

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, February 21, 2023 at 7:00 PM at the ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE. The meeting was also held by videoconference. The meeting notice was published in the Star-Herald on Thursday, February 16, 2023.

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.

Oath of Office taken and signed by newly elected Board member, Casper Ningen.

Present via videoconference: Diane Coon, Tim Horn, Patricia Jones, Scott Marsh, Kim Marx, Casper Ningen, Ray Richards, Dr. Caroline Winchester. Present at the Main Office: Mark Sinner, Bill Knapper, Tom Millette, Steve Diemoz, Dr. Laura Barrett - Administrator, Jodi Walker - Business Manager, and Desira Martin - Treasurer.

Absent: None

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

Moved by Millette, seconded by Horn that consent action items be approved as listed (Minutes of January regular meeting, Treasurer’s Report, Fund Balance Report, Budget Summary, Claims, and Certified Staff Hire: Anna Thompson, Special Education Teacher for 2023-2024. Aye: Coon, Diemoz, Jones, Knapper, Marsh, Marx, Ningen, Richards, Sinner, Winchester. Nay: none. Absent: None. Motion passed.

The following General Fund claims were approved for payment:

February 2023 Approved Claims	
Salaries, Benefits	\$942,954.76
Prof. & Tech. Services; Mileage	\$140,627.58
Leases, Utilities & Maintenance	\$30,939.00
Copies, Postage, Telephone & Travel	\$77,836.96
Supplies, Materials, Software & other Util.	\$91,098.80
Bldg. Improvements, Furn., Equipment, Hardware, Vehicle Acquisition	\$26,116.20
Transfer for Investments	\$240,000.00
Dues, Fees & Ind. Costs	\$-793.33
Total	\$1,548,779.97

Calendar items were noted.

No Public Forum.

Reports:

Legislative Issue Conference - January 22-33, Lincoln, NE: Diemoz, Knapper, and Dr. Winchester attended this meeting and reviewed highlights of the conference.

President Sinner attended the NASB President's Retreat that was held in Ogallala on February 5th and 6th. President Sinner introduced the Sparq Meetings concept that many Boards are utilizing for their meetings. It is the consensus of the Board that ESU 13 begin the process of obtaining training to utilize this tool at its Board meetings.

Krystie Hohnstein, Head Start Program Director, presented Eligibility, Recruitment, Selection, Enrollment, Attendance (ERSEA) training that included qualifications for eligibility, verification documentations for eligibility, income guidelines and calculation, recruitment processes, application and formal process for selection criteria, and daily attendance.

Head Start Director's Report and Policy Council Report for January - no discussion
Administrator's Report Highlights:

- The annual survey for internal and external stakeholders has been conducted. Results will be shared with staff at the March inservice and in April for the Board.
- To keep current on our vehicle rotation and replacement schedule, we will be submitting bids for two new vehicles to add to our fleet this year.
- We are working on organizational effectiveness as part of our Strategic Plan. At the March Board meeting, members will be participating in discussion around the success of ESU 13.

Board Committee Reports: none.

Board Member Comments: none.

Business:

Moved by Millette, seconded by Winchester, that the Board approve the proposed ESU 13 Academic Year Calendar for 2023-2024. Aye: Coon, Diemoz, Horn, Jones, Knapper, Marsh, Marx, Ningen, Richards, Sinner. Nay: none. Absent: None. Motion passed.

Moved by Richards, seconded by Diemoz that the Board move into Executive Session for the purpose of negotiations with members of the Board and the Administrator present. Aye: Coon, Horn, Jones, Knapper, Marsh, Marx, Millette, Ningen, Sinner, Winchester. Nay: none. Absent: none. Motion passed. The Board moved into Executive Session at 7:50 PM.

Moved by Winchester, seconded by Marsh that the regular meeting reconvene. Aye: Coon, Diemoz, Horn, Jones, Knapper, Marx, Millette, Ningen, Richards, Sinner. Nay: none. Absent: none. Motion passed. The regular meeting reconvened at 8:11 PM.

Moved by Knapper, seconded by Millette that the Board approve the recommendation of the Negotiations/Personnel Committee to provide retention incentives for employees of the Head Start program with the terms being \$1,500 for staff employed less than one year, \$2,250 for staff who have been employed for 1-5 years, and \$3,000 for staff employed for five or more years, payable no later than June 30, 2023. To qualify for the retention incentive, the employment status is by March 1, 2023, and proration for the first year each month counting 1/12 starting no later than the 15th of the month. For all non-Head Start employees, all terms of the payment schedule apply with the exception that the retention incentive will be made in two installments, September 2023 and the second being September 2024, provided that the employee is currently on the ESU 13 employee roster as of July 1 - June 30. This motion will be provided to the ESU 13 Education Association for a vote. In addition, the terms and conditions of the retention incentives will be reviewed by the ESU 13 attorney. Aye: Coon, Diemoz, Horn, Jones, Marsh, Marx, Ningen, Richards, Sinner, Winchester. Nay: none. Absent: none. Motion

passed.

Moved by Sinner, seconded by Diemoz, that ESU 13 continues membership in the current professional organizations NASB, AESA, and join NRCSA for the 2023 year. Aye: Coon, Horn, Jones, Marsh, Marx, Millette, Ningen, Richards. Nay: Knapper. Abstain: Winchester. Absent: none. Motion passed.

Moved by Knapper that the Board approve the recommendation of the Negotiations/Personnel Committee for the proposed Addendum to the Administrator's Contract of Employment to extend the term to June 30, 2026, and establish the Administrator's salary at \$180,000 for 2023-2024. Aye: Coon, Diemoz, Horn, Jones, Marsh, Marx, Millette, Ningen, Richards, Sinner, Winchester. Nay: none. Absent: none. Motion passed.

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

President Sinner declared the regular meeting adjourned. Next regular meeting will be held on Tuesday, March 21, 2023 at ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE and via videoconference.