

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

Tuesday – March 19, 2019 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 Mark Sinner on Tuesday, March 19, 2019 at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE and at the following video-conference sites: Alliance Public Schools Adm. Bldg. – 1604 Sweetwater, Alliance, NE; Hemingford High School – 911 Niobrara Avenue, Hemingford, NE; and ESU #13 satellite office – 1114 Toledo, Sidney, NE. Public notice was given in the Star-Herald on Thursday, March 14, 2019. Due to weather conditions, agenda items and reports were uploaded to the ESU #13 website on Tuesday, March 12 and Monday, March 18, 2019 for Board Members.

President Mark Sinner 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, Don Egging, Tim Horn, Patricia Jones, Scott Marsh, Kim Marx, Tom Millette, Ray Richards, Mark Sinner, Dr. Jeff West-Administrator, Jodi Walker-Business Manager and Desira Martin, Treasurer. Guests: Heather Crofutt, B.J. Peters, Donna Jenne, Dr. Andrew Dick and Laura Barrett

Absent: Bill Knapper.

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

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

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

Check #	Entity Name	Amount
12051	BLACK HILLS ENERGY	808.78
12052	CENTURYLINK	1,458.21
12053	PAYROLL ACCOUNT	768,420.73
12054	VIAERO WIRELESS	161.62
12055	ALLO COMMUNICATIONS	926.29

12056	CHARTER COMMUNICATIONS	178.79
12057	CITY OF GERING	225.29
12058	CITY OF TERRYTOWN	48.22
12059	ALLO COMMUNICATIONS	3,600.00
12060	ALLO COMMUNICATIONS	1,103.49
12061	CHARTER COMMUNICATIONS	2,459.87
12062	CITY OF SIDNEY	637.13
12063	NEBRASKA PUBLIC POWER DISTRICT	3,264.39
12064	VERIZON WIRELESS	2,177.36
12065	WELLS FARGO	5,036.14
12066	21ST CENTURY EQUIPMENT	25.90
12067	308 EMBROIDERY	69.98
12068	AHA! PROCESS, INC.	9,814.40
12069	AHLERS BAKING, INC	109.02
12070	AINSWORTH COMMUNITY SCHOOLS	752.98
12071	TELLINA ALVORD	8.22
12072	ANDERSON-SHAW CONSTRUCTION	29,057.58
12073	ANITA'S GREENSCAPING, INC	405.00
12074	APPLE INC	1,486.00
12075	AUTO PLAZA JOE HESSLER, INC.	1,200.00
12076	AUTOZONE, INC	1,176.13
12077	BAKER & ASSOCIATES	2,333.75
12078	JENNIFER BAUMANN	613.50
12079	BAYARD PUBLIC SCHOOLS	2,300.00
12080	BENZEL PEST CONTROL	95.00
12081	BENZEL PEST CONTROL	290.00
12082	BEST HEATING AND COOLING LLC	142.50
12083	MELANIE BLACKCALF	31.66
12084	CAROL BOERNKE	2,265.90
12085	BORDER STATES	12.53
12086	HEATHER BOWEN	89.16
12087	BRIDGEPORT NEWS BLADE	56.94
12088	BUREAU OF EDUCATION & RESEARCH	5,069.00
12089	JOLIE CAMDEN	940.40
12090	CAPITAL BUSINESS SYSTEMS, INC	1,437.50
12091	CASH-WA DISTRIBUTING	2,705.59
12092	CDW GOVERNMENT, INC	3,965.66
12093	CHARTER COMMUNICATIONS	48.98
12094	CHUCK ELLEY PRESENTATIONS	1,440.14
12095	CITY OF GERING	6,452.69
12096	CITY OF SCOTTSBLUFF	812.11
12097	COLLEAGUES ON CALL	6,500.00
12098	CAPWN	17,451.04
12099	SHAWNDA CONNOR	1,047.94
12100	JOLEEN CONWAY	216.00
12101	CORNHUSKER MARRIOTT HOTEL	926.00
12102	COX-FORNANDER, LOU	64.16
12103	CPI	150.00
12104	CSC CONFERENCING OFFICE	2,402.90

12105	CULLIGAN	33.75
12106	CULLIGAN OF SCOTTSBLUFF	96.72
12107	CULLIGAN WATER CONDITIONING	14.95
12108	DAS STATE ACCOUNTING - CENTRAL	484.99
12109	DAYLIGHT DONUT BAKERY	15.98
12110	MARIA DE GUZMAN	582.42
12111	DIAMOND VOGEL PAINT CENTER	8.15
12112	DISCOUNT SCHOOL SUPPLY	122.40
12113	DOMINO'S PIZZA	39.95
12114	DOUGLAS, KELLY, OSTDIEK & OSSIAN	315.00
12115	EAKES OFFICE SOLUTIONS	2,035.27
12116	ED SERVICE UNIT NO 10	632.70
12117	ED SERVICE UNIT NO 13	10,037.73
12118	EDUCATIONAL SERVICE UNIT NO. 13	13,195.30
12119	CARISSA ELLIOTT	133.40
12120	EMBASSY SUITES HOTELS La Vista	228.90
12121	FASTENAL COMPANY	12.16
12122	FINNEYS INC	46.57
12123	FRANK PARTS COMPANY	27.73
12124	FREMONT MOTOR COMPANY	152.97
12125	FRENCHMAN VALLEY COOP	986.81
12126	TERESA FROMAN	317.49
12127	MEGGIN FUNK	247.08
12128	PERLA GARZA	282.98
12129	GERING PUBLIC SCHOOLS	12,450.00
12130	GERING PUBLIC SCHOOLS	2,255.40
12131	GERING PUBLIC SCHOOLS	700.00
12132	JOANN GOLDEN	2,311.42
12133	GORDON-RUSHVILLE PUBLIC SCHOOLS	1,910.00
12134	GOVCONNECTION, INC	418.30
12135	HAMPTON INN - KEARNEY	2,171.00
12136	HAMPTON INN - NORTH PLATTE	188.00
12137	HAMPTON INN & SUITES	5,589.88
12138	HAMPTON INN-OMAHA MIDTOWN	218.00
12139	HEMINGFORD LEDGER	31.00
12140	HERE WEE GROW CHILD DEVELOP. CNTR	2,720.99
12141	HI PERFORMANCE CAR WASH	111.60
12142	JAYMIE HILLIARD	603.23
12143	HOBBY LOBBY	71.44
12144	HOLIDAY INN EXPRESS-N PLATTE	188.00
12145	HOME DEPOT CREDIT SERVICES	165.81
12146	HOMETOWN LEASING	646.95
12147	HRDIRECT	84.52
12148	MARY HUNT	1,150.52
12149	IDEAL LINEN SUPPLY	1,446.06
12150	JAYMAR BUSINESS FORMS, INC	248.83
12151	JEWISH FEDERATION OF OMAHA	520.84
12152	DENITA JULIUS	794.20
12153	KARUNA COUNSELING	1,380.00

12154	KIDS KORNER	1,140.65
12155	KIMBALL HEALTH SERVICES	2,050.00
12156	KOKE'S AUTO FARM TRUCK	18.36
12157	JERENE KRUSE	399.04
12158	KSB SCHOOL LAW, PC LLO	478.52
12159	LANA HOUSE PAINTING	4,880.00
12160	LEARNING FORWARD	159.00
12161	TREY LEINWEBER	78.80
12162	AUSTIN LEWIS	143.45
12163	LIL ANGELS PLAYHOUSE, LLC	1,622.22
12164	ANGEL LINDSEY	37.36
12165	LR4, LLC	500.00
12166	BARBARA LUKASSEN	266.79
12167	BRADEN LUKASSEN	250.00
12168	MAILFINANCE	397.81
12169	DEBRA MASON	370.00
12170	MEAT SHOPPE	1,235.14
12171	MENARDS	458.70
12172	DARLENE MERZ	524.80
12173	MINATARE PUBLIC SCHOOLS	2,200.00
12174	MITCHELL PUBLIC SCHOOLS	2,859.94
12175	MORRILL PUBLIC SCHL	4,875.00
12176	NE JUNIOR ACADEMY OF SCIENCES	276.00
12177	NEBRASKALINK	8,179.37
12178	NEOFUNDS BY NEOPOST	500.00
12179	NMC EXCHANGE LLC	1,040.00
12180	NOAH'S ARK PRESCHOOL	190.00
12181	NORTHWEST NEBRASKA OPTOMETRIC	654.00
12182	NPPD	81.72
12183	SARAH OCHOA	1,900.00
12184	ONE SOURCE	166.00
12185	O'REILLY AUTOMOTIVE	72.74
12186	PANHANDLE COOP	2,854.60
12187	PANHANDLE COOP ASSOC.	2,837.49
12188	PANHANDLE PARTNERSHIP	30.00
12189	MANDY PETERSON	446.60
12190	PITNEY BOWES GLOBAL FINANCIAL	197.79
12191	PLATTE VALLEY CREAMERY	382.20
12192	PURCHASE POWER	578.27
12193	QUICK CARE MEDICAL SERVICES, INC.	375.00
12194	RANDY'S AUTO CARE, LLC	88.19
12195	RAPID CITY JOURNAL	799.50
12196	LORI RETZLAFF	1,131.16
12197	ROODS TIRE CENTER LLC	227.54
12198	ROSETTA STONE	990.00
12199	SHANA RUTHERFORD	607.14
12200	SAGE PUBLICATIONS INC	7,500.00
12201	SC PARTY PRODUCTIONS	300.00
12202	TERESA SCHOENEMAN	44.02

12203	SCOTTSBLUFF FAMILY YMCA	400.00
12204	SCOTTSBLUFF PUBLIC SCHOOLS	9,843.75
12205	SCOTTSBLUFF PUBLIC SCHOOLS	10,220.00
12206	SCOTTSBLUFF PUBLIC SCHOOLS	1,583.45
12207	SCOTTSBLUFF PUBLIC SCHOOLS	53.14
12208	SHERIDAN COUNTY CLERK	100.00
12209	SIDNEY PUBLIC SCHOOLS	1,390.62
12210	SIDNEY SUN-TELEGRAPH	213.45
12211	SIOUX VILLA	100.00
12212	SYLMARIE SOCARRAS	614.57
12213	SONNY'S SUPER FOODS/BRIDGEPORT	502.49
12214	SONNY'S SUPER FOODS/SIDNEY	69.96
12215	STAPLES CREDIT PLAN	52.30
12216	STAR-HERALD	2,207.42
12217	SUBWAY #6906	167.76
12218	SUPER 8 MOTEL - SCOTTSBLUFF	163.98
12219	TEAM CHEVROLET	396.94
12220	ANGELA HANSCOM	1,264.20
12221	AMY TOMASEVICZ	58.00
12222	JILL TRAUTMAN	17.05
12223	TWIN CITIES DEVELOPMENT ASSOC	160.00
12224	TWIN CITIES EARLY CHILDHOOD CENTER	1,736.78
12225	UNL	1,229.04
12226	UNL	1,052.00
12227	JANICE VAN NEWKIRK	1,365.00
12228	KATHY VANDAMME	265.64
12229	VERIZON WIRELESS	166.97
12230	VOLUNTEERS OF AMERICA	1,261.20
12231	AIDA WALSH	425.00
12232	WESTERN NE MOVING & STORAGE	200.00
12233	WNCC	4,502.95
12234	WNCC	937.14
12235	WESTERN NEBRASKA HOUSING	495.00
12236	WESTERN NEBRASKA OBSERVER	20.50
12237	ASHLEE WILSON	141.37
12238	WESLEY WOOD	475.00
12239	WY CHILD & FAMILY DEVELOPMENT	1,600.00
12240	BLACK HILLS ENERGY	862.56
12241	CARDMEMBER SERVICE	1,965.54
12242	GREAT PLAINS COMMUNICATIONS	2,841.38
12243	VISA	7,423.99
12244	WESTERN STATES BANK	225,000.00
12245	BLACK HILLS ENERGY	912.54
12246	CHARTER COMMUNICATIONS	179.48
12247	CITY OF SIDNEY	205.97
12248	NEBRASKA PUBLIC POWER DISTRICT	96.54
12249	CITY OF BRIDGEPORT	281.27
12250	WELLS FARGO	3,077.77
	<b>TOTAL</b>	<b>1,308,594.58</b>

## **Calendar**

- **April 10, 2019** – ESU #13 Advisory Council meeting – 10:00 AM hosted by Scottsbluff Public Schools
- **April 12, 2019** – Meridian Prom (Invitations are being mailed)
- **April 16, 2019** – Regular Board meeting
- **April 17, 2019** – Spring Legal Workshops – North Platte (April 16<sup>th</sup> – same night as Board meeting)
- **April 24, 2019** – Spring Legal Workshop - LaVista

**Public Forum:** no items.

## **Reports:**

Donna Jenne, Head Start Director, gave the Board an update of the Head Start continuation grant: Services will continue to be provided for 248 preschool children and 68 prenatal to three year olds. There will be no conversion of Head Start to Early Head Start slots this grant year. Sidney Head Start will close as a partnership has been formed with the public schools. Sidney Public will serve 20 Head Start slots in the partnership. It is undecided what Kimball Head Start will look like next year due to staffing and enrollment concerns. Conversations have taken place with Kimball schools, to promote a partnership in the public school. At this time we have not received a final response from them. If Kimball Public Schools decides that they are not ready to partner at this time, the Head Start slots will be moved to the Scottsbluff area to support the waitlist in Scottsbluff County. Without a partnership with the public school, there will be no Head Start services provided in Kimball as most children are currently dually served in the public preschool.

Head Start Director's Report and Policy Council Activity report – no discussion.

Administrator's report:

Dr. West met with our three western Nebraska senators to review and discuss the Buffet Early Childhood Institute's publication of The Nebraska Panhandle: An Assessment of Birth-Grade 3 Care and Education. The publication will be going out in April.

Facility improvement updates:

- Work continues on the vehicle/bus storage at the 42<sup>nd</sup> Street location.
- Bids will be requested for enclosing the SOAR Director's office to help with confidentiality concerns.
- A security button will be installed in the office at the VALTS/LifeLink location for added security. This will allow secured entry for visitors and students.

Panhandle Beginnings Day Treatment Program funding and location is still being researched.

Dr. Andrew Dick gave a report to the Board on his progress in transitioning to the ESU #13 administrator position. He has been meeting with Dr. West and attending meetings. Dr. Dick begins his interim administrator duties on June 3<sup>rd</sup>, 2019, with his official administrator contract beginning July 1, 2019.

### **Old Business:**

Moved by Millette, seconded by Egging that the Board approve the proposed revision of the Family and Medical Leave Policy. Aye: Horn, Jones, Marsh, Marx, Richards, Sinner, Coon, Diemoz. Nay: none. Absent: Knapper. Motion passed.

### **New Business:**

Moved by Richards, seconded by Marx, that the Board approve the Finance Committee's recommendation to accept the bid from Anita's Greenscaping, Inc. in the amount of \$19,997.62 for landscaping the plot between the north door by the conference rooms and the parking lot. Aye: Jones, Marsh, Millette, Sinner, Coon, Diemoz, Egging, Horn. Nay: none. Absent: Knapper. Motion passed.

Moved by Diemoz, seconded by Coon, that the Board approve the Finance Committee's recommendation to accept the bid from Team Auto Center in the amount of \$23,042 for the purchase of one New Model 2019, 4-5 passenger mid-sized AWD vehicle, Chevy Equinox, for the Early Head Start program. Aye: Marsh, Marx, Millette, Richards, Sinner, Egging, Horn, Jones. Nay: none. Absent: Knapper. Motion passed.

Moved by Millette, seconded by Marsh, that the Board approve the Finance Committee's recommendation to accept the bid from Rusch's General Contracting, LLC in the amount of \$33,839 for the Head Start Child Development Center remodel including classroom and bathroom remodel, and entry vestibule modification. Aye: Marx, Richards, Sinner, Coon, Diemoz, Egging, Horn, Jones. Nay: none. Absent: Knapper. Motion passed.

Moved by Marsh, seconded by Millette, that the Board approve the revised Head Start Fiscal written plans and Human Resources written plans. Aye: Marx, Richards, Sinner, Coon, Diemoz, Egging, Horn, Jones. Nay: none. Absent: Knapper. Motion passed.

Moved by Sinner, seconded by Coon, that the Board approve the resignation from Tina Rudy, Meridian Special Education teacher, at the end of the 2018-2019 school year. Aye: Millette, Richards, Diemoz, Egging, Horn, Jones, Marsh, Marx. Nay: none. Absent: Knapper. Motion passed.

Moved by Richards, seconded by Diemoz, that the Board approve the resignation from Jennifer Lopez, School Psychologist, at the end of the 2018-2019 school year. Aye: Sinner, Coon, Egging, Horn, Jones, Marsh, Marx, Millette. Nay: none. Absent: Knapper. Motion passed.

Moved by Egging, seconded by Millette, that the Board approve the resignation from Drew Marlow, Licensed Independent Mental Health Practitioner, at the end of the 2018-2019 school year. Aye: Sinner, Coon, Diemoz, Horn, Jones, Marsh, Marx, Richards. Nay: none. Absent: Knapper. Motion passed.

Moved by Richards, seconded by Marsh, that Heather Crofutt be appointed as an ESU #13 Board member for District 3, Dawes County. Aye: Coon, Diemoz, Egging, Horn, Jones, Marx, Millette, Sinner. Nay: none. Absent: Knapper. Motion passed.

ESU #13's proposed calendar for 2019-2020 was presented as information item only. No action taken.

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

President Sinner declared regular meeting adjourned. Next regular meeting will be held Tuesday, April 16, 2019, beginning at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE.

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President

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Secretary