

OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Tuesday – December 19, 2017

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, December 19, 2017 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, December 14, 2017. Agenda items were uploaded to the ESU #13 website on Thursday and Friday, December 14/15, 2017 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, Patricia Jones, Bill Knapper, Scott Marsh, Kim Marx, Tom Millette, Ray Richards, Mark Sinner, Dr. Jeff West-Administrator, Jodi Walker-Business Manager and Desira Martin, Treasurer. Guests: Donna Jenne and Jadie Beam. Absent: Pat Dobry, Don Egging, and Rosalene Tollman.

Absent: Pat Dobry, Don Egging, Rosalene Tollman.

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

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

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

<u>Check #</u>	<u>Entity Name</u>	<u>Amount</u>
9017	BLACK HILLS ENERGY	\$568.89
9018	CENTURYLINK	\$1,458.21
9019	CHASE CARD SERVICES	\$2,043.40
9020	PAYROLL ACCOUNT	\$748,009.86
9021	VIAERO WIRELESS	\$399.65
9022	WELLS FARGO	\$2,653.40
9023	ALLO COMMUNICATIONS	\$926.24
9024	ALLO COMMUNICATIONS	\$736.79
9025	CHARTER COMMUNICATIONS	\$152.80

9026	CITY OF BRIDGEPORT	\$315.62
9027	CITY OF GERING	\$270.23
9028	CITY OF SIDNEY	\$660.92
9029	CITY OF TERRYTOWN	\$42.60
9030	NEBRASKA PUBLIC POWER DISTRICT	\$2,014.83
9031	BIRCH COMMUNICATIONS	\$399.42
9032	CHARTER COMMUNICATIONS	\$48.98
9033	NPPD	\$52.53
9034	VERIZON WIRELESS	\$1,528.53
9035	VERIZON WIRELESS	\$343.28
9036	VERIZON WIRELESS	\$166.87
9037	VERIZON WIRELESS	\$412.05
9038	VERIZON WIRELESS	\$166.53
9039	VISA	\$5,988.07
9040	308 EMBROIDERY	\$25.00
9041	ADVERTAINMENT PRODUCTIONS LLC	\$228.00
9042	MARIA AGUALLO	\$11.24
9043	AHLERS BAKING, INC	\$50.34
9044	ANDERSON-SHAW CONSTRUCTION	\$62,901.90
9045	BAKER & ASSOCIATES	\$2,916.25
9046	JENNIFER BAUMANN	\$334.00
9047	BAYARD PUBLIC SCHOOLS	\$1,805.00
9048	BEAN BROKER	\$48.50
9049	BENZEL PEST CONTROL	\$95.00
9050	BENZEL PEST CONTROL	\$290.00
9051	JACINTH BERRETH	\$817.48
9052	BEST HEATING AND COOLING LLC	\$215.00
9053	BLACK HILLS ENERGY	\$656.44
9054	PAMELA BREZENSKI	\$37.89
9055	BRIDGEPORT NEWS BLADE	\$20.00
9056	JESSICA BRODERICK	\$38.52
9057	CAPITAL BUSINESS SYSTEMS, INC	\$1,384.03
9058	CARDMEMBER SERVICE	\$2,485.76
9059	CASH-WA DISTRIBUTING	\$1,566.70
9060	BIANCA CASTRO	\$149.27
9061	CDW GOVERNMENT, INC	\$2,767.90
9062	CHUCK ELLEY PRESENTATIONS	\$1,708.10
9063	CITY OF SIDNEY	\$168.46
9064	ROSA COBOS	\$19.42
9065	COMMUNITY ACTION PARTNERSHIP-WN	\$22,964.36
9066	JOLEEN CONWAY	\$72.00
9067	COUNTRY INN & SUITES-LINCOLN	\$279.00
9068	COX-FORNANDER, LOU	\$35.84
9069	CPI	\$510.00
9070	CULLIGAN OF SCOTTSBLUFF	\$282.63
9071	CULLIGAN WATER CONDITIONING	\$14.95
9072	DAS STATE ACCOUNTING - CENTRAL	\$433.63
9073	DAYLIGHT DONUT BAKERY	\$15.98
9074	STEVE DIEMOZ	\$492.43

9075	DOUGLAS, KELLY, OSTDIEK & OSSIAN, P.C.	\$350.00
9076	EAKES OFFICE SOLUTIONS	\$1,847.51
9077	ED SERVICE UNIT NO 10	\$689.45
9078	ED SERVICE UNIT NO 13	\$11,608.79
9079	EDUCATIONAL SERVICE UNIT NO. 13	\$12,728.07
9080	ESSENTIAL ELEMENTS, LLC	\$4,320.00
9081	FASTENAL COMPANY	\$10.20
9082	FINNEYS INC	\$15.95
9083	SAMANTHA FISHER	\$108.00
9084	FRANK PARTS COMPANY	\$43.98
9085	FREMONT MOTOR COMPANY	\$97.98
9086	FRENCHMAN VALLEY COOP	\$1,338.94
9087	TERESA FROMAN	\$1,374.36
9088	FUN EXPRESS, LLC	\$293.74
9089	PERLA GARZA	\$300.67
9090	GERING PUBLIC SCHOOLS	\$2,577.60
9091	GERING PUBLIC SCHOOLS	\$700.00
9092	JOANN GOLDEN	\$1,344.28
9093	KC GREEN	\$750.00
9094	HAMPTON INN - KEARNEY	\$206.00
9095	HAMPTON INN - LINCOLN AIRPORT	\$356.00
9096	HAMPTON INN & SUITES - OMAHA SW/LA VISTA	\$317.10
9097	HAMPTON INN & SUITES	\$93.00
9098	HAMPTON INN SIDNEY	\$93.00
9099	GREG HASCALL	\$190.12
9100	HERE WEE GROW CHILD DEVELOPMENT CENTER	\$646.70
9101	CORA HERNANDEZ	\$108.61
9102	HI PERFORMANCE CAR WASH	\$68.40
9103	JAYMIE HILLIARD	\$613.45
9104	HOLIDAY INN EXPRESS-KEARNEY	\$93.00
9105	HOLIDAY INN EXPRESS-SCOTTSBLUFF	\$186.00
9106	HOME DEPOT CREDIT SERVICES	\$39.90
9107	HOMETOWN LEASING	\$646.95
9108	HOTEL GRAND CONFERENCE CENTER	\$663.60
9109	HOUGHTON MIFFLIN HARCOURT	\$379.94
9110	HULLINGER GLASS AND LOCKS	\$128.00
9111	HYANNIS AREA SCHOOLS	\$51.00
9112	IDEAL LINEN SUPPLY	\$744.30
9113	IDEAL LINEN SUPPLY	\$697.47
9114	J RUNDELL-ESU #13	\$31.00
9115	PATRICIA JONES	\$266.40
9116	JOURNEYED.COM INC.	\$2,131.50
9117	KAPLAN EARLY LEARNING	\$7,090.80
9118	KIDS KORNER	\$1,248.81
9119	KIMBALL HEALTH SERVICES	\$2,221.00
9120	KSB SCHOOL LAW, PC LLO	\$1,159.09
9121	KSID RADIO	\$25.00
9122	LAKESHORE LEARNING MATERIALS	\$8,245.39

9123	LR4, LLC	\$500.00
9124	MAIN STREET APPLIANCE	\$1,000.00
9125	MASID CHEVROLET CO.	\$22,383.00
9126	DEBRA MASON	\$400.00
9127	MEAT SHOPPE	\$1,027.12
9128	MENARDS	\$118.50
9129	MIDWEST AUTO SUPPLY, INC	\$50.00
9130	MINATARE PUBLIC SCHOOLS	\$2,090.00
9131	MITCHELL PUBLIC SCHOOLS	\$3,443.76
9132	TONY MITCHELL	\$52.86
9133	MOBILITY RESEARCH	\$645.00
9134	MOBYMAX, LLC	\$1,295.00
9135	MONUMENT CAR WASH	\$18.41
9136	MORRILL PUBLIC SCHOOLS	\$3,230.00
9137	NAEYC	\$244.12
9138	NCECBVI	\$385.00
9139	NE DOL/BOILER INSPECTION PROGRAM	\$147.00
9140	NEBRASKA ASSOC OF SCHOOL BOARDS	\$70.00
9141	NEBRASKA COUNCIL OF SCHOOL ADMINS	\$276.00
9142	NE DEPARTMENT OF HEALTH AND HUMAN	\$10,935.33
9143	NEBRASKA SAFETY AND FIRE EQUIPMENT	\$662.33
9144	NEBRASKALINK	\$7,053.37
9145	NMC EXCHANGE LLC	\$880.00
9146	NOAH'S ARK PRESCHOOL	\$200.00
9147	SARAH OCHOA	\$470.00
9148	ONE SOURCE	\$199.00
9149	ONENECK IT SOLUTIONS, LLC	\$383.05
9150	O'REILLY AUTOMOTIVE	\$284.95
9151	ORIENTAL TRADING COMPANY	\$101.90
9152	PANHANDLE COOP	\$2,508.51
9153	PANHANDLE COOP ASSOC.	\$2,730.80
9154	PANHANDLE HEALTH GROUP	\$330.00
9155	PAUL REED CONSTRUCTION & SUPPLY	\$7.82
9156	PERRY, GUTHERY, HAASE & GESSFORD, P.C.	\$5,700.00
9157	MARIA PINEDA	\$55.64
9158	PLATTE VALLEY CREAMERY	\$466.10
9159	PRAIRIE WINDS COMMUNITY CENTER	\$241.00
9160	RANDY'S AUTO CARE, LLC	\$289.41
9161	REGANIS AUTO CENTER	\$38.79
9162	DIANE REINHARDT	\$9.97
9163	ROODS TIRE CENTER LLC	\$15.00
9164	SHANA RUTHERFORD	\$517.35
9165	SCOTTSDLUFF FAMILY YMCA	\$1,350.00
9166	SCOTTSDLUFF PUBLIC SCHOOLS	\$855.90
9167	SCOTTSDLUFF PUBLIC SCHOOLS	\$3,772.86
9168	JAMIE SELZER	\$77.04
9169	SIDNEY PUBLIC SCHOOLS	\$1,787.94
9170	SIDNEY SUN-TELEGRAPH	\$42.00
9171	SIOUX VILLA	\$100.00

9172	PAUL SMITH	\$7.62
9173	MICHELLE WEIMER	\$6,268.65
9174	SOLUTION TREE	\$4,320.00
9175	SONNY'S SUPER FOODS/BRIDGEPORT	\$937.27
9176	SONNY'S SUPER FOODS/SIDNEY	\$177.15
9177	STAPLES CREDIT PLAN	\$9.99
9178	STAR-HERALD	\$1,001.23
9179	LILY SUGHROUE	\$850.79
9180	SUPER DUPER PUBLICATIONS	\$42.45
9181	TAESE/USU	\$455.00
9182	TEAM CHEVROLET	\$117.56
9183	THOMPSON GLASS, INC	\$138.00
9184	TWIN CITIES DEVELOPMENT ASSOCIATION,	\$35.00
9185	JAN VAN NEWKIRK	\$1,300.00
9186	VOLUNTEERS OF AMERICA	\$368.10
9187	KANDI WEINBENDER	\$52.22
9188	JEFFREY WEST	\$871.78
9189	WESTERN COOPERATIVE COMPANY	\$25.25
9190	WESTERN NE MOVING & STORAGE	\$200.00
9191	WESTERN NEBRASKA COMMUNITY COLLEGE	\$1,688.50
9192	WESTERN NEBRASKA COMMUNITY COLLEGE	\$395.75
9193	WESTERN NEBRASKA HOUSING	\$495.00
9194	MICHELLE WILKINSON	\$82.93
9195	ABIGAIL WINTERS	\$862.50
9196	WESLEY WOOD	\$433.00
9197	BLACK HILLS ENERGY	\$716.62
9198	CENTURYLINK	\$2,691.98
9199	CHARTER COMMUNICATIONS	\$154.16
9200	CHASE CARD SERVICES	\$4,400.33
9201	CITY OF BRIDGEPORT	\$288.03
9202	NEBRASKA PUBLIC POWER DISTRICT	\$105.50
	TOTAL	\$1,053,375.96

Calendar

- **December 25, 2017 - January 5, 2018** - ESU closed for Christmas break
- **January 16, 2018** – Regular Board Meeting – 7:00 pm
- **January 21-22, 2018** – Legislative issues Conference – Lincoln
- **January 22, 2018** – Budget & Finance Workshop – Lincoln
- **January 31, 2018** – ESU #13 Advisory Council Meeting- 10:00 AM - Cory Epler and Bryce Wilson, NDE

Public Forum: no items.

Reports:

Jadie Beam – SOAR Director, ESU 13 – State of Schools Report Card

Jadie gave a presentation to the Board on the State Report Card. Assessments are now being done on a multi-tier level so that scores are available throughout the year. Formative is Instructional Practices and Tools; Interim is MAP Growth and other measures and Summative is the annual measurement. Nebraska Student-Centered Assessment System (NSCAS) utilizes College and Career Ready testing rather than State Proficiency. The data from these reports help drive where the ESU SOAR staff goes to help students by pouring support into needs improvement districts. Currently, there are 7 buildings in our member district area that are on needs assessments.

The ACT is given in the 11th grade as the state assessment. It is funded by the State Department of Education for every junior. Last year, 86% of juniors had taken the ACT assessment so it was an easy transition moving to the state wide assessment. The ACT state average for ELA is 17.8 and math and science is 19.

AESA CONFERENCE-SAN ANTONIO, TX

Several Board Members and Dr. West attended the AESA annual conference in San Antonio on November 29-December 2, 2017. The theme of this conference centered on poverty. Some of the sessions attended were: Federal Lobbyist, Maker Movement in Education, Para-Educator training given by our ESU staff members, Increasing Engagement and Inspired Leadership, Liquid Gold for Leaders. Discussion of the content and several ideas were presented for ESU enhancement.

Administrator's report (Jeff West):

- The Administrator reviewed with the Board that the concrete parking lots should be done at the end of this week. Bids are being sent out for the upcoming work on the metal siding and doors on the multi-purpose room. The Finance Committee will meet on the February Board meeting date to open bids. Bids are also being requested for the ESU 13 yearly audit and will also be opened at the February Board meeting date.
- We now have a bill being presented by Senator Stinner during this upcoming legislative session regarding our Day Treatment/Day School project. This will certainly bring awareness to the needs of our districts.
- Our strategic planning process will begin in late spring. This will be a 2 – 3 year process. Dr. Larry Dlugosh will be facilitating this planning process. We will begin with 25-30 people to make up the strategic planning team. We will be utilizing Board members, superintendents and principals for this team.
- ESU has a Board Policy committee that will begin reviewing Board policy and presenting revised and/or new policy to the Board for adoption.
- The Board was asked if they would like to add tipping at 15% in Board Policy or the personnel handbook. The tipping policy will be for staff when they travel. It is the consensus of the Board to add this to the personnel handbook.

Donna Jenne-Head Start – Non-Federal Share Form

Donna presented to the Board that their time can be counted as part of our non-federal share requirement to match 20% of the grant. There will be a notebook available at each Board meeting so the Board members can document how much time is spent reading Head Start specific material, Board meeting time spent on Head Start, and travel time.

Old Business:

Moved by Knapper, seconded by Jones that the Board adopt the proposed Board Policy regarding Student Memorials. Aye: Marsh, Marx, Millette, Richards, Sinner, Coon, Diemoz. Nay: None. Absent: Dobry, Egging, Tollman. Motion passed.

Proposed revised policy for Expenses and Authorization for Attendance at Education Workshops, Conferences, Training Programs, Official Functions, Hearing or Meetings was presented as first reading. The Board Policy Committee will review this policy, make amendments if needed, and present to the Board for adoption.

New Business:

Moved by Richards, seconded by Coon that the Board approve the 2018-2019 Continuation Grant Application for Head Start/Early Head Start. Aye: Jones, Knapper, Marsh, Marx, Millette, Sinner, Diemoz. Nay: None. Absent: Dobry, Egging, Tollman. Motion passed.

Moved by Sinner, seconded by Marsh, that the Board approve the Head Start revised Self-Assessment Process and Written Plan per the Performance Standards. Aye: Knapper, Marx, Millette, Richards, Coon, Diemoz, Jones. Nay: None. Absent: Dobry, Egging, Tollman. Motion passed.

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

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

President

Secretary