

OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Tuesday – June 20, 2017 ESU #13 Center – 4215 Avenue I, Scottsbluff, NE

The regular meeting of the Board of Educational Service Unit No. 13 was called to order by President Ray Richards on Tuesday, June 20, 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, June 15, 2017. Agenda items were uploaded to the ESU #13 website on Friday, June 16, 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, Don Egging, Bill Knapper (arrived at 7:08 pm), Scott Marsh, Kim Marx, Tom Millette, Ray Richards, Mark Sinner, Rosalene Tollman, Dr. Jeff West-Administrator, Jodi Walker-Business Manager and Desira Martin, Treasurer. Guests: Donna Jenne.

Absent: Pat Dobry, Patricia Jones.

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

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

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

Check No.	Payee	Amount
7755	Allo Communications	2,826.44
7756	Allo Communications	1,047.75
7757	Black Hills Energy	511.76
7758	Centurylink Communications	665.63
7759	Nebraska Public Power District	1,514.62
7760	Payroll Account	717,045.61
7761	Viaero Wireless	609.71
7762	Allo Communications	925.64
7763	Charter Communications	145.81
7764	City of Gering	260.95

7765	City of Terrytown	42.60
7766	Birch Communication	389.88
7767	Charter Communications	459.90
7768	Charter Communications TV	48.98
7769	City of Sidney	685.18
7770	21 st Century Equipment	6.26
7771	308 Embroidery	25.00
7772	4 Imprint	776.97
7773	Ahler's Baking Inc	82.97
7774	Apple, Inc.	379.00
7775	Arthur County Schools	90.00
7776	B & C Steel Corporation	99.83
7777	Backpack Gear, Inc.	190.26
7778	Baker & Associates	36,895.00
7779	Batelle For Kids	598.00
7780	Baumann, Jennifer	5,145.92
7781	Bayard Public Schools	1,900.00
7782	Benzel Pest Control	95.00
7783	Benzel Pest Control	290.00
7784	Berreth, Jacinth	584.76
7785	Best Western Plus, Sidney Lodge	101.19
7786	Blick Art Materials	108.46
7787	Bomgaar's	129.99
7788	Brady High School	90.00
7789	Bumper to Bumper Body & Paint	711.50
7790	Capital Business Systems	1,353.53
7791	Cardmember Service	9,402.55
7792	Cash-Wa Distributing	1,374.85
7793	CDW Government, Inc.	2,090.26
7794	Children and Nature in our Parks	400.00
7795	Chuck Elley Presentations	1,424.96
7796	City of Sidney	130.19
7797	Community Action Partnership	7,281.55
7798	Conway, Joleen	4,986.90
7799	Copley, James	45.55
7800	Country Inn & Suites-Lincoln	364.00
7801	Courtney Fletcher Photo & Design	250.00
7802	CPI	150.00
7803	Culligan	6.75
7804	Culligan of Scottsbluff	123.21
7805	Culligan Water Conditioning	22.45
7806	Curry Hess, Jeanann	125.00
7807	Cytek Media Systems, Inc.	17,454.07
7808	D & H Electronic Supply	12.58
7809	D. Martin-ESU #13	61.72
7810	DAS State Accounting-Central	433.63

7811	Diamond Vogel Paint Center	85.50
7812	Don Schmidt Carpet, Inc.	3,232.00
7813	Douglas, Kelly, Ostdiek & Ossian	708.75
7814	Dreams Carports & Buildings	845.00
7815	E3 Diagnostics	895.00
7816	Eakes Office Solutions	86.26
7817	ED Service Unit No. 10	542.80
7818	ED Service Unit No. 11	120.00
7819	ED Service Unit No. 13	20,777.84
7820	ED Service Unit No. 6	174.75
7821	ED Service Unit No. 13	12,000.00
7822	Egan Supply Company	39.74
7823	El Achieve	2,100.00
7824	ESU Coordinating Council	37,371.00
7825	Fastenal Company	9.08
7826	Finney's Inc.	10.07
7827	First Student, Inc.	894.36
7828	Fisher Scientific Co, LLC	65.60
7829	Frank Parts Company	5.76
7830	Fremont Motor Company	1,033.37
7831	Frenchman Valley Coop	1,017.86
7832	Froman, Teresa	1,218.78
7833	Garden County Public Schools	100.00
7834	Garza, Brenda	185.75
7835	Garza, Janie	18.99
7836	Gering Courier	75.97
7837	Gering Public Schools	1,680.00
7838	Gill, Heather	1,260.00
7839	Golden Child Development Center	805.00
7840	GovConnection, Inc.	5,556.48
7841	Granados, Anabel	600.00
7842	Green, KC	750.00
7843	Guerue, Cynthia	275.00
7844	Gurrola, Hector	10.88
7845	Hampton Inn-Kearney	2,817.00
7846	Hampton Inn & Suites	91.00
7847	Here Wee Grow Child Devel. Cntr	12,088.94
7848	Hernandez, Ana Lisbeth	600.00
7849	Hershey High School	90.00
7850	Hi Performance Car Wash	12.00
7851	Hilliard, Jaymie	579.89
7852	Hobby Lobby	38.38
7853	Holiday Inn Express-Ogallala	546.00
7854	Holiday Inn Express-Kearney	499.80
7855	Holiday Inn of Kearney	273.00
7856	Home Depot Credit Services	636.08

7857	Hometown Leasing	646.95
7858	Hyannis Area Schools	50.75
7859	Hyatt Place Lincoln/Downtown	283.00
7860	ID Card Group	2,114.43
7861	Ideal Linen Supply	951.02
7862	Ideal Linen Supply	1,113.47
7863	Independent Plumbing & Heating	4.56
7864	J. Rundell-ESU #13	41.34
7865	Jacobs Autoglass	350.00
7866	JourneyEd.Com, Inc.	2,829.96
7867	Julius, Denita	9,914.12
7868	Kaplan Early Learning	746.70
7869	K-C Construction	1,400.00
7870	Keith County News, Inc.	120.00
7871	Kicks & Giggles	73.76
7872	Kids Korner	360.00
7873	Kimball Health Services	1,633.00
7874	Kriz-Davis Company	494.58
7875	Library Store, Inc. The	5.90
7876	Life Balance Solutions	815.50
7877	LR4, LLC	500.00
7878	Lukassen, Barbara	57.25
7879	Mail Finance	252.99
7880	Mason, Alan	470.00
7881	Master's Transportation	144.76
7882	Maxwell High School	90.00
7883	McKaso Photo Art	76.00
7884	Meat Shoppe	1,393.61
7885	Medicine Valley	90.00
7886	Menards	179.15
7887	Midwest Technology Products	49.60
7888	Minatare Public Schools	750.00
7889	Mitchell Public Schools	1,520.00
7890	Mobility Research	930.00
7891	Monument Inn & Suites	267.00
7892	Moore Medical, LLC	51.30
7893	Morrill Public Schools	3,230.00
7894	NAMTC	185.00
7895	NDE-Early Childhood Training	100.00
7896	Nebraska Appleseed	132.71
7897	Nebraska Assoc. of School Boards	405.00
7898	Nebraska Council of School Brds	10.00
7899	Nebraskalink	5,897.24
7900	New Horizons CLC of Nebraska	1,995.00
7901	NMC Exchange, LLC	2,220.89
7902	NPPD	60.99

7903	NSCSS	50.00
7904	Ogallala Public Transit	7.00
7905	Ogden, Jeanne	96.30
7906	One Source	34.00
7907	Panhandle Coop	2,795.72
7908	Panhandle Coop Assoc	3,062.17
7909	Panhandle Health Group	440.00
7910	Panhandle Partnership%Excellence	500.00
7911	Paul Reed Construction	39.10
7912	Pederson & Troshynski	600.00
7913	Platte Valley Creamery	438.45
7914	Print Express Inc. of Torrington	428.00
7915	Quick Care Medical Services	375.00
7616	Randy's Auto Care, LLC	258.55
7917	Regional West Medical Center	212.50
7918	Retzlaff, Lori	9,472.51
7919	Ring, Myra	145.00
7920	Riverside Discovery Center	285.00
7921	Rogers, Kiowa	101.00
7922	Rosetta Stone	495.00
7923	Rusch's General Contracting	2,090.00
7924	Rutherford, Shana	629.80
7925	S & S Worldwide	110.40
7926	Sandberg Implement, Inc.	17.58
7927	Santander, Nadia Anaid	600.00
7928	Scholastic, Inc.	2,245.65
7929	School Health Corporation	31.24
7930	School Specialty	81.49
7931	Scotts Bluff County Handi-bus	144.00
7932	Scotts Bluff County Clerk	339.21
7933	Scottsbluff Landscaping	26,102.00
7934	Scottsbluff Public Schools	495.10
7935	Scottsbluff Public Schools	950.00
7936	Scottsbluff Screenprinting & Emb	110.00
7937	Sherwin Williams Co	45.00
7938	Sidney Public Schools	1,305.48
7939	Sidney Sun Telegraph	63.00
7940	Sioux Villa	100.00
7941	Snell Services	3,399.75
7942	SOAR Pediatric Therapy, LLC	9,579.94
7943	Solution Tree	1,300.00
7944	Sonny's Super Foods/Bridgeport	219.57
7945	Sonny's Super Foods/Sidney	12.01
7946	South Platte Schools	90.00
7947	Spara Tool	19.33
7948	Staples Advantage	1,090.81

7949	Staples Credit Plan	293.50
7950	Star-Herald	1,623.61
7951	State of Nebraska	13.98
7952	Staybridge Suites-Lincoln	91.00
7953	Super Duper Publications	251.48
7954	Supply Works	704.80
7955	Teaching Strategies, Inc.	12,901.02
7956	Team Chevrolet	63.15
7957	Theford High School	90.00
7958	Trauernicht, Amy	8.83
7959	Tri-City Tribune	39.70
7960	Troxell Communications	253.62
7961	Twin City Development	35.00
7962	U-Line	194.44
7963	Univ. Of Nebraska – Lincoln	1,600.00
7964	UNL Panh Research & Extension	500.00
7965	Van Newkirk, Jan	1,300.00
7966	Verizon Wireless	911.43
7967	Verizon Wireless	224.77
7968	Verizon Wireless	147.61
7969	Verizon Wireless	304.56
7970	Verizon Wireless	129.82
7971	Visa	7,121.58
7972	Volunteers of America	314.08
7973	Wallace High School	90.00
7974	Western Cooperative Company	128.35
7975	Western NE Moving & Storage	200.00
7976	Western Nebraska Com. College	3,863.50
7977	Western Nebraska Com. College	337.50
7978	Western Nebraska Housing	475.00
7979	Win Supply	9.49
7980	Wood, Wesley	433.00
7981	Black Hills Energy	342.74
7982	Black Hills Energy	153.11
7983	Charter Communications	152.62
7984	Chase Card Services	1,944.29
7985	City of Bridgeport	216.59
7986	Great Plains Communications	972.64
7987	Nebraska Public Power District	112.06
7988	Black Hills Energy	275.97
7989	CenturyLink Communications	4,245.11
7990	Viaero Wireless	397.83
7991	Wells Fargo	8,009.93
TOTAL		\$1,103,289.90

Calendar

- July, 2017 – Regular Board Meeting (To be determined)
- July 6, 2017 – Nebraska Council of School Attorneys and the Nebraska State Bar Association Seminar: Intersection of School Law and Juvenile Law; An Interdisciplinary Approach – Lincoln, NE
- July 12, 2017 – Open Meetings Law Workshop – Scottsbluff High School (Coon, Marsh, Marx, Tollman)
- August 15, 2017 – Regular Board Meeting

Bill Knapper arrived at 7:08 p.m.

Public Forum – no items.

Reports:

- **Administrator's report:** Dr. West updated the Board regarding the work schedule for the pathway and parking lots. The pathway construction is currently underway and the concrete work for the parking lots will begin in August. Completion should be done by the time staff and students come back. He discussed the pending improvements at the Sidney ESU office. While at the Sidney office, he called Sidney realtors for information on buildings. Dr. West looked at the Bomgaar's building and the old Wheat Belt Power building. Neither of those would be appropriate for ESU 13.
ESU will not be participating in the Tech Bond consortium for 2017-2018.
- **Board Member report:** Our Board member, Scott Marsh, gave his report on his visit to the Business office for auditing purposes. He specifically looked checkbook and balancing process. Board members will continue to be active in the financial processes of our Business office.
- **Head Start Policy Council Activity Report and Director's Report:**
No additional information.

Old Business:

Moved by Marx, seconded by Marsh, that the Board adopt the *Harassment by Students Policy* as part of Board Policy. Aye: Egging, Knapper, Millette, Richards, Sinner, Tollman, Coon, Diemoz. Nay: None. Absent: Dobry, Jones. Motion passed.

School Wellness Policy-Students is presented as first reading. No action taken.

New Business:

Proposed Board Policy regarding *Annual Emergency Safety Plan, Warning System, Bomb Threats, Safety Drills, Crisis Management and Communications, and Visitors to School* was presented as introduction item only. No action taken.

Moved by Diemoz, seconded by Coon, that the Board approve the Finance Committee's recommendation to accept the bid from Master's Transportation for the New Model

2017, 12+2, passenger bus for \$58,808. Aye: Knapper, Marsh, Marx, Millette, Richards, Sinner, Tollman, Egging. Nay: none. Absent: Dobry, Jones. Motion passed.

Moved by Millette, seconded by Diemoz, that the Board approve the revised Head Start Education and ERSEA (Eligibility, Recruitment, Selection, Enrollment and Attendance) policies. Aye: Knapper, Marsh, Marx, Richards, Sinner, Tollman, Coon, Egging. Nay: none. Absent: Dobry, Jones. Motion passed.

Moved by Marsh, seconded by Marx, that the Board approve the 1% increase Cost of Living Allowance (COLA) for staff salaries for the Head Start and Early Head Start programs by the Administration for Children and Families. Aye: Millette, Richards, Sinner, Tollman, Coon, Diemoz, Egging, Knapper. Nay: none. Absent: Dobry, Jones. Motion passed.

Moved by Sinner, seconded by Millette, that the Board approve the submission of a waiver to the Office of Head Start for Public School Partnerships regarding Performance Standards as they relate to class size. Aye: Marx, Richards, Tollman, Coon, Diemoz, Egging, Knapper, Marsh. Nay: None. Absent: Dobry, Jones. Motion passed.

Moved by Millette, seconded by Marx, that the Board approve the contract for consultative medical services with Dr. Cynthia Guerue for Medicaid in the Public Schools (MIPS) program. Her fee remains at \$50.00 per hour, not to exceed \$2,400 for the term of the contract which runs August 1, 2017-July 31, 2018. Aye: Richards, Sinner, Tollman, Coon, Diemoz, Egging, Knapper, Marsh. Nay: None. Absent: Dobry, Jones. Motion passed.

Moved by Richards, seconded by Diemoz, that the Board cancel the regular meeting in July and grant authorization to pay General Fund claims with ratification of such action at the August Board meeting. Aye: Sinner, Tollman, Coon, Egging, Knapper, Marsh, Marx, Millette. Nay: None. Absent: Dobry, Jones. Motion passed.

The Board was informed of the official notification of accreditation for ESU 13 by the State Board of Education for the 2017-2018 year. Information item only. No action taken.

Moved by Richards, seconded by Sinner, that the Board move into executive session for the purpose of discussing a personnel matter with members of the Board and Administrator present. (Administrator later excused from the executive session.) Aye: Tollman, Coon, Diemoz, Egging, Knapper, Marsh, Marx, Millette. Nay: None. Absent: Dobry, Jones. Motion passed. The Board moved into executive session at 7:46 PM.

Moved by Richards, seconded by Egging, that the regular meeting reconvene. Aye: Tollman, Coon, Diemoz, Knapper, Marsh, Marx, Millette, Sinner. Nay: None. Absent: Dobry, Jones. Motion passed. Regular meeting reconvened at 8:20 PM.

Moved by Egging, seconded by Sinner, that the Administrator be granted a 1% package increase in compensation for the 2017-2018 contract year and a 1.5% package increase in compensation for the 2018-2019 contract year. Aye: Coon, Diemoz,

Knapper, Marsh, Marx, Millette, Richards, Tollman. Nay: None. Absent: Dobry, Jones. Motion passed.

Moved by Richards, seconded by Egging, that the degreed and classified staff be granted a 2.5% package increase in compensation for 2017-2018. Aye: Diemoz, Knapper, Marsh, Marx, Millette, Sinner, Tollman, Coon. Nay: None. Absent: Dobry, Jones. Motion passed.

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

President declared regular meeting adjourned. Next regular meeting will be held Tuesday, August 15, 2017, at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE.

President

Secretary