



Education Service Center Region 12
Board of Directors Meeting
Thursday, August 21, 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, August 21, 2025, at the center, 2101 W. Loop 340, Waco, TX.

Board Members Present:

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

Board Members Absent:

Staff Members Present:

Kenny Berry
Terry Marak
Patrick Murphy
Tammy Becker
Melissa Cox
Tara Dillard

Staff Members Absent:

Larry Robinson

1. Call to Order

The meeting was called to order by Chairman Bill Killian

2. Administer Oath of Office to Board Member Rose Cameron.

The oath of office was administered to Rose Cameron.

3. Consent Agenda

A. Discuss and Consider Approval of Minutes for June 19, 2025 Meeting

With no correction to or questions about the minutes from June 19, 2025, the Board approved the minutes unanimously.

MOTION: Daniels

SECOND: Turpin

B. Discuss and Consider Approval of Financial Reports

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

MOTION: Turpin
SECOND: Hansen

4. Request for Audience/Open Forum – None requested

5. Action Items

A. Administration:

1. Discuss and Consider Approval of ESC Localized Policy Manual Update 31

Mr. Patrick Murphy discussed the most recent updates to the ESC local policy with the board. The board unanimously approved all updates.

MOTION: Turpin
SECOND: Stanford

2. Discuss and Consider Approval of ESC-Initiated (Local) Policies

- a. CU (Local) Purchasing Acquisition
- b. CHE (Local) Purchasing Acquisition Capitalization

Mr. Terry Marak explained the changes that occurred since the last Texas Legislative Session that has increased the thresholds for CU (Local) from \$50,000 to \$100,000 competitive procurement procedures. CHE (Local) increased the asset capitalization threshold from \$5,000 to \$10,000. Based on this information ESC 12 management requests that the Board approve the Center raising the competitive procurement and asset capitalization thresholds as listed above. The Board unanimously approved the request.

MOTION: Cameron
SECOND: McKibben

3. Discuss and Consider Approval of Tammy Becker, Terry Marak, and Patrick Murphy to Sign Contracts as the Executive Director's Designee

Dr. Kenny Berry requested approval from the Board for Tammy Becker, Terry Marak, and Patrick Murphy to sign contracts on his behalf when needed. The Board approved the request unanimously.

MOTION: Daniels

SECOND: Turpin

4. Discuss and Consider Approval of Tammy Becker, Terry Marak, and Patrick Murphy to Approve Grants via E-Grants

Dr. Kenny Berry requested that the Board approve Tammy Becker, Terry Marak and Patrick Murphy as submitter designees to approve grants via TEA's E-Grant system. Approval is required annually. The Board unanimously approved the request.

MOTION: Cameron

SECOND: Turpin

B. Business:

1. Discuss and Consider Approval of 2025-2026 Salary Increase across all Salary Bands

Mr. Terry Marak explained that ESC Region 12 management would like to offer a 4% raise to staff. Mr. Marak also discussed Share the Success and that the final amount will be determined at a later date. The Board unanimously approved a 4% raise across all salary band mid-points for ESC Region 12 staff.

MOTION: Cameron

SECOND: Stanford

2. Discuss and Consider Approval of Original Annual Operating Budget for 2025-2026

Mr. Terry Marak presented the Original Annual Operating Budget and discussed the details of the budget with the board. The board unanimously approved the annual operating budget for 2025-2026.

MOTION: Hansen

SECOND: Daniels

3. Discuss and Consider Approval of Staff New Computer Lease in Excess of \$50,000

Mr. Terry Marak explained that we have requested three quotes for Dell PC's for Region 12 staff. The Center will lease the computers for a three-year period from Dell Financial using the DIR purchasing cooperative contract #CPO5792. ESC 12 management requests that the ESC 12 Board approve the leasing of staff PCs from Dell Financial. The Board approved the request as presented.

MOTION: Cameron

SECOND: Stanford

4. Discuss and Consider Approval of Manage Engine Service Desk Plus and Endpoint Central Cloud Security

Mr. Terry Marak shared that ESC Region 12 requested quotes for Manage Engine Software. This software provides an internal help desk for our Technology staff to log help desk tickets. Region 12 has been using Manage Engine for five years and is satisfied with the service. ESC 12 management requests that the ESC 12 Board approve the purchase of Manage Engine for a three-year period. The ESC 12 Board approved the requested purchase.

MOTION: Turpin

SECOND: McKibben

5. Discuss and Consider Approval of Lease Agreement with DUOS Edge AI

Mr. Terry Marak explained that Region 12 was approached by DUOS Edge AI regarding housing an Edge AI Center (EDC). DUOS would like to lease land from Region 12 for a term of five years, with an option to renew for an additional five years. ESC 12 management recommends that the Board approve ESC 12 entering into a lease agreement with DUOS Edge AI for the placement of an EDC on the Center's property. The ESC 12 Board approved the lease with DUOS Edge AI unanimously.

MOTION: Daniels

SECOND: McKibben

6. Information/Discussion Items

A. Receive Personnel Report

Melissa Cox presented the Personnel Report to the Board.

B. Education Workforce Forum – November 12, 2025

Region 12 will be hosting this event at the Center. We are expecting good attendance as was the case last year.

C. Admin Team Retreat - August 13-14, 2025

It was a very productive day and a half of collaboration and planning for the upcoming year.

D. Federal Fund Freeze Update

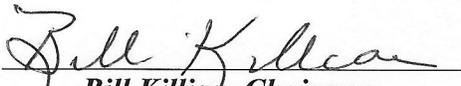
Region 12 is funded for the 2025/2026 fiscal year however; there is still uncertainty around certain federal funds.

E. Executive Director Evaluation – There will be a new evaluation process based on regional metrics for Executive Directors.

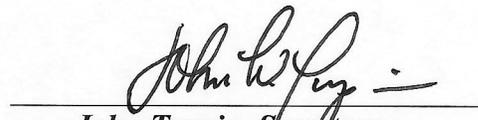
7. Adjournment

MOTION: Cameron

SECOND: Turpin



Bill Killian, Chairman



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.