

OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Tuesday – October 16, 2018

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, October 16, 2018 at 7:08 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE. Previous public notice was given in the Star-Herald on Thursday, October 11th, 2018. Agenda items were uploaded to the ESU #13 website on Thursday and Friday, October 11/12, 2018 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, Bill Knapper, 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: Tim Horn and Craig Hicks

Absent: Diane Coon

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

President Richards welcomed Tim Horn from Hemingford who is a candidate for the ESU 13 Board to replace retiring member, Pat Dobry. Introduction was given by Mr. Horn.

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

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

Check #	Entity Name	Amount
11068	BLACK HILLS ENERGY	217.67
11069	CENTURYLINK	1,458.21
11070	CHARTER COMMUNICATIONS	3.29
11071	PAYROLL ACCOUNT	753,308.58
11072	VIAERO WIRELESS	161.20
11073	ALLO COMMUNICATIONS	930.06

11074	ALLO COMMUNICATIONS	2,950.00
11075	ALLO COMMUNICATIONS	1,104.96
11076	CHARTER COMMUNICATIONS	2,459.87
11077	CHARTER COMMUNICATIONS	169.65
11078	CITY OF GERING	490.37
11079	CITY OF SIDNEY	772.92
11080	CITY OF TERRYTOWN	45.98
11081	NEBRASKA PUBLIC POWER DISTRICT	1,957.99
11082	WELLS FARGO	5,243.38
11083	COMPUTERS, ETC-REPRINT FOR \$766.34	0.00
11084	21ST CENTURY EQUIPMENT	170.06
11085	308 EMBROIDERY	111.56
11086	4IMPRINT	3,923.80
11087	AESA	9,850.00
11088	AHLERS BAKING, INC	186.24
11089	ALLIANCE PUBLIC SCHOOLS	1,035.00
11090	ALLIANCE RECREATION CENTER	50.00
11091	ANITA'S GREENSCAPING, INC	333.00
11092	AUTOZONE, INC	231.05
11093	JENNIFER BAUMANN	227.70
11094	BAYARD PUBLIC SCHOOLS	890.00
11095	BAYARD PUBLIC SCHOOLS	2,300.00
11096	BENZEL PEST CONTROL	95.00
11097	BENZEL PEST CONTROL	220.00
11098	BEST HEATING AND COOLING LLC	1,395.00
11099	BIRCH COMMUNICATIONS	409.65
11100	CAROL BOERNKE	2,523.88
11101	BORDER STATES	9.34
11102	SHANIA BOZZETTO	160.00
11103	PAMELA BREZENSKI	25.40
11104	BROWN & SAENGER	8,011.76
11105	CAPITAL BUSINESS SYSTEMS, INC	1,795.52
11106	CAPWN HEALTH CENTER	38.80
11107	CARDMEMBER SERVICE	5,303.80
11108	CASE	284.63
11109	CASH-WA DISTRIBUTING	1,856.95
11110	CDW GOVERNMENT, INC	4,123.47
11111	CENTER FOR EQUITY & EXCELLENCE, INC	5,000.00
11112	CHADRON PUBLIC SCHOOLS	2,119.61
11113	CHARTER COMMUNICATIONS	48.98
11114	CITY OF GERING	951.50
11115	CAPWN	17,844.90
11116	COMPLETE CARE FAMILY PRACTICE	75.00
11117	SHAWNDA CONNOR	1,234.79
11118	CONTRACTORS MATERIALS, INC	33.00
11119	JOLEEN CONWAY	72.00
11120	CORNHUSKER MARRIOTT HOTEL	189.00
11121	COURTYARD BY MARRIOTT	195.30
11122	COZAD COMMUNITY SCHOOLS	302.54

11123	CRESCENT ELECTRIC SUPPLY COMPANY	228.63
11124	CULLIGAN	27.00
11125	CULLIGAN OF SCOTTSBLUFF	98.00
11126	CULLIGAN WATER CONDITIONING	14.95
11127	D & H ELECTRONIC SUPPLY	93.95
11128	D. MARTIN-ESU #13	13.50
11129	DAS STATE ACCOUNTING - CENTRAL	484.99
11130	DELL MARKETING	1,743.18
11131	GEORGE DENNEHY	2,090.00
11132	DIAMOND VOGEL PAINT CENTER	73.84
11133	DOOR CLOSER SERVICE	22.00
11134	DOUGLAS, KELLY, OSTDIEK & OSSIAN	197.50
11135	ED SERVICE UNIT NO 2	1,340.00
11136	ED SERVICE UNIT NO 10	806.95
11137	ED SERVICE UNIT NO 13	19,335.18
11138	ED SERVICE UNIT NO 6	160.00
11139	EDMENTUM	1,224.42
11140	EDUCATIONAL SERVICE UNIT NO. 13	5,525.50
11141	EL ACHIEVE	306.90
11142	EMBASSY SUITES-LINCOLN	3,319.00
11143	SHEENA ERICKSON	62.50
11144	MINDY ESTRADA	88.40
11145	ESU COORDINATE COUNCIL	23,713.41
11146	ROXANNE FERDIG	160.00
11147	FINNEYS INC	68.45
11148	FRANK PARTS COMPANY	15.18
11149	FREMONT MOTOR COMPANY	1,821.04
11150	FRENCHMAN VALLEY COOP	1,245.59
11151	TERESA FROMAN	948.19
11152	MEGGIN FUNK	362.97
11153	PERLA GARZA	729.10
11154	GERING PUBLIC SCHOOLS	2,416.50
11155	GERING PUBLIC SCHOOLS	700.00
11156	GLYNLYON, INC.	10,500.00
11157	JOANN GOLDEN	958.51
11158	GOVCONNECTION, INC	4,127.26
11159	JESSICA HALLIGAN	45.71
11160	HAMPTON INN - KEARNEY	1,236.00
11161	HAMPTON INN - NORTH PLATTE	888.00
11162	HAMPTON INN SIDNEY	93.00
11163	GREG HASCALL	190.87
11164	HAY SPRINGS PUBLIC SCHOOLS	890.00
11165	HEMINGFORD PUBLIC SCHOOLS	1,780.00
11166	HEE WEE GROW CHILD CENTER	434.33
11167	CORA HERNANDEZ	73.03
11168	HI PERFORMANCE CAR WASH	163.20
11169	JAYMIE HILLIARD	1,071.47
11170	HILTON GARDEN INN LINCOLN DOWNTOWN	606.00

11171	HOBBY LOBBY	72.37
11172	HOLIDAY INN EXPRESS-KEARNEY	365.95
11173	HOLIDAY INN EXPRESS-LEXINGTON	188.00
11174	HOLIDAY INN EXPRESS-N PLATTE	279.00
11175	HOLIDAY INN OF KEARNEY	399.80
11176	HOME DEPOT CREDIT SERVICES	172.39
11177	HOMETOWN LEASING	646.95
11178	HULLINGER GLASS AND LOCKS	30.00
11179	IDEAL LINEN SUPPLY	1,294.93
11180	IDEAL LINEN SUPPLY	660.87
11181	INDEPENDENT PLUMBING & HEATING	3.27
11182	JESUS JEFFRIES	160.00
11183	JOHNSON HARDWARE CO, LLC	1,650.00
11184	DENITA JULIUS	200.00
11185	AMY KEOPKE	160.00
11186	KIDS KORNER	780.18
11187	KIMBALL HEALTH SERVICES	1,997.40
11188	KIMBALL PUBLIC SCHOOLS	2,670.00
11189	LISA KNUDSON	160.00
11190	KSB SCHOOL LAW, PC LLO	1,000.00
11191	KSID RADIO	175.00
11192	LIL ANGELS PLAYHOUSE LLC	917.13
11193	ELIZABETH LLANES	17.16
11194	LR4, LLC	648.46
11195	BARBARA LUKASSEN	71.40
11196	BRADEN LUKASSEN	150.00
11197	MAILFINANCE	397.81
11198	DEBRA MASON	270.00
11199	MASTER'S TRANSPORTATION	30.86
11200	MEAT SHOPPE	1,067.31
11201	MENARDS	370.72
11202	MIDWEST THEATRE	750.00
11203	MINATARE PUBLIC SCHOOLS	3,755.00
11204	MITCHELL PUBLIC SCHOOLS	1,180.00
11205	MITCHELL PUBLIC SCHOOLS	2,860.00
11206	MORRILL PUBLIC SCHL	5,100.00
11207	NE COMMUNITY FOUNDATION	6,347.00
11208	NE ASSOCIATION OF SCHOOL BOARDS	768.00
11209	NE COUNCIL OF SCHOOL ADMINISTRATORS	510.00
11210	NEBRASKA SAFETY CENTER	700.00
11211	NEBRASKALAND MOTEL	45.00
11212	NEBRASKALINK	8,179.37
11213	NEOFUNDS BY NEOPOST	500.00
11214	NOAH'S ARK PRESCHOOL	330.00
11215	NPPD	52.92
11216	ONE SOURCE	246.20
11217	O'REILLY AUTOMOTIVE	219.21
11218	OVERDRIVE, INC	6,500.00
11219	PANHANDLE COOP	3,049.84

11220	PANHANDLE COOP ASSOC.	3,662.03
11221	VOID-PANHANDLE PARTNERSHIP	0.00
11222	PITNEY BOWES GLOBAL FINANCIAL	197.79
11223	PITTAM BODY SHOP, INC	500.00
11224	PLATTE VALLEY CREAMERY	201.45
11225	PRACTICE SOLUTIONS, LLC	150.00
11226	PRAIRIE MOUNTAIN MEDIA	10.00
11227	PRAIRIE WINDS COMMUNITY CENTER	70.00
11228	QUALITY INN & SUITES	534.00
11229	RANDY'S AUTO CARE, LLC	1,668.08
11230	REGANIS AUTO CENTER	228.97
11231	LORI RETZLAFF	158.82
11232	ASHLEY RODEWALD	81.53
11233	RUSCH'S GENERAL CONTRACTING, LLC	636.25
11234	SHANA RUTHERFORD	578.41
11235	SANDBERG IMPLEMENT, INC	25.29
11236	SCHOLASTIC INC	104.39
11237	SCOTTS BLUFF CO. HANDI-BUS	6.00
11238	SCOTTSBLUFF FAMILY YMCA	500.00
11239	SCOTTSBLUFF PUBLIC SCHOOLS	18,178.02
11240	SCOTTSBLUFF PUBLIC SCHOOLS	10,220.00
11241	SCOTTSBLUFF PUBLIC SCHOOLS	1,004.70
11242	SIDNEY GLASS & SIGNS	35.00
11243	SIDNEY PUBLIC SCHOOLS	1,489.95
11244	SIDNEY SUN-TELEGRAPH	112.00
11245	SIOUX VILLA	100.00
11246	MICHELLE WEIMER	4,123.68
11247	SYLMARIE SOCARRAS	479.76
11248	SONNY'S SUPER FOODS/BRIDGEPORT	984.63
11249	SONNY'S SUPER FOODS/SIDNEY	223.12
11250	STAPLES CREDIT PLAN	215.24
11251	STAR-HERALD	1,175.09
11252	STATE INDUSTRIAL PRODUCTS	297.84
11253	SUBWAY #6906	398.43
11254	SUPER 8 MOTEL - SCOTTSBLUFF	80.99
11255	SUPER DUPER PUBLICATIONS	115.90
11256	TAESE/USU	450.00
11257	TEAM CHEVROLET	306.52
11258	THOMPSON GLASS, INC	165.00
11259	TWIN CITIES DEVELOPMENT ASSOC	25.00
11260	TWIN CITIES EARLY CHILDHOOD CENTER	595.44
11261	NICOLE ULVESTAD	56.68
11262	THE UNIVERSITY OF NEBRASKA - LINCOLN	1,052.00
11263	UNIVERSITY OF NEBRASKA-LINCOLN	435.00
11264	UNIVERSITY OF NEBRASKA-LINCOLN	699.72
11265	UNL PANH RESEARCH & EXTENSION	1,680.00
11266	VALTS	2.99
11267	JANICE VAN NEWKIRK	1,365.00
11268	VERIZON WIRELESS	1,444.58

11269	VERIZON WIRELESS	368.11
11270	VERIZON WIRELESS	166.12
11271	VERIZON WIRELESS	292.02
11272	VOLUNTEERS OF AMERICA	1,350.44
11273	FARRIS VRBAS	65.33
11274	JEFFREY WEST	130.36
11275	WESTERN NE MOVING & STORAGE	200.00
11276	WNCC	2,369.25
11277	WNCC	50.00
11278	WESTERN NEBRASKA HOUSING	495.00
11279	WESTERN PLAINS BUSINESS SOLUTIONS	4,460.13
11280	WESLEY WOOD	466.00
11281	BLACK HILLS ENERGY	280.08
11282	VERIZON WIRELESS	166.80
11283	VISA	8,037.18
11284	BLACK HILLS ENERGY	382.50
11285	CHARTER COMMUNICATIONS	171.19
11286	CITY OF BRIDGEPORT	306.83
11287	CITY OF SIDNEY	258.49
11288	NEBRASKA PUBLIC POWER DISTRICT	104.31
TOTAL		1,072,441.49

Calendar

- **October 19, 2018** – All staff in-service – HARMS Center
- **October 24, 2018** – ESU Advisory Council meeting – ESU 13 Conference room B & C, 10:00 am.
- **October 26, 2018** – Fall Break (ESU #13 closed)
- **November 14-16** – 100th Annual State Education Conference – Lincoln (Diemoz, Knapper, Marx)
- **November 20, 2018** – Regular Board Meeting
- **November 27, 2018** – New Board Member Workshops - Gering
- **November 28-December 1, 2018** – 33rd AESA Annual Conference - The Broadmoor Hotel, Colorado Springs, CO. (Coon, Diemoz, Jones, Marx, Richards, Sinner)

Patricia Jones inquired about moving the date of the December meeting due to low attendance at previous December meetings. The Board will make a decision at the November meeting if they want to change the date.

Public Forum: no items.

Reports:

Craig Hicks, ESU #13 Tech Staff, gave a presentation on Nebraska Cloud Portal and digital content with a single sign on. With so many valuable educational applications, remembering usernames and passwords for each of them has become a problem for

teachers and students. Now, this portal allows a district to have one log-in to view applications that the district uses instead of going to each application individually. This portal can be customized to fit each district. This is a statewide environment that is also connected to the new ADVISER state reporting system.

Administrator Report:

- The legal opinion on hire dates for compensation increases for classified staff was obtained and reviewed with the Board. The Personnel handbook will be updated with the new language.
- The annual Alicap inspection report was reviewed with the Board. It was a positive report. The suggestion of outside cameras was discussed with the Board.
- The Board Finance committee, Administrator, Jack Baker, and two Directors from ESU toured a prospective building for renovation to help meet the needs of our programs. Baker and Associates will come and tour our facility to see if there is space to add to our campus to meet the needs of our member school districts.
- The strategic planning process is now in the phase of rough draft action plan writing that should be available to present to the Board at the November meeting.

Head Start Director Reports were uploaded for Board review-no discussion.

OLD BUSINESS:

Moved by Jones, seconded by Dobry that the Board adopt the proposed Board policy regarding Records Management – Email Retention, Disposition and Litigation Holds.

Aye: Egging, Knapper, Marsh, Marx, Millette, Richards, Sinner, Tollman, Diemoz. Nay: None. Absent: Coon. Motion passed.

NEW BUSINESS:

Moved by Richards, seconded by Diemoz, that the Board approve the proposed 2018-2019 amended budget for the operation of ESU #13 in the amount of \$16,013,222.00.

Aye: Jones, Knapper, Marsh, Marx, Millette, Sinner, Tollman, Dobry, Egging. Nay: None. Absent: Coon. Motion passed.

Moved by Diemoz, seconded by Millette, that the Board approve the recommendation of the Board Finance committee to purchase three New Model 2019 Chevy Impala LS sedans from Team Chevrolet for a total of \$67,314.00. Aye: Knapper, Marsh, Marx, Richards, Sinner, Tollman, Dobry, Egging, Jones. Nay: None. Absent: Coon. Motion passed.

Moved by Dobry, seconded by Sinner, that the Board accept the resignation from Nora Robinson, staff developer, who will be continuing her employment at ESU 13 as the Panhandle Early Learning Connection Coordinator. Aye: Marsh, Marx, Millette, Richards, Tollman, Diemoz, Egging, Jones, Knapper. Nay: None. Absent: Coon. Motion passed.

The Administrator reviewed the annual report with the Board. The report has a new design this year.

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 the Administrator present. Aye: Marx, Millette, Tollman, Diemoz, Dobry, Egging, Jones, Knapper, Marsh. Nay: None: Absent: Coon. Motion passed. The Board moved into Executive Session at 8:16 p.m.

Moved by Richards, seconded by Tollman, that the regular meeting reconvene. Aye: Millette, Sinner, Diemoz, Dobry, Egging, Jones, Knapper, Marsh, Marx. Nay: None. Absent: Coon. Motion passed. The regular meeting reconvened at 8:32 p.m.

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

President Richards declared regular meeting adjourned. Next regular meeting will be held Tuesday, November 20, 2018, beginning at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE.

President

Secretary