

The Region 4 ESC Board of Directors' Regular Meeting Minutes
June 29, 2021
Board Room, Region 4 Education Service Center
7145 West Tidwell Road
Houston, Texas 77092

The Region 4 Education Service Center (Region 4) Board of Directors met in a Regular meeting on June 29, 2021, at 10:00 a.m. Due to health and safety concerns related to the COVID-19 coronavirus, this meeting was conducted by videoconference. The following Board Members were in attendance: Mrs. Scotty Bass, Mrs. Linda Tinnerman, Dr. Hugh Hayes, Mr. Andy Reyes, Mrs. Carmen Moreno, Mr. Victor White, Ms. Lalla Morris, and Mrs. LaVerie Wise.

Staff members in attendance included: Dr. Pam Wells, Dr. Kelly Ingram, Dr. Robby McGowen, Mr. Robert Zingelmann, and Ms. Kristi Hernandez.

Kate Mejia served as recording secretary.

1. General Items

- A. The meeting was called to order at 10:00 a.m. by Mrs. Scotty Bass, Chair.
- B. The invocation was led by Dr. Hugh Hayes. The pledges of allegiance were led by Mr. Andy Reyes.
- C. There were no comments from the public.
- D. Dr. Wells shared with the Board that the Reading Language Arts Solutions department was selected by the Texas Education Agency to lead the State-wide Dyslexia Training Project which launched June 1. We will coordinate training efforts for every LEA and ESC across the state through the next three years. In addition, we have started the second round of Reading Academies for K-3 teachers. Dr. Wells also shared that the Publishing and Digital Learning Solutions department hosted a Virtual STEAM Academy on June 17. Region 4 has also, in collaboration with The Texas Workforce Commission, held a virtual Transition Hiring Event and Resource Fair in May with more than 350 participants including 328 students, 49 district staff, and 42 parents from across Region 4 LEAs and charter schools. TWC worked with Mayor Sylvester Turner to provide a recorded welcome to the students and parents, along with representatives from the Mayor's Office for People with Disabilities (MOPD). Dr. Wells reported that our Region 4 Migrant Education Program held a clothing and shoe event to provide supplemental support services to the migrant students enrolled in a PK-12 and migrant Out-of-School Youth in our region. Of the 158 migrant students who were eligible, 121 students took advantage of this opportunity. Lastly, Dr. Wells shared that Region 4 is in the process of hiring 21 new staff members as a result of several new TEA grants and requests for statewide project assistance.

2. Reports/Information Items

- A. Kate Mejia, Executive Assistant to the Executive Director, administered the Oath of Office to elected and reelected Board members, Mr. Victor White—Place 5, Mrs. Linda Tinnerman—Place 6, Mrs. Carmen Moreno—Place 7, and appointed Charter Schools Member, Ms. Lalla Morris.
- B. Dr. Pam Wells presented information on the 2021–2022 Budget proposal. The cabinet team also presented on their respective divisional analyses as well as evidence of the progress related to Region 4 Goals. Adoption of the budget will be considered at the August 24, 2021 Board Meeting.
- C. Dr. Robby McGowen shared the report on personnel matters, including employment, retirement, and termination of full-time or part-time employees.
- D. Dr. Robby McGowen reviewed the report on Region 4 Educator Certification interlocal agreements.
- E. Mr. Robert Zingelmann shared the report on public agencies utilizing National IPA/Region 4 Education Service Center (ESC) contracts.

3. Consent Agenda

Mrs. Scotty Bass recommended that Items 3A-1, 3B-1, 3B-2, and 3C-1 be presented, reviewed, and handled in one motion, one second, and one vote.

A. Administration

3A-1 Approval of the minutes of the Regular Meeting on April 27, 2021.

B. Business Office

3B-1 Approval of budget amendments.

3B-2 Approval of Fiscal Year 2020-2021 Financial Status Recap Report as of May 31, 2021, and Investment Portfolios as of April 30, 2021 and May 31, 2021.

C. National Intergovernmental Purchasing Alliance Company (National IPA)

A-1 Approval of one year annual renewal contracts for the following companies:

December 2022

- Mythics, Inc.
- Fairfax Imaging
- KEV Group, Inc.

A motion was made by Mrs. Carmen Moreno and seconded by Mrs. Linda Tinnerman to approve all consent agenda items as presented. The motion carried unanimously.

4. Action Items

A. Administration

[A motion was made by Dr. Hugh Hayes and seconded by Mrs. Linda Tinnerman to move discussion of item 4A-1 to be held after item 2A]

- 4A-1 A motion was made by Dr. Hugh Hayes and seconded by Mrs. Carmen Moreno to approve Mrs. Scotty Bass to serve as Chair, Mrs. Carmen Moreno to serve as Vice-Chair, Mrs. Linda Tinnerman to serve as Secretary, and Mrs. LaVerie Wise to serve as Assistant Secretary. The motion carried unanimously.
- 4A-2 A motion was made by Dr. Hugh Hayes and seconded by Mrs. Victor White to approve the 2021–2022 Board meeting dates as presented. Dr. Pam Wells presented the proposed 2021–2022 Board Meeting dates—October 26, 2021; December 15, 2021; February 22, 2022; April 26, 2022; June 28, 2022; and August 23, 2022. Region 4 Board Meetings are typically scheduled for Tuesdays at 11:00 a.m. in the Board Room at Region 4 Education Service Center. The motion carried unanimously.
- 4A-3 A motion was made by Mrs. Carmen Moreno and seconded by Mrs. LaVerie Wise to approve the pay structure plan for 2021-2022 as proposed in the April 27, 2021 TASB Compensation Plan Review. Dr. Pam Wells presented and recommended approval of the Region 4 ESC pay structure plan for 2021–2022 based on the findings and recommendations of the Texas Association of School Boards (TASB) Compensation Plan Review that was presented to the Board at the April 27, 2021 Board Meeting. The motion carried unanimously.
- 4A-4 After discussion in Closed Session, a motion was made by Dr. Hugh Hayes and seconded by Mrs. Linda Tinnerman to approve a 3% of the midpoint general salary increase for those employees within the Region 4 ESC salary structure and a 3% salary increase for those employees on the Executive Administration Pay Plan, as well as compensation and benefits for the Executive Director as discussed in closed session. Those employees who are at or above the pay grade maximum would receive a 1% of the pay grade midpoint salary increase. Dr. Pam Wells reviewed information regarding the approval of the Region 4 ESC compensation plan for 2021-2022. The motion carried unanimously.
- 4A-5 A motion was made by Mrs. Linda Tinnerman and seconded by Mr. Victor White to approve the increase to the Region 4 employer contribution for health insurance coverage options for the 2021–2022 fiscal year as presented. Dr. Robby McGowen presented information concerning Region 4 employer contribution for health insurance coverage options for 2021-2022 fiscal year. The motion carried unanimously.
- 4A-6 A motion was made by Dr. Hugh Hayes and seconded by Mrs. Carmen Moreno to approve on first reading Localized Policy Manual Update 27 as prepared and presented by Texas Association of School Boards (TASB) Policy Services. Dr. Robby McGowen presented information regarding approval on first reading the Localized Policy Manual Update 27 prepared by Texas Association of School Boards (TASB) Policy Services. Affected policies include:
ATTN (NOTE) GENERAL INFORMATION ABOUT THIS UPDATE
BE (LEGAL) BOARD MEETINGS
BF (LOCAL) BOARD POLICIES

CBB (LEGAL) REVENUE SOURCES: FEDERAL
 CKA (LEGAL) SAFETY PROGRAM/RISK MANAGEMENT:
 INSPECTIONS
 CRE (LEGAL) INSURANCE AND ANNUITIES MANAGEMENT:
 WORKERS' COMPENSATION
 CW (LEGAL) INTELLECTUAL PROPERTY
 CW (EXHIBIT) INTELLECTUAL PROPERTY
 D (LEGAL) PERSONNEL
 DAA (LEGAL) EMPLOYMENT OBJECTIVES: EQUAL
 EMPLOYMENT OPPORTUNITY
 DBAA (LEGAL) EMPLOYMENT REQUIREMENTS AND
 RESTRICTIONS: PREEMPLOYMENT REVIEWS
 DC (LEGAL) EMPLOYMENT PRACTICES
 DG (LEGAL) EMPLOYEE RIGHTS AND PRIVILEGES
 DH (EXHIBIT) EMPLOYEE STANDARDS OF CONDUCT
 DHA (LEGAL) EMPLOYEE STANDARDS OF CONDUCT:
 FREEDOM FROM DISCRIMINATION, HARASSMENT, AND
 RETALIATION
 DHD (LEGAL) EMPLOYEE STANDARDS OF CONDUCT: REPORTS
 TO TEXAS EDUCATION AGENCY
 DMD (LOCAL) PROFESSIONAL DEVELOPMENT: PROFESSIONAL
 MEETINGS AND VISITATIONS
 EA (LEGAL) PUBLIC INFORMATION PROGRAM
 EABB (EXHIBIT) ACCESS TO PUBLIC INFORMATION: REQUESTS
 FOR INFORMATION
 EC (LEGAL) TECHNOLOGY RESOURCES
 ECA (LEGAL) TECHNOLOGY RESOURCES: CYBERSECURITY
 ED (LEGAL) RELATIONS WITH OTHER GOVERNMENTAL
 ENTITIES
 FA (LEGAL) STUDENT RECORDS
 FBA (LEGAL) STUDENT WELFARE: FREEDOM FROM
 DISCRIMINATION, HARASSMENT, AND RETALIATION
 The motion carried unanimously.

4A-7 After discussion in Closed Session, a motion was made by Mrs. LaVerie Wise and seconded by Mrs. Linda Tinnerman to authorize the Executive Director or designee to negotiate final terms and approve interlocal agreements with local education agencies for the provision of internet services and necessary and related actions. Dr. Pam Wells and Mr. Robert Zingelmann reviewed information concerning the approval of interlocal contract with local education agencies for internet services. The motion carried unanimously.

B. Business

4B-1 A motion was made by Mr. Victor White and seconded by Mrs. Carmen Moreno to approve funding, not to exceed \$1,350,000, allocated from 2020–2021 committed fund balance, to provide non-competitive Region 4

School Support Grants available to all eligible school districts and charter schools within Region 4. Dr. Pam Wells presented information regarding the Region 4 School Support Grants. The motion carried unanimously.

4B-2 A motion was made by Dr. Hugh Hayes and seconded by Mrs. LaVerie Wise to approve a three (3) year contract with the option of two (2) one-year renewals for printing services as presented. Mr. Robert Zingelmann reviewed information about the contract award for printing services. The motion carried unanimously.

C. National Intergovernmental Purchasing Alliance Company (National IPA)

4C-1 A motion was made by Mr. Victor White and seconded by Mrs. Linda Tinnerman to approve a three (3) year contract with the option of two (2) one-year renewals for janitorial services as presented. Mr. Robert Zingelmann reviewed information about the contract award for janitorial services. Administration recommended contract award to Kellermeyer Bergenson Services LLC and Pristine Systems LLC. The motion carried unanimously.

4C-2 A motion was made by Dr. Hugh Hayes and seconded by Mr. Andy Reyes to approve a three (3) year contract with the option of two (2) one-year renewals for modular buildings, portable storage, and relocatable walkways as presented. Mr. Robert Zingelmann reviewed information about the contract award for modular buildings, portable storage, and relocatable walkways. Administration recommended contract award to Hunter Kneppshield Company Inc., TSG Industries, and WILLIAMS SCOTSMAN, INC. The motion carried unanimously.

4C-3 A motion was made by Mrs. Carmen Moreno and seconded by Mr. Andy Reyes to approve a three (3) year contract with the option of two (2) one-year renewals for golf, utility and hospitality carts as presented. Mr. Robert Zingelmann reviewed information about the contract award for golf, utility and hospitality carts. Administration recommended contract award to E-Z Go Division of Textron Inc. The motion carried unanimously.

4C-4 After discussion in Closed Session, a motion was made by Mrs. Linda Tinnerman and seconded by Mrs. LaVerie Wise to authorize the Executive Director or designee to negotiate final terms with the suppliers and award a three (3) year contract with the option of two (2) one-year renewals for internet service providers upon mutual agreement. Administration recommends Board approval as presented. Administration recommended contract award to AT&T Corp.; Bid Bend Telephone Company; Comcast Cable Communications Management, LLC; Eastex Telephone Coop., Inc.; Hill Country Telephone Cooperative, Inc. (HCTC); AMG Technology Investment Group dba Nextlink; North Texas Telephone Company; Peoples; Poka Lambro Telephone Cooperative, Inc.; Charter Communications Operating, LLC; Totelcom Communications, LLC; WT Services Inc.; Wes-Tex Telephone Coop

(WTTC) Wes-Tex Telecommunications, Ltd. (WTTL); and Windstream Services, LLC. The motion carried unanimously.

5. Closed Session

Mrs. Scotty Bass requested a motion to enter into Closed Session. A motion was made by Mrs. LaVerie Wise and seconded by Dr. Hugh Hayes to enter into Closed Session to discuss legal issues related to state and federal grant process with Board attorney [Tex. Gov. Code § 551.071], and goals, evaluation, and compensation for the Executive Director [Tex. Gov. Code Section §551.074]. The motion carried unanimously. The Board entered Closed Session at 10:57 a.m. A motion was made by Mrs. Linda Tinnerman and seconded by Mrs. Carmen Moreno to reconvene the Board Meeting. The Board reconvened at 11:47 a.m.

6. Adjournment

There being no further business, a motion was made by Mrs. Carmen Moreno and seconded by Mrs. LaVerie Wise to adjourn the meeting. Mrs. Scotty Bass adjourned the meeting at 12:18 p.m.



Chair



Secretary