

# OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Tuesday – September 18, 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, September 18, 2018 at 7:34 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE. Previous public notice was given in the Star-Herald on Thursday, September 13<sup>th</sup>, 2018. Agenda items were uploaded to the ESU #13 website on Thursday and Friday, September 13/14, 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: Diane Coon, Steve Diemoz, Pat Dobry, Don Egging, Patricia Jones, Bill Knapper, Scott Marsh, Kim Marx, Ray Richards, Mark Sinner, Rosalene Tollman, Dr. Jeff West-Administrator, Jodi Walker-Business Manager and Desira Martin, Treasurer. Guests: Donna Jenne

Absent: Tom Millette.

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

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

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

<b>Check #</b>	<b>Entity Name</b>	<b>Amount</b>
10869	BLACK HILLS ENERGY	189.37
10870	BLACK HILLS ENERGY	181.66
10871	BLACK HILLS ENERGY	123.19
10872	CENTURYLINK	1,458.21
10873	CHARTER COMMUNICATIONS	2,459.87
10874	CHARTER COMMUNICATIONS	171.19
10875	CITY OF BRIDGEPORT	215.22
10876	GREAT PLAINS COMMUNICATIONS	2,841.38
10877	NE PUBLIC POWER DISTRICT	146.71
10878	PAYROLL ACCOUNT	757,463.48
10879	VIAERO WIRELESS	161.34

10880	ALLO COMMUNICATIONS	924.55
10881	ALLO COMMUNICATIONS	2,950.00
10882	ALLO COMMUNICATIONS	1,050.16
10883	CHARTER COMMUNICATIONS	169.65
10884	CITY OF GERING	564.14
10885	CITY OF SIDNEY	760.14
10886	CITY OF TERRYTOWN	45.98
10887	WELLS FARGO	7,154.52
10888	TEAM CHEVROLET (reprint of \$49.50)	0.00
10889	21ST CENTURY EQUIPMENT	343.39
10890	308 EMBROIDERY	147.66
10891	4IMPRINT	1,178.96
10892	AHLERS BAKING, INC	11.99
10893	AIRMEDCARE NETWORK	6,250.00
10894	ANITA'S GREENSCAPING, INC	333.00
10895	APPLE INC	1,448.00
10896	TONY BALANDRAN	315.00
10897	JENNIFER BAUMANN	504.60
10898	BENZEL PEST CONTROL	95.00
10899	BENZEL PEST CONTROL	275.00
10900	BEST HEATING AND COOLING LLC	1,155.04
10901	BIRCH COMMUNICATIONS	400.83
10902	Border States	5.64
10903	CAPITAL BUSINESS SYSTEMS, INC	1,416.03
10904	CASH-WA DISTRIBUTING	2,020.78
10905	CDW GOVERNMENT, INC	6,888.86
10906	CHARTER COMMUNICATIONS	48.98
10907	DORIS CHRISTENSEN	237.24
10908	CHUCK ELLEY PRESENTATIONS	1,186.36
10909	CITY OF GERING LANDFILL	124.49
10910	CITY OF SIDNEY	277.27
10911	COMFORT INN - VALENTINE	178.00
10912	COMMUNITY ACTION PARTNERSHIP- WN	13,644.88
10913	COMMUNITY PLAYTHINGS	5,602.00
10914	COMPLETE CARE FAMILY PRACTICE	505.00
10915	CONTRACTORS MATERIALS, INC	32.00
10916	JOLEEN CONWAY	120.00
10917	CULLIGAN	13.50
10918	CULLIGAN OF SCOTTSBLUFF	102.00
10919	CULLIGAN WATER CONDITIONING	14.95
10920	CYTEK MEDIA SYSTEMS, INC	31,378.00
10921	DAMAND PROMOTIONS	3,801.38
10922	DAS STATE ACCOUNTING - CENTRAL	484.99
10923	DAYLIGHT DONUT BAKERY	31.96
10924	DCDT	295.00
10925	DELL MARKETING	1,343.24
10926	DIAMOND VOGEL PAINT CENTER	57.98
10927	DOMINO'S PIZZA	31.47
10928	DOUGLAS, KELLY, OSTDIEK & OSSIAN	511.75

10929	JULIE DOWNING	40.00
10930	EAKES OFFICE SOLUTIONS	15.00
10931	ED SERVICE UNIT NO 10	806.95
10932	EDUCATIONAL SERVICE UNIT NO. 13	13,893.84
10933	EDUCATIONAL SERVICE UNIT NO. 13	9,986.49
10934	EGAN SUPPLY CO.	50.08
10935	EL ACHIEVE	2,017.40
10936	EMBASSY SUITES OLD MARKET	988.08
10937	SHEENA ERICKSON	150.00
10938	MINDY ESTRADA	94.83
10939	FINNEYS INC	32.96
10940	SAMANTHA FISHER	40.00
10941	FRANK PARTS COMPANY	20.91
10942	FREMONT MOTOR COMPANY	103.89
10943	FRENCHMAN VALLEY COOP	723.41
10944	TERESA FROMAN	814.23
10945	FUN EXPRESS, LLC	32.31
10946	MEGGIN FUNK	874.18
10947	BRENDA GARZA	164.92
10948	PERLA GARZA	591.16
10949	GERING COURIER	15.00
10950	GERING PUBLIC SCHOOLS	805.50
10951	GERING PUBLIC SCHOOLS	700.00
10952	JOANN GOLDEN	629.62
10953	REGINA GONZALEZ	189.39
10954	CYNTHIA GUERUE	100.00
10955	HAMPTON INN & SUITES	372.00
10956	ANGELA HANSCOM	1,500.00
10957	GREG HASCALL	361.44
10958	HERE WEE GROW CHILD DEV. CENTER	881.30
10959	HI PERFORMANCE CAR WASH	115.20
10960	JAYMIE HILLIARD	1,688.90
10961	HOLIDAY INN EXPRESS - OGALLALA	279.00
10962	HOLIDAY INN EXPRESS-N PLATTE	350.00
10963	HOME DEPOT CREDIT SERVICES	536.44
10964	HOMETOWN LEASING	646.95
10965	THRESA HUDSPETH	41.85
10966	IDEAL LINEN SUPPLY	1,900.37
10967	IDEAL LINEN SUPPLY	444.45
10968	IMAGINE LEARNING, INC	150.00
10969	INDEPENDENT PLUMBING & HEATING	66.02
10970	INTEGRATION PARTNERS	9,503.49
10971	J RUNDELL-ESU #13	34.45
10972	JIRDON AGRI CHEMICALS	143.92
10973	DENITA JULIUS	588.00
10974	KAPLAN EARLY LEARNING	381.12
10975	KIDS KORNER	1,017.13
10976	KIMBALL HEALTH SERVICES	1,047.31
10977	KOKE'S AUTO FARM TRUCK	26.50

10978	KSB SCHOOL LAW, PC LLO	1,000.00
10979	KSID RADIO	50.00
10980	LAKESHORE LEARNING MATERIALS	33.49
10981	LIL ANGELS PLAYHOUSE LLC	1,016.54
10982	JENNIFER LOPEZ	40.00
10983	LR4, LLC	500.00
10984	DEBRA MASON	162.00
10985	MEAT SHOPPE	439.50
10986	MENARDS	833.96
10987	MIDWEST AUTO SUPPLY, INC	72.00
10988	MUNROE-MEYER INSTITUTE	960.00
10989	NASB ALICAP	106,353.00
10990	NDE - Early Childhood Training Center	25.00
10991	NEBRASKA 4-H CAMPS	4,410.00
10992	NE ASSOC OF SCHOOL BOARDS	288.00
10993	NE CHILDREN AND FAMILIES	1,257.00
10994	NPPD	2,205.57
10995	NE SAFETY AND FIRE EQUIPMENT	631.68
10996	NEBRASKALINK	8,179.37
10997	NMC EXCHANGE LLC	1,040.00
10998	NPPD	59.33
10999	NSASSP Region V	60.00
11000	SARAH OCHOA	500.00
11001	ONE SOURCE	423.00
11002	ON TO COLLEGE WITH JOHN BAYLOR	28,660.00
11003	MARK HALD	750.00
11004	O'REILLY AUTOMOTIVE	339.10
11005	PANHANDLE COOP ASSOC.	2,522.04
11006	PANHANDLE COOP ASSOC.	3,362.02
11007	PANHANDLE PARTNERSHIP	40.00
11008	PLATTE VALLEY CREAMERY	387.10
11009	QUICK CARE MEDICAL SERVICES, INC.	500.00
11010	RANDY'S AUTO CARE, LLC	224.20
11011	CYNTHIA RASMUSSEN	155.33
11012	REGANIS AUTO CENTER	72.33
11013	REGION 3 BEHAVIORAL HEALTH SERVICES	427.15
11014	LORI RETZLAFF	849.88
11015	ROODS TIRE CENTER LLC	17.50
11016	SHANA RUTHERFORD	729.76
11017	SCOTTS BLUFF CO. HANDI-BUS	6.00
11018	SCOTTSBLUFF PUBLIC SCHOOLS	1,000.00
11019	SCOTTSBLUFF PUBLIC SCHOOLS	445.30
11020	SEIDLITZ EDUCATION, LLC	9,363.43
11021	SIDNEY PUBLIC SCHOOLS	794.64
11022	SIDNEY SUN-TELEGRAPH	164.60
11023	SIOUX VILLA	100.00
11024	SNELL SERVICES	5,385.25
11025	MICHELLE WEIMER	2,332.11
11026	SYLMARIE SOCARRAS	902.52

11027	SONNY'S SUPER FOODS/BRIDGEPORT	213.26
11028	SONNY'S SUPER FOODS/SIDNEY	148.27
11029	STAPLES CREDIT PLAN	3,543.91
11030	STATE FIRE MARSHAL OFFICE	60.00
11031	ANGELA STORER	22.89
11032	SUBWAY #6906	434.83
11033	SUBWAY #7881	461.34
11034	TEAM CHEVROLET	324.47
11035	THERAPY NOTES	165.00
11036	TONYA THOMAS	7.17
11037	THOMPSON GLASS, INC	90.00
11038	TRAIL CITY SUPPLY	7.18
11039	TWIN CITIES DEVELOPMENT ASSOC	25.00
11040	TWIN CITIES EARLY CHILDHOOD CENTER	366.00
11041	TWIN CITY ROOFING & SHEET METAL, INC.	798.40
11042	LINDA UGLOW	207.10
11043	JANICE VAN NEWKIRK	1,365.00
11044	VERIZON WIRELESS	1,283.30
11045	VERIZON WIRELESS	476.75
11046	VERIZON WIRELESS	166.23
11047	VERIZON WIRELESS	1,232.01
11048	VERIZON WIRELESS	166.26
11049	VISA	9,228.52
11050	VOLUNTEERS OF AMERICA	932.41
11051	WESTERN NE MOVING & STORAGE	200.00
11052	WNCC	7,272.50
11053	WESTERN NE HOUSING	495.00
11054	WESTERN PLAINS BUSINESS SOLUTIONS	119.00
11055	WINSUPPLY	104.66
11056	WESLEY WOOD	466.00
11057	BLACK HILLS ENERGY	126.02
11058	CARDMEMBER SERVICE	18,050.84
11059	CITY OF SCOTTSBLUFF	1,725.34
11060	BLACK HILLS ENERGY	183.38
11061	CENTURYLINK COMMUNICATIONS	2,691.98
11062	CHARTER COMMUNICATIONS	171.19
11063	CHASE CARD SERVICES	876.06
11064	CITY OF BRIDGEPORT	297.67
11065	GREAT PLAINS COMMUNICATIONS	2,841.38
11066	NEBRASKA PUBLIC POWER DISTRICT	137.33
11067	WESTERN STATES BANK	400,000.00
<b>TOTAL</b>		<b>1,565,352.32</b>

## Calendar

- **October 16, 2018** – Regular Board Meeting
- **October 19, 2018** – All staff in-service – HARMS Center
- **October 24, 2018** – ESU Advisory Council meeting – ESU 13 Conference room B & C, 10:00 am.
- **November 14-16** – 100<sup>th</sup> Annual State Education Conference – Lincoln (Diemoz, Knapper, Marx)
- **November 28-December 1, 2018** – 33<sup>rd</sup> AESA Annual Conference - The Broadmoor Hotel, Colorado Springs, CO.

**Public Forum:** no items.

## Reports:

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

Board member reports: Several Board members attended the NASB Area membership meeting held August 28<sup>th</sup> in Gering. The break-out sessions attended included topics such as keeping students and staff safe at school, overview of ESSA, AquESST and School Improvement, and delegate assembly. Mr. Knapper attended the Labor Relations Conference for updates in negotiations. He reviewed the timeline for negotiations. ESU #13 will be participating in negotiations this year for the 2019-2020 school year.

Administrator Report:

- Facility updates: Proposed projects include bus and vehicle garage, front drive concrete and landscape project at Scottsbluff site. Sites for the Sidney ESU are still being explored.
- Membership in NRCSA was discussed. The Board declines at this time.
- A facility site plan for our pilot project, New Beginnings Day Treatment and two other programs is still being studied. The Building and Grounds committee will tour possible locations for this project with an architect to obtain a rough budget cost. There is no cost for this initial review of the building.
- Hire dates for compensation increases for classified staff were discussed. We will get a legal opinion regarding this matter. It will then be posted to the Personnel Handbook.
- As we expand our services, office space for additional staff is becoming scarce. Dr. West proposed to the Board renting some office space at the UNL building. The Board gave Dr. West the authority to rent additional office space at other locations as the need arises.

**OLD BUSINESS:**

Proposed Board policy regarding Records Management – Email Retention, Disposition and Litigation Holds presented as first reading. No action taken.

**NEW BUSINESS:**

Moved by Sinner, seconded by Jones, that the Board approve the 2018-2019 proposed budget for the operation of ESU #13 in the amount of \$15,068,374. Aye: Egging, Knapper, Marsh, Marx, Richards, Tollman, Coon, Diemoz, Dobry. Nay: None. Absent: Millette. Motion passed.

Moved by Richards, seconded by Knapper, that the Board approve the *Resolution* setting the 2018-2019 property tax request at \$1,651,110.63. Aye: Jones, Marsh, Marx, Sinner, Tollman, Coon, Diemoz, Dobry, Egging. Nay: None. Absent: Millette. Motion passed.

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

President Richards declared regular meeting adjourned. Next regular meeting will be held Tuesday, October 16, 2018, beginning at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE.

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President

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Vice President