



**Education Service Center Region 12  
Board of Directors Meeting  
Thursday, April 15, 2010 – 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, April 15, 2010, at the center, 2101 W. Loop 340, Waco, TX.

**Board Members Present:**

Joe Pirtle  
Bill Killian  
Mike Caplinger  
Rex Daniels  
Sarah Lane  
Connie White

**Board Members Absent:**

Clarence Fields

**Staff Members Present:**

Dr. Tom Norris  
Dr. Hazel Rowe  
Dr. Leslie Bennett  
Terry Marak  
Vivian L. McCoy

Mr. Joe Pirtle, ESC Region 12 Board Chairman, asked for a moment of silence in memory of Mrs. Sharon Barnes, Board Secretary, who passed away on March 31, 2010. Mrs. Barnes represented Falls and Limestone Counties. The meeting was then called to order by Chairman Joe Pirtle.

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

The ESC Region 12 Board of Directors on April 15, 2010, beginning at 10:03 a.m. convened in a closed or executive session in accordance with the Texas Open Meetings Act. Subjects discussed in the executive session:

1. Consider Complaint from Employee
2. Consider Retirement of Executive Director

The board ended its executive session at 10:29 a.m. and unanimously accepted the retirement letter of Dr. Tom Norris, ESC Region 12 Executive Director. Dr. Norris has been employed as the executive director since August 1998. Dr. Norris was not in attendance at the board meeting after the executive session ended.

**MOTION: KILLIAN**  
**SECOND: LANE**

***Discuss and Consider Approval of Minutes for February 18, 2010 Meeting***

There were no corrections to the minutes of the February 18, 2010 meeting and they were approved unanimously by the board.

**MOTION: DANIELS**  
**SECOND: KILLIAN**

***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 February 29, 2010 and March 31, 2010, the board report as of March 31, 2010 and the interest earnings and cash flow reports. The board unanimously approved all financial reports submitted by Mr. Marak.

**MOTION: DANIELS**  
**SECOND: WHITE**

***Discuss and Consider Approval of Mid-Year Budget Amendment***

Mr. Marak presented a mid-year amended budget by fund type and function for fiscal year ending August 31, 2010. After his presentation, the board unanimously approved the mid-year budget amendment.

**MOTION: WHITE**  
**SECOND: KILLIAN**

***Discuss and Consider Approval of Board Election Results***

Each place on the ESC Region 12 Board of Directors was uncontested. Mrs. Connie White, who represents Place 4 on the board and Mr. Clarence Fields, who represents Place 5 on the board, were both re-elected to the board. The board unanimously accepted the election results.

**MOTION: DANIELS**  
**SECOND: LANE**

***Discuss and Consider Replacement for Deceased Board Member, Mrs. Sharon Barnes, Place 7, Representing Falls and Limestone Counties***

The board unanimously recommended that the ESC Region 12 staff contact superintendents in Falls and Limestone Counties and request recommendations to fill the position held by Mrs. Barnes who represented Place 7 on the board.

**MOTION: KILLIAN**

**SECOND: WHITE**

***Discuss and Consider Resolution Authorizing the Submission of the Application for the School-Wide Bullying Prevention Program to the Criminal Justice Division, Office of the Governor***

The ESC Region 12 Board of Directors discussed and considered a resolution authorizing the submission of the application for the school-wide bullying prevention program to the criminal justice division, office of the governor. The board unanimously approved the submission of the application.

**MOTION: LANE  
SECOND: WHITE**

***Discuss and Consider Approval of Student Loan Program Agreement with Angelina (Brazos Higher Education Service Corp.)***

Mr. Marak discussed the Texas BEST Traditional PRIVATE LOAN Proposal (Student Loan Program) that ESC Region 12 has been considering. After thoroughly reading the overall program terms, the center will continue to research the conditions before making a commitment to become involved with the student loan program with Angelina (Brazos Higher Education Service Corp.). This agenda item was for discussion only and no action was required by the board.

***Discuss and Consider Approval of TRS-Active Care Costs for 2010-2011 Employee Only Health-Care Cost Increase***

ESC Region 12 pays the entire cost of the employee-only healthcare, as approved by the ESC 12 Board of Directors, and has for many years. We have received information from TRS that the cost of TRS-Active Care 2 will increase by 7% for 2010-2011, for a monthly cost of \$396 per employee. (The 2009-2010 cost is \$370 per month.) The increased costs for TRS-ActiveCare 2 for 2010-2011 amount to an approximate increase of \$44,000 for ESC 12. ESC Region 12 management recommends that the board of directors approve this additional monthly premium for health-care coverage. The board unanimously approved the recommendation to pay the additional monthly premium for health-care coverage.

**MOTION: KILLIAN  
SECOND: DANIELS**

***Receive Personnel Report***

Dr. Leslie Bennett submitted the personnel report to the board. The following names were listed on the report:

**PERSONNEL REPORT**

**April 2010**

**Employment**

<b>Name</b>	<b>Position</b>	<b>Department</b>
Angela Cowan	Ed. Specialist I	Teaching & Learning Services - Special Education
Melanie Duncan	Intern	Heart of Texas Workforce Solutions Development Board
Suzanna Frey	Intern	Heart of Texas Workforce Solutions Development Board
Jairus McKamie	Intern	Office of Innovation
Erin Purser	Intern	Heart of Texas Workforce Solutions Development Board
Kensie Ramey	Intern	Heart of Texas Workforce Solutions Development Board
Gwendolyn Ryan	Ed. Specialist I	Teaching & Learning Services - Special Education
Helen Woldmichael	Intern	Heart of Texas Workforce Solutions Development Board

**Termination (resignation, retirement, dismissal, etc.)**

James Baize                      Resignation  
Jenny Dixon                      Retirement  
Lauren Kirk                      Resignation

**Other (leave of absence, etc.)**

Basilias Tovar                      FMLA

***Receive Informational Reports***

Mr. Marak gave an update on:

- **Revenue per Employee Trend** (Revenue per FTE is the total amount of revenue received during an organization's fiscal year divided by the number of FTE's. This ratio conceptually links the time and effort associated with the Center's human capital to its revenue output. If the revenue per FTE ratio increases, it indicates that there is greater efficiency and productivity because more output is being produced per FTE. If the ratio decreases, it indicates there is less efficiency and productivity. On a global basis, the data also discloses the seasonal flow of revenue.)
- **Health and Other Insurance History** (The ESC Region 12 has purchased commercial insurance from TASB over the past six years and has paid the employee portion of health insurance for the last eight years.)

The board was presented a handout detailing the cost for the health and other insurance history.

There being no further business the meeting was adjourned.

**MOTION: KILLIAN**

**SECOND: LANE**

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Joe Pirtle, Chairman

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Bill Killian, Vice-Chairman