

OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Tuesday – May 16, 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, May 16, 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, May 11, 2017. Agenda items were uploaded to the ESU #13 website on Thursday, May 11, 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: Steve Diemoz, Pat Dobry, Don Egging, Patricia Jones, Scott Marsh, Kim Marx, Ray Richards, Mark Sinner, Rosalene Tollman, Dr. Jeff West-Administrator, Jodi Walker-Business Manager and Desira Martin, Treasurer. **Guests:** Dr. Udell Hughes, Terry Miller, Doris Christensen, Marsha Hegwood, Donna Jenne and Diane Coon.

Absent: Bill Knapper, Tom Millette

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

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

At this time, President Richards announced that the order of the agenda would be rearranged to honor our former Administrators, Dr. Udell Hughes, Dr. Creda Thompson and Terry Miller. ESU #13 is celebrating 50 years of service in the Panhandle. Dr. Hughes and Mr. Miller spoke about their time at ESU #13. Questions were answered. Both were given a commemorative plaque to thank them for their service and programs that continue to help our students.

The order of the agenda resumes.

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

Check #	Vendor	Amount
7500	Allo Communications	927.92
7501	Allo Communications	2,778.38
7502	Allo Communications	1,093.90
7503	Black Hills Energy	518.62
7504	Centurylink Communication	2,612.69
7505	Charter Communications	459.90
7506	Charter Communications	145.81
7507	City of Bridgeport	241.02
7508	City of Terrytown	42.60
7509	Great Plains Communications	972.64
7510	Payroll Account	711,542.38
7511	Wells Fargo	6,275.06
7512	City of Gering	282.86
7513	City of Sidney	654.46
7514	Nebraska Public Power District	1,620.73
7515	308 Embroidery	41.48
7516	4IMPRINT	1,874.11
7517	Advance Education Inc.	2,664.63
7518	Aguallo, Maria	62.59
7519	Ahlers Baking, Inc.	332.47
7520	American Assoc. of Intellectual	177.00
7521	Anita's Greenscaping	270.00
7522	Apple, Inc.	2,695.95
7523	Autozone, Inc.	237.36
7524	Baker & Associates	7,750.00
7525	VOID	0.00
7526	Barrett, Laura	47.73
7527	Baumann, Jennifer	50.00
7528	VOID	0.00
7529	Bayard Public Schools	9,796.00
7530	Bayard Public Schools	1,900.00
7531	Benzel Pest Control	95.00
7532	Benzel Pest Control	290.00
7533	Berreth, Jacinth	889.17
7534	Best Care Employee Assistance	3,176.25
7535	Best Heating and Cooling, LLC	15,000.00
7536	Best Western W. Hills Inn	89.00
7537	Birch Communications	384.61
7538	VOID	0.00
7539	Bok Financial	52,917.50
7540	Brown & Saenger	168.20
7541	Bugoff Pest Control, LLC	100.00
7542	Business & Education Leadership	4,000.00
7543	ByteSpeed, LLC	29.00
7544	Capital Business Systems, Inc.	1,353.53
7545	CAPWN Health Center	120.00
7546	VOID	0.00
7547	Carter, Ivisann	95.87
7548	Cash-Wa Distributing	1,709.18
7549	CDW Government, Inc.	10,743.55
7550	Charter Communications	48.98
7551	Chase Card Services	1,452.72
7552	Chuck Elley Presentations	1,425.85

7553	Cobos, Rosa	23.50
7554	Community Action Partnership	8,496.75
7555	VOID	0.00
7556	Copley, James	91.10
7557	Corona, Jane	13.96
7558	Cox-Fornander, Lou	101.39
7559	Crawford Public Schools	5,000.00
7560	VOID	0.00
7561	Culligan of Scottsbluff	212.08
7562	Culligan Water Conditioning	14.95
7563	Cytek Media Systems	4,902.00
7564	D. Martin-ESU #13	3.55
7565	DAS State Accounting –Central	433.63
7566	Dell Marketing	6,049.88
7567	DeWitt, Joan	32.20
7568	Diamond Vogel Paint Center	59.58
7569	Discount School Supply	6,718.88
7570	Dominguez, Mary	42.27
7571	VOID	0.00
7572	Douglas, Kelly, Ostdiek & Ossian	1,023.75
7573	Douglas, Martha	124.20
7574	Eakes Office Solutions	227.48
7575	Ed Service Unit No. 10	541.10
7576	Ed Service Unit No. 13	8,449.51
7577	Ed Service Unit No. 16	401.97
7578	Education Associates, Inc.	7,516.00
7579	Educational Service Unit No. 13	10,797.85
7580	Educational Service Unit No. 13	50,111.83
7581	El Achieve	1,335.00
7582	Embassy Suites Hotels-LaVista	112.35
7583	Fairfield Inn by Marriott	546.00
7584	Fastenal Company	6.12
7585	Ferguson Signs	16,269.50
7586	VOID	0.00
7587	First Student, Inc.	755.00
7588	VOID	0.00
7589	Frank Parts Company	5,004.77
7590	Fremont Motor Company	99.94
7591	Frenchman Valley Coop	1,116.59
7592	Froman, Teresa	1,192.73
7593	Garza, Brenda	109.46
7594	Gering Courier	13.36
7595	Gering Public Schools	1,875.00
7596	Gering Public Schools	2,500.05
7597	VOID	0.00
7598	Golden Child Development	175.00
7599	GovConnection, Inc.	1,511.98
7600	Green, KC	750.00
7601	Gross, Allen	322.00
7602	Guerue, Cynthia	250.00
7603	Hampton Inn-Kearney	2,633.03
7604	Hampton Inn & Suites	273.00
7605	Hampton Inn York	364.00
7606	VOID	0.00
7607	Here Wee Grow Child Developmnt	1,120.38

7608	Hernandez, Cora	64.21
7609	Hi Performance Car Wash	18.00
7610	Hilliard, Jaymie	590.43
7611	VOID	0.00
7612	Holiday Inn Express-Hastings	364.00
7613	Holiday Inn Express-North Platte	91.00
7614	VOID	0.00
7315	Home Depot Credit Services	1,112.53
7616	Hometown Leasing	1,326.24
7617	HTMC	50.00
7618	Hullinger Glass and Locks	58.50
7619	Hyannis Area Schools	52.00
7620	Ideal Linen Supply	890.21
7621	Ideal Linen Supply	500.78
7622	Imagine Learning	300.00
7623	VOID	0.00
7624	Infinite Graphics	414.70
7625	Jenne, Donna	116.97
7626	Johnson Cashway Lumber Co.	21.56
7627	Juarez, Katie	50.56
7628	Julius, Denita	225.93
7629	Kaplan Early Learning	8,155.60
7630	Keith County News, Inc.	40.00
7631	VOID	0.00
7632	Kicks and Giggles	562.20
7633	Kids Korner	843.46
7634	Kimball County Treasurer	311.79
7635	Kimball Health Services	2,302.00
7636	VOID	0.00
7637	VOID	0.00
7638	VOID	0.00
7639	Kuzma Consulting	1,110.00
7640	Lakeshore Learning	5,786.36
7641	Leading Edge	730.18
7642	LR4, LLC	500.00
7643	Main Idea, LLC, The	500.00
7644	Mason, Alan	445.00
7645	VOID	0.00
7646	VOID	0.00
7647	McDermott & Miller, PC	35.00
7648	Meat Shoppe	144.00
7649	Menards	442.90
7650	Meridian School Life Skills	150.00
7651	Minatare Public Schools	1,500.00
7652	Mitchell Public Schools	3,128.69
7653	Mobility Research	930.00
7654	Monument Car Wash	89.73
7655	Morrill Public Schools	3,230.00
7656	VOID	0.00
7657	Nat'l Science Teacher Assoc.	149.00
7658	NDE-Early Childhood Training Cnt	480.00
7659	Nebraska Council of School Boards	1,530.00
7660	Nebraska State Treasurer	3.33
7661	Nebraska U C Fund	883.19
7662	NebraskaLink	5,897.24

7663	Noodle Soup	242.00
7664	North Platte Telegraph	630.39
7665	VOID	0.00
7666	Nebraska Public Power District	57.26
7667	Ochoa, Sarah	1,425.00
7668	Off Broadway Business Products	1,599.00
7669	Ogden, Jeanne	85.60
7670	One Source	149.00
7671	VOID	0.00
7672	VOID	0.00
7673	Panhandle Coop	2,215.96
7674	Panhandle Coop	2,740.65
7675	Panhandle Health Group	255.00
7676	VOID	0.00
7677	Panhandle Partnership	500.00
7678	Paper 101	4,121.12
7679	VOID	0.0
7680	Plak Smacker	126.67
7681	Platte Valley Creamery	398.95
7682	Prairie Winds Community Center	565.80
7683	Print Express	72.90
7684	Ramada Inn-Kearney	178.00
7685	Randy's Auto Care, LLC	216.88
7686	VOID	0.00
7687	Riverside Discovery Center	120.00
7688	Rosetta Stone	1,162.50
7689	Rotary Club of SB-Gering	360.00
7690	R-Pad Apartment Program	200.00
7691	Rutherford, Shana	755.42
7692	Sandhills News	46.00
7693	School Specialty	844.91
7694	Scottsbluff Family YMCA	600.00
7695	Scottsbluff Public Schools	532.00
7696	Scottsbluff Public Schools	1,900.00
7697	SB/Gering United Chamber Comm.	180.00
7698	Sidney Public Schools	2,067.01
7699	Sidney Sun Telegraph	310.89
7700	Sioux Villa	100.00
7701	Snell Services	125.00
7702	Soar Pediatric Therapy	6,385.87
7703	Software Unlimited, Inc.	234.00
7704	Sonny's Super Foods/Bridgeport	956.75
7705	Staples Credit Plan	132.60
7706	Star-Herald	908.10
7707	Subway #6906	336.00
7708	Subway	1,128.00
7709	Super Duper Publications	1,229.90
7710	Teaching Strategies, Inc.	1,579.41
7711	VOID	0.00
7712	Thompson Glass	665.00
7713	Total Funds by Hasler	500.00
7714	Twin Cities Development	145.00
7715	Twin Cities Early Childhood Center	780.00
7716	Univ. of Nebraska-Lincoln	2,660.00
7717	Van Newkirk, Jan	1,300.00

7718	Verizon Wireless	966.10
7719	Verizon Wireless	335.10
7720	Verizon Wireless	195.57
7721	Verizon Wireless	373.23
7722	VOID	0.00
7723	Volunteers of America	105.00
7724	Wanda Canada-Dalton	1,330.73
7725	West, Jeffrey	678.05
7726	Western Cooperative Company	56.02
7727	Western NE Moving & Storage	200.00
7728	Western Nebraska Com. College	2,713.75
7729	VOID	0.00
7730	VOID	0.00
7731	Western Nebraska Com. College	22,483.66
7732	Western Nebraska Housing	475.00
7733	Western Nebraska Observer	38.00
7734	Western Plains Business Solutions	7,598.12
7735	Williams, Aidalyn	978.40
7736	Wood, Wesley	433.00
7737	VOID	0.00
7738	Black Hills Energy	330.20
7739	Cardmember Service	16,161.18
7740	City of Scottsbluff	779.17
7741	Great Plains Communications	972.64
7742	VISA	8,392.52
7743	Black Hills Energy	163.33
7744	Black Hills Energy	266.92
7745	Charter Communications	146.95
7746	City of Bridgeport	241.85
7747	City of Sidney	168.86
7748	Granados, Anabel	3,900.00
7749	Hernandez, Ana Lisbeth	3,900.00
7750	Nebraska Public Power District	86.14
7751	Santander, Nadia Anaid	3,900.00
7752	Verizon Wireless	208.92
7753	Wells Fargo	9,924.58
7754	Western States Bank	300,000.00
TOTAL		\$1,480,336.19

Calendar

- May 23, 2017 – Special Meeting- Parking Lot Pavement & Pathway, Mechanical and Electrical Upgrades – Finance committee at 5:30 p.m. Special meeting at 6:00 p.m. Due to scheduling conflict, this meeting will be held in the DL room.
- May 25, 2017 – Staff In-service and Department meetings
- June 8, 2017 – NASB Member Golf Outing – Kearney Country Club
- June 8-9, 2017 – School Law Seminar- Younes Conference Center, Kearney, NE
- June 20, 2017 – Regular Board Meeting; Finance Committee at 5:30 p.m. to open bids for New Model 2017 Passenger Bus
- July 12, 2017 – Open Meetings Law Workshop – Scottsbluff High School

Public Forum – no items.

Reports:

- **Administrator's Report (Jeff West):**
Scottsbluff location facility projects were reviewed. We will not be moving forward with the ESU 13/Head Start garage project.
ESU 13 may not participate in the Tech bond this year. We can budget the money into Technology from cash reserve, if needed. We will make sure this doesn't affect the other schools involved if we don't participate.
We will be purchasing Perry Law Firm's ESU Board Policy Manual to assist us in keeping up with Board Policy.
Dr. West would like to begin meeting with the Finance committee in June or July to begin budget work.
- **Head Start Policy Council Activity Report and Director's Report:**
No additional information.

At this time, the agenda was again rearranged to appoint our new Board member.

Moved by Jones, seconded by Diemoz, that the Board approve the appointment of Diane Coon to the ESU #13 Board of Education due to the retirement of Marilyn Wimmer. This will be for District #9, Morrill, Scotts Bluff (East) counties. Aye: Marsh, Marx, Richards, Sinner, Tollman, Dobry, Egging. Nay: none. Absent: Knapper, Millette. Motion passed.

Order of agenda resumes.

Old Business:

Proposed Board Policy regarding Harassment by Students was presented as first reading with amendments. No action taken.

Moved by Dobry, Seconded by Tollman, that the Board approve the final draft of our proposed calendar for 2017-2018. Aye: Marsh, Marx, Richards, Sinner, Coon, Diemoz, Egging, Jones. Nay: none. Absent: Knapper, Millette. Motion passed.

New Business:

Moved by Sinner, seconded by Egging, that the Board approve the Head Start revised transportation policies per the Performance Standards. Policy Council approved these policies at the April 2017 meeting. Aye: Marsh, Marx, Richards, Tollman, Coon, Diemoz, Dobry, Jones. Nay: none. Absent: Knapper, Millette. Motion passed.

Proposed Board policy regarding School Wellness Policy-Students was presented as introduction item only. No action taken.

Rearrangement of the agenda:

Moved by Dobry, seconded by Richards, that the Board approve the Reduction in Force Resolution for Matthew Hebbert. Resolution was read aloud by President Richards. Aye: Marx, Sinner, Tollman, Coon, Diemoz, Egging, Jones, Marsh. Nay: none: Absent: Knapper, Millette. Motion passed.

Moved by Egging, seconded by Marsh, that the Board approve the Reduction in Force Resolution for Todd Westover. Resolution was read aloud by President Richards. Aye: Richards, Sinner, Tollman, Coon, Diemoz, Dobry, Jones, Marx. Nay: none: Absent: Knapper, Millette. Motion passed.

Order of agenda resumes:

Moved by Marsh, seconded by Diemoz, that the Board approve ESU #13's 2017-2018 **Menu of Services** for funding as recommended by the ESU #13 Advisory Council. Aye: Richards, Sinner, Tollman, Coon, Dobry, Egging, Jones, Marx. Nay: None. Absent: Knapper, Millette. Motion passed.

Moved by Tollman, seconded by Marx, that the Board approve the 2017-2018 employee contract with Nora Robinson as SOAR staff developer. Aye: Sinner, Coon, Diemoz, Dobry, Egging, Jones, Marsh, Richards. Nay: none. Absent: Knapper, Millette. Motion passed.

Moved by Marx, seconded by Dobry, that the Board approve ESU #13's participation in the ESUCC cooperative projects as listed on the agenda and authorize the Administrator to execute the Agreement. Aye: Tollman, Coon, Diemoz, Egging, Jones, Marsh, Richards, Sinner. Nay: none. Absent: Knapper, Millette. Motion passed. ESUCC cooperative projects are as follows:

- ✓ ESUPDO (Fee decreased from \$4,750 to \$4,468)
- ✓ NWEA Certified Trainer Consortium (fee decreased from \$1,781.25 per facilitator/ESU to \$1,188 per facilitator/ESU). ESU #13 has two.
- ✓ BlendEd Projects:
 - Administration (fee unchanged at \$5,400)
 - BlendEd (no fee)
 - Distance Education (no fee)
 - Media on Demand/Learn360 (\$560 will be invoiced May 2018 for MSA 2017-18 contract).
 - Learning Object Repository (per negotiated contract)
 - Instructional Materials: Learning Objects Acquisitions (no change -\$5,000)
 - Instructional Materials: Special Projects (no change-\$4,500)
 - Identity Management: (no fee)
 - 21st Cent. ESU Module (BrightBytes) (fee increased from \$1,417 to \$1,487.50)
 - Coop Purchasing (no fee)
 - SRS (no change-\$5,500 plus tier fee)
- ✓ Legislative and Governmental Relations (fee unchanged-\$1,629.41)

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

President declared regular meeting adjourned. Next regular meeting will be held Tuesday, June 20, 2017, at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE.

President

Secretary