



**Education Service Center Region 12  
Board of Directors Meeting  
Thursday, June 20, 2024 – 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, June 20, 2024, at the center, 2101 W. Loop 340, Waco, TX.

**Board Members Present:**

Bill Killian  
Rex Daniels  
John Turpin  
Kerry Hansen  
Rose Cameron  
Kevin Stanford  
Mike McKibben

**Board Members Absent:**

Alexis Neumann

**Staff Members Present:**

Kenny Berry  
Patrick Murphy  
Tammy Becker  
Larry Robinson  
Terry Marak  
Tara Dillard

**Staff Members Absent:**

The meeting was called to order by Chairman Bill Killian.

***Administer Oath of Office to Board Members Bill Killian and Kerry Hansen***

Tara Dillard administered the Oath of Office to Mr. Bill Killian and Mr. Kerry Hansen.

***Discuss and Consider Reorganization of the ESC Region 12 Board of Directors***

After a brief discussion, the board voted to leave the Board of Directors as is with Bill Killian as Chairman, Rex Daniels as Vice- Chairman, and John Turpin as Secretary.

**MOTION: Hansen**

**SECOND: Stanford**

## ***Discuss and Consider Approval of Minutes for the April 18, 2024 Meeting***

With no corrections to or questions about the minutes of the April 18, 2024 board meeting, the Board approved them unanimously.

**MOTION: Cameron**

**SECOND: Turpin**

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

- Bills Paid as of March 31, 2024
- Bills Paid as of April 30, 2024
- Board Report as April 30, 2024
- Interest Earnings Report
- Cash Flow Report

Terry Marak discussed the monthly financial reports which included the bills paid as of March 31, 2024 and April 30, 2024, the board report as of April 30, 2024 and the interest earnings and cash flow reports. The board unanimously approved all financial reports.

**MOTION: Daniels**

**SECOND: McKibben**

## ***Discuss and Consider Approval of Extension of Depository Contract with First National Bank of Central Texas***

ESC Region 12 submitted formal bids for a depository contract in fiscal year 2020. First National Bank of Central Texas was awarded the contract. ESC Region 12 is permitted to extend the contract with FNBCT for up to three additional two-year terms with Board approval. This would represent the second of the three extensions allowed. Due to the great working relationship ESC Region 12 has had with FNBCT, management is requesting that the board approve the second contract extension. The Board unanimously approved the second contract extension.

**MOTION: Stanford**

**SECOND: Cameron**

## ***Discuss and Consider Approval of Audit Engagement Letter for FYE 2023-2024***

Terry Marak explained that this is a contract that must be approved annually to engage services with an audit firm. The board unanimously approved the contract with Jaynes, Reitmeier, Boyd and Therrell, P.C. for 2023-2024.

**MOTION: Cameron**

**SECOND: Turpin**

***Discuss and Consider Approval of Request for Proposal (RFP) for Student Data Summary Software (SDSS) for over \$50,000***

ESC Region 12 issued a Request for Proposal (RFP) for Student Data Summary Software (SDSS). The Center received two responses to the RFP. Of the two responses, management requests that the Board approve the purchase of Aloe Software Group (On-Data Suite). The Board unanimously approved the purchase of SDSS On-Data Suite from Aloe Software Group.

**MOTION: Daniels**

**SECOND: Hansen**

***Discuss and Consider Approval of Compensation Plan for 2024-2025***

Larry Robinson presented the 2024-2025 Compensation Plan to the Board. Larry shared that a salary increase proposal will be forthcoming at the August 2024 Board meeting. The Board unanimously approved the 2024-2025 compensation plan.

**MOTION: Hansen**

**SECOND: Stanford**

***Discuss and Consider Approval of Amendment to Sick Leave Pool Policy***

The catastrophic event leave pool is a benefit to assist employees in dealing with prolonged, severe, or life-threatening conditions that force them to exhaust paid leave and would otherwise result in loss of income. Management is requesting that the Board give the Executive Director the authority to make exceptions in the number of days allowed based on extenuating circumstances. The Board granted the Executive Director authority to make exceptions in the number of days allowed.

**MOTION: Cameron**

**SECOND: McKibben**

***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

Larry Robinson submitted the personnel report to the Board as it is listed below:



Personnel Report  
April 01, 2024 thru June 05, 2024  
Sorted alphabetically by department

Date	Name	Position	Department/Division
<b>New Employees</b>			

06/03/2024	Lisa Obenhaus	Child Nutrition Specialist	<b>Federal Programs</b>
04/04/2024	Norma Romero-Komlofske	Education Specialist	<b>General Education Services</b>
05/06/2024	Ana Lowry	Education Specialist	<b>General Education Services</b>
06/03/2024	Meagan Collier	Education Specialist	<b>General Education Services</b>
06/03/2024	Jenna Horn	Secretary II	<b>General Education Services</b>
06/03/2024	Kelly Sanders	Education Specialist	<b>General Education Services</b>
06/03/2024	Ross Caraway	Education Specialist	<b>Special Education Services</b>
06/03/2024	Lindsay Olsen	Education Specialist	<b>Special Education Services</b>
06/03/2024	Stephanie Tankersley-Savage	Special Education Liaison	<b>Special Education Services</b>
04/15/2024	Melissa Cox	Teacher Incentive Allotment Lead	<b>Strategic Leadership Services</b>

<b>Interns</b>			
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05/06/2024	Yazmyynn Banda	Intern	<b>Business Services</b>
05/28/2024	Payton Murphy	Intern	<b>Business Services</b>
05/06/2024	Ella Conner	Intern	<b>Federal Programs</b>
05/28/2024	Brooke Griffin	Intern	<b>General Education Services</b>

<b>Employee Changes</b>			
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04/01/2024	Denetra Moore	Continuous Improvement Specialist	Moved to Continuous Improvement Specialist with <b>Campus Leadership Services</b> from Ed. Specialist/Team Leader with General Education Services.
04/01/2024	Andi Parr	Continuous Improvement Specialist	Moved to Continuous Improvement Specialist with <b>Campus Leadership Services</b> from Ed. Specialist/Team Leader with General Education Services.
04/01/2024	Danielle Hughes	Performance Management & Data Coordinator	Moved to Performance Management & Data Coordinator with <b>Strategic Leadership Services</b> from Special Education Liaison with Special Education Services.
04/01/2024	Allison Middleton	TSL Coordinator	Moved to TSL Coordinator from TSL Performance Management & Specialist with <b>Strategic Leadership Services</b> .

<b>Termination (resignation, retirement, dismissal, etc.)</b>			
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04/16/2024	Winona Almuete	GEAR UP Site Facilitator	<b>Grant Services</b>
05/28/2024	Kristen Payne	ACE Site Coordinator	<b>Grant Services</b>
05/31/2024	Sharon Henson	Director	<b>Grant Services</b>

6-24/HR

## ***Receive Informational Reports***

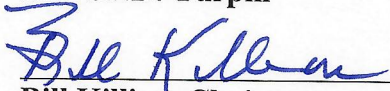
The board received the following informational reports:

- UBC Update – There could be a 10-15% increase in insurance premiums. We are working on a prescription program option that would provide much lower prescription costs.
- Please let Tara know if you will be attending the AESA National Conference in Orlando by mid-July.

ADJOURNMENT: There being no further business the meeting was adjourned.

**MOTION: Cameron**

**SECOND: Turpin**



**Bill Killian, Chairman**



**John Turpin, Secretary**