

Education Service Center Region 12  
Board of Directors Meeting  
Thursday, October 15, 2009 – 10 a.m.  
2101 W. Loop 340 – Waco, TX 76712

The Board of Directors of the Education Service Center Region 12 met on Thursday, October 15, 2009 at the center, 2101 W. Loop 340, Waco, TX.

**Board Members Present:**

Joe Pirtle  
Sarah Lane  
Rex Daniels  
Mike Caplinger  
Sharon Barnes  
Clarence Fields

**Board Members Absent:**

Connie White  
Bill Killian

**Staff Members Present:**

Dr. Tom Norris  
Dr. Hazel Rowe  
Dr. Jerry Maze  
Sharon Henson  
Terry Marak  
Mike Nolan  
Vivian L. McCoy

The meeting was called to order by Chairman Joe Pirtle.

***Receive Board Training***

Ms. Charlene Simpson, Field Service Agent, gave a brief update to the board on their self-evaluation and the following results were reported:

	<b>Effective</b>	<b>Very Effective</b>
1. Clear Purpose	1	5
2. Informality		6
3. Participation		6
4. Listening		6
5. Civilized Disagreement		6
6. Consensus Decisions		6
7. Open Communication		6
8. Clear Roles and Assignments	1	5

9. Focus on Service to Districts		6
10. Shared Leadership	1	5

**Suggestions for improvement for Board operations:**

- The Board operates in a very effective manner...I have no suggestions.
- I think we have an excellent relationship among Board Members and we all have the Service Center’s success as our main goal.
- Very effective Board!

A complete self-evaluation form will be made part of the minutes.

***Discuss and Consider Approval of Minutes for August 13, 2009 Meeting***

There were no corrections to or questions about the minutes of the August 13, 2009 board meeting and they were approved unanimously by the board.

**MOTION: BARNES**

**SECOND: FIELDS**

***Discuss and Consider Approval of Financial Reports***

Mr. Terry Marak discussed the bills paid as of August 31, 2009 and September 30, 2009, the board report, the interest earnings and the cash flow reports. All reports were approved unanimously by the board.

**MOTION: DANIELS**

**SECOND: BARNES**

***Discuss and Consider Approval to Appoint Primary Submitter Designee for TEA Web Applications***

Dr. Norris requested that TEA grant ESC 12 staff member, Sharon Henson, User Administration in the role of Primary Submitter Designee. This will allow her to submit to TEA the requests of staff who want access to TEA web applications. The board unanimously approved to authorize Sharon Henson, beginning September 2009 through August 2010, 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 Texas Education Agency Secure Environment (TEA SE).

**MOTION: BARNES**

**SECOND: LANE**

***Discuss and Consider Approval of Bid/Quote for Construction of a New Road and Parking Lot Addition***

The staff recommended approval of bid/quote for construction of a new road and parking lot addition. Mike Nolan discussed the need for the 43 additional parking spaces as at times our parking lot is filled to capacity. The board unanimously approved the request for construction of a new road and parking lot addition not to exceed \$66,000.

**MOTION: FIELDS**  
**SECOND: BARNES**

***Discuss and Consider Approval of the Share the Success Merit Pay System 2008-2009 Recommendation***

The Board of Directors approved ESC Region 12 Share the Success Merit Pay System for 2008-2009. Eligibility requirements were based on center-wide and individual criteria. The staff **recommended that the Board approve a payment of \$450 per eligible full-time employee (with the exception of members of the ESC Region 12 Administrative Team), as a reward for revenues earned during this year and as an incentive for 2009-2010).** The board unanimously approved the recommendation from the staff to provide a payment of \$450 per eligible full-time employee.

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

***Discuss and Consider Approval of the Share the Success Merit Pay System 2009-2010 Recommendation***

ESC Region 12 will continue to implement a merit pay system. The merit pay system is considered the “second level of compensation increase” and is beyond any general board-approved salary increase. The proposed system is based on the achievement of specific Center-wide criteria (criteria included in the board agenda) and on the completion of eligibility requirements by individual Center employees. An employee does not qualify for merit pay if he/she fails to meet any one of the individual eligibility requirements. The board unanimously approved the share the success merit pay system 2009-2010 recommendation.

**MOTION: BARNES**  
**SECOND: FIELDS**

***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***

The board received the following personnel report from Dr. Leslie Bennett:

**Employment**

<b>Name</b>	<b>Position</b>	<b>Department</b>
Bradly Allen	Intern (p/t)	Teaching & Learning Services - General Education
Jesselynn Back	Intern (p/t)	Teaching & Learning Services - General Education
Faith Ballard- Massingill	Texas 21st Century Community Learning Centers	School Support & Grant Service Project Director
Anna Elkins	Secretary II	Accountability & Federal Programs
Nancy Green	Accounting Assistant / Payroll	Financial Services
Pam Lawless	Conference Center Manager	Technical & Building Services
Kathy Rogers	Ed. Specialist I (49%)	Educator Preparation & Data Management
Wanda Taulton	Administrative Assistant	Teaching & Learning Services

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

Tracine Anderson	Retirement
Shane Howard	Resignation
Krystal Mann	Resignation
Beth Olson	Resignation

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

Cassie Bianchi	FMLA
Celeste Blenden	FMLA
Vicky White	FMLA

***Receive Informational Reports***

- Receive Information Related to Use of Building 3 – Mike Nolan
- AESA 24<sup>th</sup> Annual Conference – December 2-5, 2009 – Austin, TX – Tom Norris

- TEKS Professional Development Timeline – Hazel Rowe  
All TEKS professional development should be designed for blended in-person and online delivery with ongoing support and include components specifically designed for campus and district administrators.

There being no further business the meeting was adjourned.

**MOTION: DANIELS**  
**SECOND: BARNES**

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*Joe Pirtle, Chairman*

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*Sharon Barnes, Secretary*