

OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Tuesday – May 15, 2018 ESU #13 Center – 4215 Avenue I, Scottsbluff, NE

The regular meeting of the Board of Educational Service Unit #13 was called to order by President Ray Richards on Tuesday, May 15, 2018 at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE. Previous public notice was given in the Star-Herald on Thursday, May 10, 2018. Agenda items were uploaded to the ESU #13 website on Thursday and Friday, May 10/11, 2018 for Board Members.

President Richards referenced the Nebraska Open Meetings Act as posted and noted that the Board reserves the right to rearrange the order of the agenda and to convene an executive session in accordance with § 84-1410.

Present: Pat Dobry, Don Egging, Patricia Jones, Scott Marsh, Kim Marx, Ray Richards, Tom Millette, Rosalene Tollman, Dr. Jeff West-Administrator, Jodi Walker-Business Manager and Desira Martin, Treasurer. Guests: Donna Jenne.

Absent: Diane Coon, Steve Diemoz, Bill Knapper, and Mark Sinner.

Moved by Jones, seconded by Tollman, that absent Board members Coon, Diemoz, Knapper and Sinner be excused. Aye: Dobry, Egging, Marsh, Marx, Millette, Richards. Nay: None. Absent: Coon, Diemoz, Knapper, Sinner. Motion passed.

Moved by Marsh, seconded by Egging, that the agenda be approved as listed. Aye: Dobry, Jones, Marx, Millette, Richards, Tollman. Nay: none. Absent: Coon, Diemoz, Knapper, Sinner. Motion passed.

Moved by Millette, seconded by Dobry, that consent action items be approved as listed (minutes of regular meeting, Treasurer's report, Fund Balance report, Budget Summary, claims and staff travel). Aye: Egging, Jones, Marsh, Marx, Richards, Tollman. Nay: none. Absent: Coon, Diemoz, Knapper, Sinner. Motion passed. The following General Fund claims were approved for payment:

CHECK #	ENTITY NAME	AMOUNT
10062	ALLO COMMUNICATIONS	\$2,950.00
10063	ALLO COMMUNICATIONS	\$1,041.34
10064	BLACK HILLS ENERGY	\$691.06
10065	CENTURYLINK	\$1,458.21
10066	CENTURYLINK COMMUNICATIONS, INC	\$2,691.98
10067	NEBRASKA PUBLIC POWER DISTRICT	\$1,802.62
10068	PAYROLL ACCOUNT	\$760,489.22
10069	VIAERO WIRELESS	\$636.47
10070	WELLS FARGO	\$8,229.47
10071	ALLO COMMUNICATIONS	\$927.69
10072	CHARTER COMMUNICATIONS	\$169.65

10073	CITY OF GERING	\$263.82
10074	CITY OF TERRYTOWN	\$45.98
10075	CITY OF SIDNEY	\$609.42
10076	VERIZON WIRELESS	\$820.24
10077	VERIZON WIRELESS	\$168.06
10078	VERIZON WIRELESS	\$377.69
10079	21ST CENTURY EQUIPMENT	\$201.04
10080	308 EMBROIDERY	\$50.00
10081	ADVANCE EDUCATION, INC	\$900.00
10082	AHLERS BAKING, INC	\$137.76
10083	ANITA'S GREENSCAPING, INC	\$333.00
10084	DUNCAN BAKER	\$50.00
10085	BAYARD PUBLIC SCHOOLS	\$1,900.00
10086	BENZEL PEST CONTROL	\$95.00
10087	BENZEL PEST CONTROL	\$310.00
10088	JACINTH BERRETH	\$1,250.24
10089	BEST CARE EMPLOYEE ASSIST	\$3,201.00
10090	BEST HEATING AND COOLING LLC	\$86.00
10091	BIRCH COMMUNICATIONS	\$390.49
10092	LEXI BLOMENKAMP	\$41.42
10093	BOK FINANCIAL	\$53,977.50
10094	BORDER STATES	\$28.57
10095	BRIDGEPORT PUBLIC SCHOOLS	\$500.00
10096	BUREAU OF EDUCATION & RESEARCH	\$895.00
10097	CAPITAL BUSINESS SYSTEMS, INC	\$2,906.46
10098	CARDMEMBER SERVICE	\$4,206.48
10099	CASH-WA DISTRIBUTING	\$2,132.16
10100	CDW GOVERNMENT, INC	\$3,054.33
10101	CHADRON STATE COLLEGE	\$837.00
10102	CHARTER COMMUNICATIONS	\$48.98
10103	CHUCK ELLEY PRESENTATIONS	\$1,671.90
10104	ROSA COBOS	\$15.65
10105	COMFORT INN - KEARNEY	\$99.95
10106	CAPWN	\$20,098.80
10107	CONTRACTORS MATERIALS, INC	\$32.00
10108	JOLEEN CONWAY	\$72.00
10109	CORNHUSKER MARRIOTT HOTEL	\$104.00
10110	CPI	\$879.00
10111	CSC CONFERENCING OFFICE	\$208.20
10112	CULLIGAN	\$47.25
10113	CULLIGAN OF SCOTTSBLUFF	\$105.00
10114	CULLIGAN WATER CONDITIONING	\$14.95
10115	ALLISON CUSHING OTT	\$19.48
10116	D. MARTIN-ESU #13	\$396.00
10117	DAS STATE ACCOUNTING - CENTRAL	\$449.62
10118	DIAMOND VOGEL PAINT CENTER	\$71.78
10119	DISCOUNT SCHOOL SUPPLY	\$468.42
10120	DOMINO'S PIZZA	\$70.47
10121	DOUGLAS, KELLY, OSTDIEK & OSSIAN	\$2,441.25

10122	EAKES OFFICE SOLUTIONS	\$100.44
10123	ED SERVICE UNIT NO 10	\$664.15
10124	ED SERVICE UNIT NO 13	\$6,318.79
10125	ED SERVICE UNIT NO 7	\$360.00
10126	EDUCATIONAL SERVICE UNIT NO. 13	\$22,533.93
10127	EDUCATIONAL SERVICE UNIT NO. 13	\$9,816.25
10128	VOID -EMBASSY SUITES HOTELS La Vista	\$0.00
10129	EMBASSY SUITES OLD MARKET	\$616.00
10130	SHEENA ERICKSON	\$250.00
10131	ESU COORDINATE COUNCIL	\$245.00
10132	FINNEYS INC	\$56.98
10133	FIRST STUDENT INC	\$1,008.80
10134	FRANK PARTS COMPANY	\$300.81
10135	FREMONT MOTOR COMPANY	\$1,106.24
10136	FRENCHMAN VALLEY COOP	\$1,207.97
10137	TERESA FROMAN	\$1,305.98
10138	MEGGIN FUNK	\$2,151.02
10139	PERLA GARZA	\$688.39
10140	GERING PUBLIC SCHOOLS	\$2,577.60
10141	JOANN GOLDEN	\$2,093.56
10142	GOVCONNECTION, INC	\$265.68
10143	CYNTHIA GUERUE	\$225.00
10144	HAMPTON INN - KEARNEY	\$308.85
10145	HAMPTON INN & SUITES	\$279.00
10146	HEMINGFORD LEDGER	\$33.00
10147	HERE WE GROW CHILD DEVELOPMENT	\$398.32
10148	HI PERFORMANCE CAR WASH	\$85.60
10149	JAYMIE HILLIARD	\$844.70
10150	HOBBY LOBBY	\$65.93
10151	HOLIDAY INN EXPRESS NORTH PLATTE	\$93.00
10152	HOLIDAY INN EXPRESS-LEXINGTON	\$113.00
10153	HOLIDAY INN OF KEARNEY	\$744.00
10154	HOME DEPOT CREDIT SERVICES	\$250.63
10155	HOMETOWN LEASING	\$646.95
10156	HOUGHTON MIFFLIN HARCOURT	\$265.54
10157	HTMC	\$80.00
10158	HYANNIS AREA SCHOOLS	\$40.25
10159	IDEAL LINEN SUPPLY	\$1,375.36
10160	IDEAL LINEN SUPPLY	\$520.15
10161	INDEPENDENT PLUMBING & HEATING	\$83.85
10162	JAYMAR BUSINESS FORMS, INC.	\$245.20
10163	JOHNSON CASHWAY LUMBER CO	\$13.48
10164	DENITA JULIUS	\$504.54
10165	KAPLAN EARLY LEARNING	\$3,303.30
10166	KAPLAN EARLY LEARNING COMPANY	\$1,774.36
10167	KIDS KORNER	\$1,028.00
10168	KIMBALL HEALTH SERVICES	\$2,345.10
10169	TIFFANY KIRBEY	\$200.00
10170	KSB SCHOOL LAW, PC LLO	\$1,000.00

10171	KSID RADIO	\$75.00
10172	LAKESHORE LEARNING MATERIALS	\$1,716.77
10173	LESLIE LEWIS	\$256.72
10174	LIL ANGELS PLAYHOUSE, INC	\$2,225.14
10175	JENNIFER LOPEZ	\$200.00
10176	LR4, LLC	\$500.00
10177	VOID - ANGELA LUPPEN	\$0.00
10178	DEBRA MASON	\$400.00
10179	MEAT SHOPPE	\$129.87
10180	MENARDS	\$245.04
10181	MIDWEST AUTO SUPPLY, INC	\$50.00
10182	RENEE MILLER	\$100.00
10183	MINATARE PUBLIC SCHOOLS	\$2,280.00
10184	MITCHELL PUBLIC SCHOOLS	\$3,420.00
10185	CINDY MOLINA	\$470.00
10186	MONUMENT CAR WASH	\$21.99
10187	MORRILL PUBLIC SCHL	\$3,800.00
10188	NATIONAL ASSOC OF SCHOOL PSYCH	\$210.00
10189	NATL SCIENCE TEACHER ASSOC	\$149.00
10190	XOCHITL ZITLALI NAVARRO PECH	\$2,200.00
10191	NE SAFETY & FIRE EQUIPMENT	\$146.00
10192	NE ASSOCIATION OF SCHOOL BOARDS	\$65.00
10193	NE COUNCIL OF SCHOOL ADMINS	\$1,055.00
10194	NEBRASKA SAFETY CENTER	\$200.00
10195	NEBRASKA TOTAL OFFICE	\$4,932.00
10196	NEBRASKALINK	\$7,053.37
10197	NORTH PLATTE PUBLIC SCHOOLS	\$4,164.66
10198	NORTHWEST NEBRASKA OPTOMETRIC	\$750.00
10199	NPPD	\$53.09
10200	ONE SOURCE	\$167.50
10201	MARK HALD	\$1,620.00
10202	O'REILLY AUTOMOTIVE	\$174.72
10203	PANHANDLE COOP	\$3,079.35
10204	PANHANDLE COOP ASSOC.	\$3,093.50
10205	PANHANDLE HEALTH GROUP	\$117.00
10206	PANHANDLE PARTNERSHIP	\$1,270.00
10207	PLATTE VALLEY CREAMERY	\$395.00
10208	PRAIRIE WINDS COMMUNITY CENTER	\$70.00
10209	QUICK CARE MEDICAL SERVICES, INC.	\$375.00
10210	RANDY'S AUTO CARE, LLC	\$86.91
10211	LORI RETZLAFF	\$216.00
10212	ROSETTA STONE	\$825.00
10213	RUSCH'S GENERAL CONTRACTING, LLC	\$27,669.60
10214	SHANA RUTHERFORD	\$1,065.09
10215	SCHOOL HEALTH CORPORATION	\$1,524.75
10216	SCHOOL NURSE SUPPLY, INC.	\$480.45
10217	SCOTTSBLUFF FAMILY YMCA	\$700.00
10218	SCOTTSBLUFF PUBLIC SCHOOLS	\$1,900.00
10219	SCOTTSBLUFF PUBLIC SCHOOLS	\$921.75

10220	SCOTTSBLUFF/GERING UNITED CHAMBER	\$180.00
10221	SEIDLITZ EDUCATION, LLC	\$499.47
10222	SIDNEY GLASS & SIGNS	\$90.00
10223	SIDNEY PUBLIC SCHOOLS	\$1,787.94
10224	SIDNEY SUN-TELEGRAPH	\$25.64
10225	SIOUX VILLA	\$100.00
10226	AMANDA SMITH	\$200.00
10227	PAUL SMITH	\$7.09
10228	SNELL SERVICES	\$9,880.00
10229	SYLMARIE SOCARRAS	\$674.66
10230	SONNY'S SUPER FOODS/BRIDGEPORT	\$1,016.20
10231	SONNY'S SUPER FOODS/SIDNEY	\$354.55
10232	STAPLES CREDIT PLAN	\$84.83
10233	STAYBRIDGE SUITES-LINCOLN	\$93.00
10234	ANGELA STORER	\$35.43
10235	SUBWAY #6906	\$485.37
10236	SUBWAY #7881	\$517.26
10237	SUPER 8 MOTEL - SCOTTSBLUFF	\$82.99
10238	THOMPSON GLASS, INC	\$257.06
10239	TWIN CITIES EARLY CHILDHOOD CENTER	\$248.15
10240	UNIV OF NEBRASKA-LINCOLN	\$2,700.00
10241	VALTS	\$24.55
10242	JANICE VAN NEWKIRK	\$1,365.00
10243	VERIZON WIRELESS	\$432.10
10244	VOLUNTEERS OF AMERICA	\$2,035.01
10245	VOLUNTEERS OF AMERICA	\$210.00
10246	KIM WATSON	\$750.00
10247	WESTERN NE MOVING & STORAGE	\$200.00
10248	WNCC	\$883.50
10249	WESTERN NEBRASKA HOUSING	\$495.00
10250	WESLEY WOOD	\$466.00
10251	SHEILA ZURKER	\$50.00
10252	ZWETZIG SKATE & BOUNCE	\$359.00
10253	VISA	\$5,236.41
10254	BLACK HILLS ENERGY	\$414.35
10255	CITY OF SCOTTSBLUFF	\$806.22
10256	WESTERN STATES BANK	\$250,000.00
10257	BLACK HILLS ENERGY	\$433.32
10258	CHARTER COMMUNICATIONS	\$171.19
10259	CITY OF BRIDGEPORT	\$260.32
10260	CITY OF SIDNEY	\$164.95
10261	NEBRASKA PUBLIC POWER DISTRICT	\$100.03
10262	VERIZON WIRELESS	\$207.77
TOTAL		\$1,325,710.40

Calendar

- **May 21-22, 2018** – Dr. Larry Dlugosh – Strategic planning, Harms Center, Rooms 188 and 189 - 9:00 a.m. to 5:00 p.m. (Marsh, Coon, Richards, Millette)
- **May 24, 2018** – Staff In-service and department meetings
- **May 28, 2018** – Office closed for Memorial Day
- **June 14, 2018** – NASB Member Golf Outing – Kearney
- **June 15, 2018** – School Law Seminar – Kearney
- **June 19, 2018** – Regular Board Meeting,
- **July 15, 2018** – Incumbent filing deadline. (Patricia Dobry, Rosalene Tollman, Mark Sinner, Bill Knapper, Diane Coon, Don Egging)
- **August 1, 2018** – Non-incumbent filing deadline.

Public Forum: no items.

Reports:

Head Start Director Reports and Policy Council Meeting Minutes were uploaded for Board review-no discussion.

On April 26, President Richards reviewed processes for investments and FSA reconciliation.

Administrator Report:

- Discussion of ESU 13's internal and external surveys. We are continuing our effort to educate schools and stakeholders what services we offer. At the beginning of the 2018-2019 school year, some of our staff will be attending in-services at the schools to better communicate to staff about our services.
- Our Tech Department will be setting up email addresses for our Board members. The Network Acceptable Use and Internet Safety Policy will be emailed to them for review and signature before the ESU emails are set up.
- Pam Brezenski, Transition Coordinator, has been re-assigned for the 2018-2019 school year. She will be the SPED Coordinator. She is working towards her administrative degree which is required for the position.
- Horizontal Movement for teachers in the negotiated agreement was discussed. It is the consensus of the Board that the Negotiate Agreement only allows approval of classes that pertain to the certified staff's teaching assignment at ESU #13.
- We will continue to discuss and explore options for the possibility of piloting a day treatment/day school program.

- New Board Policy templates were distributed to the Board Policy subcommittee. These templates were provided by Perry Law Firm that pertain to ESUs and not school districts.
- We are still finalizing our safety plan for ESU 13. Directors have shared their suggested changes. Once the Directors and the ESU 13 Safety Committee approve the plan, it will be brought to the Board for review and approval.

Old Business:

Moved by Millette, seconded by Jones, that the Board adopt the proposed amendment of Board Policy by adding “in loco parentis” to the Sick Leave and Bereavement Leave Policies. Aye: Egging, Marsh, Marx, Richards, Tollman, Dobry. Nay: None. Absent: Coon, Diemoz, Knapper, Sinner. Motion passed.

Moved by Richards, seconded by Marsh, that the Board adopt the proposed Capital Asset Management and Inventory Policy. Aye: Jones, Marx, Millette, Tollman, Dobry, Egging. Nay: None. Absent: Coon, Diemoz, Knapper, Sinner. Motion passed.

New Business: Proposed Board Policy for Pregnant and Parenting Students was presented as introduction item only. Discussion followed regarding staff leave for same. No action necessary.

Moved by Egging, seconded by Marx, that the Board approve ESU #13’s 2018-2019 Menu of Services for funding as recommended by the member districts. Aye: Marsh, Millette, Richards, Tollman, Dobry, Jones. Nay: None. Absent: Coon, Diemoz, Knapper, Sinner. Motion passed.

Moved by Dobry, seconded by Marx, that the Board approve ESU #13’s participation in ESUCC cooperative projects for 2018-2019 and authorize the Administrator to execute the Agreement. Aye: Marsh, Millette, Richards, Tollman, Egging, Jones. Nay: None. Absent: Coon, Diemoz, Knapper, Sinner. Motion passed. ESUCC cooperative projects are as follows:

- ✓ ESUPDO (Fee decreased from \$4,468 to \$4,131)
- ✓ BlendEd Projects:
 - Administration (no increase - \$5,400)
 - BlendEd (no fee)
 - Distance Education (No fee)
 - Media on Demand/Learn 360 (fee unchanged at \$0.425/student)
 - Learning Object Repository (per negotiated contract)
 - Instructional Materials: Learning Objects Acquisitions (no increase - \$5,000)
 - Instructional Materials: Special Projects (no increase - \$4,500)
 - Identity Management (no fee)
 - Coop Purchasing (no fee)

- SRS (no change in fee-\$5,500 plus tier fee)
- ✓ Legislative and Governmental relations (fee unchanged at \$1,629.41)

Moved by Millette, seconded by Egging, that the Board approve the revised Head Start Transportation Written Plans and Family and Community Partnerships Written Plans. Aye: Marx, Richards, Tollman, Dobry, Jones, Marsh. Nay: None. Absent: Coon, Diemoz, Knapper, Sinner. Motion passed.

Notification from the State Board of Education verifies that ESU #13 has been classified as accredited by the Commissioner of Education based on our assurance of compliance with the Provisions of Rule 84 for the period of July 1, 2018-June 30, 2019. Information item only. No action taken.

Moved by Richards, seconded by Dobry, that the Board accept the letter of resignation with regret from Rachel Tidemann, Teacher of the Deaf and Hard of Hearing, effective at the end of the 2017-2018 school year. Aye: Millette, Tollman, Egging, Jones, Marsh, Marx. Nay: None. Absent: Coon, Diemoz, Knapper, Sinner. Motion passed.

Moved by Millette, seconded by Egging, that the Board accept the letter of resignation from Michele Kuxhausen, Head Start Teacher, effective at the end of the 2017-2018 school year. Aye: Richards, Tollman, Dobry, Jones, Marsh, Marx. Nay: None. Absent: Coon, Diemoz, Knapper, Sinner. Motion passed.

Moved by Richards, seconded by Tollman, that the Board non-renew Deborah Sinks' Early Head Start Teacher contract for the 2018-2019 school year. Aye: Dobry, Egging, Jones, Marsh, Marx, Millette. Nay: None. Absent: Coon, Diemoz, Knapper, Sinner. Motion passed.

Moved by Egging, seconded by Millette, that the Board approve the above- listed minutes as read. Aye: Tollman, Dobry, Jones, Marsh, Marx, Richards. Nay: None. Absent: Coon, Diemoz, Knapper, Sinner. Motion passed.

President Richards declared regular meeting adjourned. Next regular meeting will be held Tuesday, June 19, 2018, beginning at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE.

President

Secretary