

OFFICIAL MINUTES
 REGULAR MEETING
 BOARD OF EDUCATIONAL
 SERVICE UNIT NO. 13

The regular meeting of the Board of Educational Service Unit No. 13 (ESU 13) was called to order by President Mark Sinner on Tuesday, November 9, 2021, at 7:00 PM at the ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE. Meeting notice was published in the Star-Herald on Thursday, November 4, 2021.

President 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, Bill Knapper, Kim Marx, Tom Millette, Ray Richards, Mark Sinner, Dr. Laura Barrett - Interim Administrator, Jodi Walker - Business Manager, and Desira Martin - Treasurer. Guests: Krystie Hohnstein, Jacey Marietta, and Deirdre Amundsen.

Absent: Heather Crofutt, and Scott Marsh.

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

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

Moved by Horn, seconded by Diemoz, that consent action items be approved as listed with the exception of Approval of attendance for educational workshops, conferences, training programs, official functions, hearings, or meetings (Approved Consent: Minutes of October regular meeting, Treasurer's Report, Fund Balance Report, Budget Summary Report, Claims, Notice of Appointment for Head Start Director - Krystie Hohnstein, and Head Start Grant Fiscal Officer). Aye: Egging, Jones, Knapper, Marx, Millette, Richards, Sinner, Coon. Nay: none. Absent: Crofutt, Marsh. Motion passed.

Moved by Millette, seconded by Horn, that the Board approve the consent action item: Approval of attendance for educational workshops, conferences, training programs, official functions, hearings, or meetings. The Board discussed the format of the report. Aye: Egging, Jones, Knapper, Marx, Richards, Sinner, Coon, Diemoz. Nay: none. Absent: Crofutt, Marsh. Motion passed.

The following General Fund claims were approved for payment:

November, 2021 Claims	
Salaries, Benefits	\$877,201.89
Prof. & Tech. Services; Mileage	\$66,275.55
Leases, Utilities & Maintenance	\$20583.61
Copies, Postage, Telephone & Travel	\$73,027.98
Supplies, Materials, Software & other Util.	\$69185.10

Bldg. Improvements, Furn., Equipment, Hardware, Vehicle Acquisition	\$1,000.00
Transfer for Investments	\$0.00
Dues, Fees & Ind. Costs	\$9,572.61
Total	\$1,391,846.74

Calendar items were discussed.

No public forum.

Reports:

ESU 13's Director of Professional Learning, Deirdre Amundsen, gave a presentation reviewing the Department's opportunities for educators and students, partnerships, and plans for future support and partnerships.

Board member Kim Marx reported on her attendance at the NASB Need Resources Session on October 27, 2021 in Alliance, Nebraska.

Krystie Hohnstein, Director of Head Start, presented the Head Start/Early Head Start Governance Training. Links to resources included Head Start Bylaws, Head Start Philosophy, and Early Childhood Knowledge Learning Center (ECKLC). Highlights of the presentation included:

- The Head Start Act of 2007 - describes the composition and roles and responsibilities of the Head Start/Early Head Start agency governing bodies and Policy Councils with regard to program design, planning, monitoring, and oversight.
- The Act, in conjunction with the Head Start Program Performance Standards, describes performance expectations regarding program governance.
- Eligibility determination was reviewed.
- Management Systems Wheel
 - Leadership and governance encompass and inform the 12 management systems by providing legal, fiscal, and strategic direction. (Includes management team, Policy Council, and Governing Board)
 - Program Management, Planning & Oversight Systems support program compliance and quality improvement
 - The 12 individual management systems work together to inform and influence the program's service delivery
 - The result of strong leadership and management along with well-designed services is high quality child and family outcomes
- Governing Body Reports
 - Monthly financial statements/credit card expenditures
 - Monthly program information summaries/CACFP
 - Enrollment, strategic planning and needs assessment
 - Financial Audit, Annual Self-Assessment and results
 - Communication and guidance from OHS
 - Results from Federal Review and follow up
 - Funding application
- The Current Head Start Continuation Grant focusing on:
 - Program Restructuring
 - Increased Mental Health Services

- COVID Response
- Birth to Five School Readiness Plan
- Head Start Five Year Goals

Head Start Director's Report for October - no discussion.

Administrator's Report:

- The process for the HVAC project of the top floor of the main building will begin in December with the request for bids in January.
- ESU 13's Certificated Evaluation instrument is being revised based on the newly released Nebraska Teacher and Principal Performance Standards. Indicators of quality performance have been developed with representatives from all our departments. We will be working with evaluators on these and will bring the instrument to the Board for approval this spring, then to NDE for approval.
- The Election Districts Committee is currently working to revise the district boundaries. The new boundaries will be presented for approval at the December Board meeting.

Old Business: None.

New Business:

Moved by Richards, seconded by Coon, that the Board approve the Head Start Philosophy and Head Start Policy Council Bylaws. Aye: Horn, Jones, Knapper, Marx, Millette, Sinner, Diemoz, Egging. Nay: none. Absent: Crofutt, Marsh. Motion passed.

Moved by Sinner, seconded by Knapper, that the Board move into Executive Session for the purpose of discussing a personnel matter with the members of the Board and the Interim Administrator present. Aye: Jones, Marx, Millette, Richards, Coon, Diemoz, Egging, Horn. Nay: none. Absent: Crofutt, Marsh. Motion passed. The Board moved into Executive Session at 8:15 PM.

Moved by Sinner, seconded by Egging, that the regular meeting convene. Aye: Knapper, Marx, Millette, Richards, Coon, Diemoz, Horn, Jones. Nay: none. Absent: Crofutt, Marsh. Motion passed. The regular meeting reconvened at 8:35 PM.

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

President Sinner declared the regular meeting adjourned. Next regular meeting will be held on Tuesday, December 14, 2021 at ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE.