Ramos | General Support/Intern | Special Education Services |
| FMLA | | | |
| 7/10/2019 | Leslie Huntsman | Office Manager - BRIC | General Education Services |
| 7/1/2019 | Sue Jordan | Secretary II | General Education Services |
| Medical Leave | | | |
| Workers Comp | | | |
| 6/18/2019 | Brandy Frazier | GEAR UP Site Facilitator | Grant Services |

8-19/HR

8-19/ES

Receive Informational Reports

The board received the following informational reports:

- TASA/TASB Conference –Dallas – September 20-22, 2019
- AESA Conference – Phoenix – December 4 - December 7, 2019

There being no further business the meeting adjourned.

MOTION: White

SECOND: Daniels



Bill Killian, Chairman



Sarah Lane, Secretary