



Education Service Center Region 12  
Board of Directors Meeting  
Thursday, June 19, 2025 - 10:00 AM  
2101 W. Loop 340 – Waco, TX 76712

The Board of Directors of the Education Service Center Region 12 met on Thursday, June 19, 2025, at the center, 2101 W. Loop 340, Waco, TX.

**Board Members Present:**

Bill Killian  
Rex Daniels  
John Turpin  
Kerry Hansen  
Mike McKibben  
Alexis Neumann

**Board Members Absent:**

Rose Cameron  
Kevin Stanford

**Staff Members Present:**

Kenny Berry  
Terry Marak  
Patrick Murphy  
Larry Robinson  
Melissa Cox  
Tara Dillard

**Staff Members Absent:**

Tammy Becker

1. Call to Order

The meeting was called to order by Chairman Bill Killian

2. Administer Oath of Office to Board Members Mike McKibben and Alexis Neumann.

The oath of office was administered to Mike McKibben and Alexis Neumann.

3. Consent Agenda

A. Discuss and Consider Approval of Minutes for April 17, 2025 Meeting

With no correction to or questions about the minutes from April 17, 2025, the Board approved the minutes unanimously.

**MOTION: Hansen**

**SECOND: Turpin**

B. Discuss and Consider Approval of Financial Reports

Mr. Terry Marak discussed the bills paid as of March 31, 2025 and April 30, 2025, the Board Report, the Interest Earnings and Cash Flow Reports. All reports were approved unanimously by the Board.

**MOTION: Daniels**  
**SECOND: McKibben**

4. Request for Audience/Open Forum – None requested

5. Action Items

A. Administration:

1. 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 no changes.

**MOTION: McKibben**  
**SECOND: Hansen**

2. Discuss and Consider Approval of Audit Engagement Letter FYE 2024-2025

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 2024-2025.

**MOTION: Hansen**  
**SECOND: Daniels**

3. Discuss and Consider Approval of Compensation Plan for 2025-2026

Larry Robinson presented the 2025-2026 Compensation Plan to the Board and shared that a salary increase proposal will be forthcoming at the August 2025 Board meeting. The Board unanimously approved the 2025-2026 compensation plan.

**MOTION: Turpin**  
**SECOND: McKibben**

4. Discuss and Consider Request for Proposal (RFP) for a Permanent Portable Building

Terry Marak shared that ESC Region 12 issued an RFP for Permanent Portable Buildings. These buildings would provide permanent or temporary space for meeting rooms for ESC Region 12. They would also be available for purchase for districts through ESC Region 12 using an Interlocal Agreement. ESC Region 12 received 3 RFP responses. ESC Region 12 management requests the Board approve GroundFORCE as the Permanent Portable Building provider for Region 12. The Board unanimously approved the request.

**MOTION: Daniels**

**SECOND: Turpin**

B. Business:

1. Discuss and Consider Approval of Purchase of Evaluation and Behavior Assessment Kits in Excess of \$50,000

Mr. Marak explained that ESC Region 12 received funds from ESC Region 10 to purchase special education related products and services before the fiscal year end. Based on the information provided to the Board, ESC Region 12 management requests that the ESC 12 Board of Directors approve the purchase of evaluation and behavior test kits from Western Psychological Services up to \$215,000. The Board unanimously approved the proposed purchase.

**MOTION: Hansen**

**SECOND: McKibben**

2. Discuss and Consider Approval of Workforce Readiness System Access for College and Career Exploration for Students Test Prep Exams in Excess of \$50,000

Terry Marak shared that ESC Region 12 issued an RFP for College and Career Readiness System Access (CTE Job Shadowing software) for the 2023-2024 fiscal year. This proposal is eligible for two renewals at the quoted price. This service will be utilized by CTE students for work-based learning, college and career exploration, and employability skills acquisition. The estimated cost is \$60,500.00 and will be paid from the Perkins SSA funds. Based on this information, the ESC 12 management requests that the ESC Region 12 Board of Directors approve the purchase of job shadowing software from Pathful up to \$60,500.00. The Board approved the request as stated.

**MOTION: Daniels**

**SECOND: Turpin**

3. Discuss and Consider Approval of the Intermediary Regional Facilitator for the Central Texas Robotics and Automation Consortium (CTRAC) in Excess of \$50,000

Terry Marak explained that ESC Region 12 solicited proposals for a Pathway facilitator for the Central Texas Robotics and Automation Consortium (CTRAC) for the 2025-2026 fiscal year. CareerCraft is a member of the ESC 19 Allied State purchasing Cooperative, comes highly recommended, and has facilitated robotic consortiums for CTRAC grants for the past three years. Based on this information, ESC Region 12 management requests that the ESC Region 12 Board of Directors approve the purchase of the robotic pathway facilitator services in the amount of \$100,000 from CareerCraft.

**MOTION: Hansen**

**SECOND: McKibben**

6. Closed Session – In Accordance with the Texas Government Code (Sec 551.001)
  - A. Discuss Executive Director Compensation

The Board of Directors, on June 19, 2025 beginning at 10:35 a.m., convened in an executive session in accordance with the Texas Open Meetings Act. The Board discussed, in the closed session, the following item(s).

- Discuss Executive Director Compensation.

The Board ended its executive session at 10:53 a.m. on June 19, 2025. The ESC Region 12 Board of Directors reconvened and unanimously voted to extend a 10% fringe benefit package to Dr. Berry effective July 1, 2025.

**MOTION: Killian**

**SECOND: Daniels**

7. Information/Discussion Items

- A. Receive Personnel Report

Melissa Cox presented the Personnel Report to the Board.

- B. Receive Informational Reports

1. Purchase of Maintenance Work Truck under \$50,000

Region 12 purchased a Ford F150 maintenance truck for the maintenance department from Sykora Ford.

2. AESA National Conference-December 3-5 in Colorado Springs.

3. QLSC/TAESC Conference – Houston – March 23-25, 2026

Dr. Berry shared that the 2026 Quality Leadership & Synergy Conference and the TAESC Conference will be combined.

4. Legislative Update

Dr. Berry shared that this was the most impactful legislative session regarding Education. There is a possibility that there will be a special session.

5. Summer Leadership Conference Update  
The conference went very well with an increase in participation from previous years.

8. Adjournment

**MOTION: Turpin**  
**SECOND: Hansen**

  
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*Bill Killian, Chairman*

  
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*John Turpin, Secretary*

In accordance with the Texas Open Meetings Act (subchapter D and E of Ch. 551, Tex. Gov't. Code), the board may enter a closed meeting to deliberate any subject authorized by Subchapter D that is listed on the Agenda for this meeting. Any final action, decision, or vote on a subject deliberated in the closed meeting will be taken in an open meeting held in compliance with the Texas Open Meetings Act.

In accordance with the Texas Open Meetings Act, this agenda was posted on – 6/13/25