

OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Tuesday – January 15, 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 Ray Richards on Tuesday, January 15, 2019 at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE. Public notice was given in the Star-Herald on Friday, January 11, 2019. Agenda items were uploaded to the ESU #13 website on Thursday and Friday, January 11/12 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, Don Egging, Tim Horn, 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: B.J. Peters, Jadie Beam, Donna Jenne.

Absent: Steve Diemoz.

Dr. Jeff West, Administrator, called for nominations from the floor for President. Tom Millette nominated Mark Sinner for President. Moved by Coon, seconded by Knapper that nominations cease. Aye: Egging, Horn, Jones, Marsh, Marx, Millette, Richards, Sinner. Nay: none. Absent: Diemoz. Motion passed.

President Sinner called for nominations from the floor for Vice President. Tom Millette nominated Kim Marx for Vice President. Moved by Knapper, seconded by Egging that nominations cease. Aye: Horn, Jones, Marsh, Marx, Millette, Richards, Sinner, Coon. Nay: none. Absent: Diemoz. Motion passed.

President Sinner called for nominations from the floor for Secretary. Patricia Jones nominated Tom Millette for Secretary. Moved by Marsh, seconded by Marx that nominations cease. Aye: Egging, Horn, Jones, Knapper, Richards, Sinner, Coon. Nay: none. Abstain: Millette. Absent: Diemoz. Motion passed.

President Sinner appointed Desira Martin as Treasurer.

President asked the Board members to read and sign the *Oath of Office*. Signed copies will be filed with the Official Minutes.

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

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

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

Check #	Entity Name	Amount
11657	PAYROLL ACCOUNT	762,552.69
11658	ALLO COMMUNICATIONS	929.00
11659	ALLO COMMUNICATIONS	3,600.00
11660	ALLO COMMUNICATIONS	1,126.29
11661	BIRCH COMMUNICATIONS	1,230.40
11662	BLACK HILLS ENERGY	724.70
11663	CENTURYLINK	1,458.21
11664	CHARTER COMMUNICATIONS	2,459.87
11665	CHARTER COMMUNICATIONS	176.68
11666	CHARTER COMMUNICATIONS TV	48.98
11667	CITY OF BRIDGEPORT	285.37
11668	CITY OF GERING	228.03
11669	CITY OF SIDNEY	616.46
11670	CITY OF TERRYTOWN	48.22
11671	NEBRASKA PUBLIC POWER DISTRICT	2,196.73
11672	VIAERO WIRELESS	161.62
11673	WELLS FARGO	4,305.06
11674	21ST CENTURY EQUIPMENT	332.99
11675	308 EMBROIDERY	501.78
11676	3D INSTITUTE, INC	500.00
11677	AHLERS BAKING, INC	37.48
11678	AUTO PLAZA JOE HESSLER, INC.	350.00
11679	AUTOZONE, INC	312.09
11680	BAKER & ASSOCIATES	8,330.00
11681	JENNIFER BAUMANN	144.70
11682	BAYARD PUBLIC SCHOOLS	2,300.00
11683	BENZEL PEST CONTROL	95.00
11684	BENZEL PEST CONTROL	290.00
11685	BLACK HILLS WEEKLY GROUP	85.30
11686	CAROL BOERNKE	1,989.67
11687	BORDER STATES	8.67
11688	BUSY BEES PRESCHOOL	150.00
11689	CAPITAL BUSINESS SYSTEMS, INC	1,437.50
11690	KATHERINE CARRIZALES	131.41
11691	CASH-WA DISTRIBUTING	880.81
11692	CDW GOVERNMENT, INC	47.40
11693	CHUCK ELLEY PRESENTATIONS	425.00
11694	COBBLESTONE HOTEL & SUITES-GERING	279.00

11695	CAPWN	16,702.32
11696	COMPLETE CARE FAMILY PRACTICE	101.00
11697	SHAWNDA CONNOR	4,372.48
11698	JOLEEN CONWAY	72.00
11699	DIANE COON	397.31
11700	CRAWFORD CLIPPER/HARRISON SUN	35.00
11701	CRAWFORD PUBLIC SCHOOLS	4,999.00
11702	CROSSFIT SCOTTSBLUFF	200.00
11703	CULLIGAN	6.75
11704	CULLIGAN OF SCOTTSBLUFF	93.50
11705	CULLIGAN WATER CONDITIONING	14.95
11706	D & H ELECTRONIC SUPPLY	4.36
11707	D. MARTIN-ESU #13	66.65
11708	DAS STATE ACCOUNTING - CENTRAL	484.99
11709	DAWES COUNTY CLERK	278.82
11710	DAYLIGHT DONUT BAKERY	7.99
11711	DENNIS SUPPLY CO	43.44
11712	STEVE DIEMOZ	643.10
11713	PAT DOBRY	327.00
11714	DOMINO'S PIZZA	84.46
11715	DOUGLAS, KELLY, OSTDIEK & OSSIAN, P.C.	2,340.25
11716	EAKES OFFICE SOLUTIONS	16.79
11717	ED SERVICE UNIT NO 10	709.30
11718	ED SERVICE UNIT NO 13	6,303.38
11719	EDMENTUM	29.22
11720	EDUCATIONAL SERVICE UNIT NO. 13	6,868.24
11721	DON EGGING	784.80
11722	CARISSA ELLIOTT	1,386.48
11723	EMILSSON, LLC	7,912.50
11724	MINDY ESTRADA	42.84
11725	ESU COORDINATE COUNCIL	400.00
11726	FASTENAL COMPANY	54.91
11727	FRANK PARTS COMPANY	26.66
11728	FREMONT MOTOR COMPANY	101.98
11729	FRENCHMAN VALLEY COOP	1,076.90
11730	TERESA FROMAN	1,172.13
11731	MEGGIN FUNK	765.18
11732	G & T REICHERT	229.00
11733	GARDEN COUNTY NEWS	32.00
11734	GERING COURIER	29.78
11735	GERING PUBLIC SCHOOLS	1,933.20
11736	GERING PUBLIC SCHOOLS	700.00
11737	JOANN GOLDEN	1,046.90
11738	HAMPTON INN-OMAHA MIDTOWN	218.00
11739	HERE WEE GROW CHILD DEVELOP. CENTER	770.66
11740	CORA HERNANDEZ	16.35
11741	HI PERFORMANCE CAR WASH	120.40
11742	JAYMIE HILLIARD	1,179.26

11743	HOBBY LOBBY	313.38
11744	MARIA HOGSETT	35.97
11745	HOME DEPOT CREDIT SERVICES	100.32
11746	HOMETOWN LEASING	646.95
11747	VICKI HOWELL	89.33
11748	HRDIRECT	169.04
11749	IDEAL LINEN SUPPLY	889.95
11750	IDEAL LINEN SUPPLY	609.68
11751	J RUNDELL-ESU #13	21.00
11752	CYNTHIA JOHNSON	8.09
11753	PATRICIA JONES	354.25
11754	JOURNEYED.COM INC.	2,131.50
11755	KIDS KORNER	1,429.25
11756	KIMBALL HEALTH SERVICES	1,800.00
11757	JERENE KRUSE	500.00
11758	KSB SCHOOL LAW, PC LLO	4,500.00
11759	KSID RADIO	150.00
11760	LIL ANGELS PLAYHOUSE LLC	594.00
11761	ALICIA LOPEZ	35.97
11762	LR4, LLC	500.00
11763	BRADEN LUKASSEN	200.00
11764	MAILFINANCE	397.81
11765	THE MAIN IDEA, LLC	39.00
11766	MARK SHIELDS	1,500.00
11767	DESIRA MARTIN	28.56
11768	KIM MARX	1,111.80
11769	DEBRA MASON	216.00
11770	MEAT SHOPPE	1,351.72
11771	MENARDS	46.26
11772	DARLENE MERZ	500.00
11773	THOMAS MILLETTE	457.80
11774	MINATARE PUBLIC SCHOOLS	2,200.00
11775	MITCHELL PUBLIC SCHOOLS	2,860.00
11776	MORRILL PUBLIC SCHL	5,100.00
11777	NE DOL/BOILER INSPECTION PROGRAM	90.00
11778	NE SAFETY & FIRE EQUIPMENT	393.00
11779	NE ASSOCIATION OF SCHOOL BOARDS	316.00
11780	NE COUNCIL OF SCHOOL ADMINISTRATORS	335.00
11781	NEBRASKA HEAD START ASSOCIATION	320.00
11782	NEBRASKA SAFETY AND FIRE EQUIPMENT	876.00
11783	NEBRASKALINK	8,979.37
11784	NEOFUNDS BY NEOPOST	500.00
11785	NOAH'S ARK PRESCHOOL	330.00
11786	NPPD	67.22
11787	ONE SOURCE	90.00
11788	O'REILLY AUTOMOTIVE	268.43
11789	PANHANDLE COOP	1,958.33
11790	PANHANDLE COOP ASSOC.	2,568.39

11791	PANHANDLE PARTNERSHIP	100.00
11792	PITNEY BOWES GLOBAL FINANCIAL	197.79
11793	PLATTE VALLEY CREAMERY	335.75
11794	PRACTICE SOLUTIONS, LLC	665.00
11795	QUICK CARE MEDICAL SERVICES, INC.	500.00
11796	RANDY'S AUTO CARE, LLC	531.76
11797	KAREN REASON	22.28
11798	LORI RETZLAFF	1,957.18
11799	ROODS TIRE CENTER LLC	390.76
11800	SHANA RUTHERFORD	704.52
11801	SCHOOL HEALTH CORPORATION	4,162.17
11802	SCOTTSBLUFF PUBLIC SCHOOLS	3,850.00
11803	SCOTTSBLUFF PUBLIC SCHOOLS	10,220.00
11804	SCOTTSBLUFF PUBLIC SCHOOLS	958.65
11805	SCOTTSBLUFF/GERING UNITED CHAMBER	205.00
11806	SIDNEY PUBLIC SCHOOLS	1,191.96
11807	KIMBERLY JOHNSON	3,840.00
11808	SIOUX COUNTY CLERK	111.13
11809	SIOUX VILLA	100.00
11810	SNELL SERVICES	392.50
11811	MICHELLE WEIMER	10,879.89
11812	SYLMARIE SOCARRAS	792.70
11813	SONNY'S SUPER FOODS/BRIDGEPORT	419.14
11814	SONNY'S SUPER FOODS/SIDNEY	130.18
11815	STAPLES CREDIT PLAN	419.93
11816	STAR-HERALD	3,830.00
11817	ELIZABETH STILL	1,000.00
11818	TAESE/USU	200.00
11819	TEAM CHEVROLET	419.00
11820	THERAPYNOTES	190.00
11821	THOMPSON GLASS, INC	227.84
11822	ANGELA HANSCOM	1,500.00
11823	ROSALENE TOLLMAN	839.30
11824	AMY TOMASEVICZ	500.00
11825	TWIN CITIES EARLY CHILDHOOD CENTER	1,412.10
11826	UNL	1,052.00
11827	VALTS	30.00
11828	JANICE VAN NEWKIRK	1,365.00
11829	KATHY VANDAMME	2,250.00
11830	VERIZON WIRELESS	2,168.04
11831	VERIZON WIRELESS	166.94
11832	VOLUNTEERS OF AMERICA	765.00
11833	JODI WALKER	64.75
11834	WESTERN NE MOVING & STORAGE	200.00
11835	WNCC	1,712.25
11836	WNCC	352.50
11837	WESTERN NEBRASKA HOUSING	495.00
11838	WESTERN PLAINS BUSINESS SOLUTIONS	2,948.33
11839	WESLEY WOOD	466.00

11840	BLACK HILLS ENERGY	859.11
11841	CARDMEMBER SERVICE	1,983.01
11842	CENTURYLINK COMMUNICATIONS	2,691.98
11843	CHASE CARD SERVICES	343.56
11844	CITY OF SCOTTSBLUFF	808.82
11845	VISA	5,297.83
11846	BLACK HILLS ENERGY	933.93
11847	CHARTER COMMUNICATIONS	177.35
11848	CITY OF BRIDGEPORT	310.30
11849	CITY OF SIDNEY	181.46
11850	NEBRASKA PUBLIC POWER DISTRICT	99.92
11851	WESTERN STATES BANK	500,000.00
	TOTAL	1,494,878.32

Calendar

- **January 23, 2019** – Superintendent Meeting – Hosted by Bridgeport Public Schools – 10:00 AM
- **January 27-28, 2019** – 2019 Legislative Issues Conference – Cornhusker Marriott – Lincoln (Jones, Knapper, Millette)
- **February 5, 2019** – Spring Legal Workshop – Gering
- **February 13, 2019** – Budget & Finance Workshop – LaVista
- **February 17-18, 2019** – President’s Retreat – Kearney (February 24-25, 2019 – Lincoln)
- **February 18, 2019** – ESU’s Mid-Winter Conference
- **February 19, 2019** – Regular Board Meeting
- **February 20, 2019** – Budget & Finance Workshop – North Platte

Public Forum: no items.

Reports:

Jadie Beam, ESU #13’s SOAR department Director, presented AQuESTT EBA findings for member schools. She referenced the 2018-19 final classification report which revealed the breakdown of Excellent, Great, Good, and Needs Improvement. For our needs improvement schools, she and Dr. West, along with NDE, have contacted the schools to provide support for improvement. Plans have been set into motion for assistance in working together to improve the scores.

B.J. Peters, ESU #13’s Technology Director, and member of our Safety Committee, reviewed with the Board that our Emergency Prevention and Response Plan was developed following guidelines from NDE and their increased emphasis on school safety. Lisa Myles, staff developer, helped design the “All Hazards” manual. Board members each received the manual in December. Staff at ESU #13 participated in two lockout/lockdown drills last semester in addition to the fire drills.

Head Start did not have a Policy Council meeting in December. Head Start Annual Report, Self-Assessment 2017-2018 and updated Five Year Goals were uploaded to Board website previously for Board review. No discussion.

Dr. Jeff West, Administrator, shared the following:

- The Sherwood Foundation application to help with funding for Panhandle Beginnings is still being completed.
- On-site sustainable replication of Boys Town Ecological In-Home Family Treatment Model is a future endeavor for our Behavioral Health department. The Juvenile Justice Home-Based Initiative is responsible for the request for qualification (RFQ) to address the needs of youth on probation in homes, schools and communities.

OLD BUSINESS:

Proposed Defibrillator (AED) policy and protocol was presented as first reading. Policy Committee recommendation is noted for final reading. No action required.

Proposed revision of the Family and Medical Leave Board policy was presented as first reading with amendments. Discussion: continue legal counsel for further clarification. No action required.

NEW BUSINESS:

Moved by Jones, seconded by Richards, that the Board approve ESU #13's current depositories and give the Treasurer the latitude to shift money when in ESU #13's best interest. Aye: Marsh, Marx, Millette, Sinner, Coon, Egging, Horn, Knapper. Nay: none. Absent: Diemoz. Motion passed.

Moved by Millette, seconded by Knapper, that the Board approve Jerald Ost diek as ESU #13's attorney. Aye: Marx, Richards, Sinner, Coon, Egging, Horn, Jones, Marsh. Nay: none. Absent: Diemoz. Motion passed.

Moved by Knapper, seconded by Egging, that the Board authorize the Business Manager to pay credit cards, utilities and payroll between Board meetings. Aye: Millette, Richards, Sinner, Coon, Horn, Jones, Marsh, Marx. Nay: none. Absent: Diemoz. Motion passed.

President appointed new Board member, Tim Horn, to the Election Districts Committee and the Policy Committee. No other changes to committee assignments for 2019.

Moved by Marsh, seconded by Jones that the Board designate February and March regular meetings as videoconference meetings broadcast to Alliance, Hay Springs, Hemingford and Sidney. Aye: Richards, Sinner, Coon, Egging, Horn, Knapper, Marx, Millette. Nay: none. Absent: Diemoz. Motion passed.

Moved by Richards, seconded by Millette, that the Board approve the recommendation

of the Board Finance Committee to purchase a new metal building for vehicle storage, after confirmation by legal counsel that bid is acceptable, from Anderson Shaw for \$168,338.56. In the event legal counsel determines Anderson Shaw bid is not acceptable, then bid shall be awarded to next lowest bidder, Rusch Construction, for \$175,739.00. Aye: Sinner, Coon, Egging, Horn, Jones, Knapper, Marsh, Marx. Nay: none. Absent: Diemoz. Motion passed.

Moved by Knapper, seconded by Marsh that the Board accept the resignation of Terri Haynes, Board member, and declare a vacancy on our Board for Election District 3, Dawes County. Aye: Coon, Egging, Horn, Jones, Marx, Millette, Richards, Sinner. Nay: none. Absent: Diemoz. Motion passed.

Moved by Richards, seconded by Coon, that the Board approve ESU #13's Emergency Prevention and Response Plan. Aye: Egging, Horn, Jones, Knapper, Marsh, Marx, Millette, Sinner. Nay: none. Absent: Diemoz. Motion passed.

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

President Sinner declared regular meeting adjourned. Next regular meeting will be held Tuesday, February 19, 2019, beginning at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE, and broadcast by videoconference to Alliance, Hay Springs, Hemingford and Sidney.

President

Secretary