

# OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Tuesday – October 18, 2016

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, October 18, 2016, 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, October 13, 2016. Agenda was uploaded to the ESU #13 website on Thursday, October 13, 2016.

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: Pat Dobry, Don Egging, Patricia Jones, Bill Knapper, Kim Marx, Tom Millette, Ray Richards, Mark Sinner, Rosalene Tollman, Dr. Jeff West-Administrator, Jodi Walker-Business Manager, Doris Christensen-Clerk/Treasurer. Guest: Jim Copley.

Absent: Steve Diemoz, Marilyn Wimmer.

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

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

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

Ck. No.		
6057	Payroll Account	695,861.51
6058	Allo Communications	2,525.80
6059	CenturyLink Communications, Inc.	1,123.86
6060	CenturyLink Communications, Inc.	407.48
6061	CenturyLink Communications, Inc.	566.20
6062	Charter Communications	6,871.20
6063	Charter Communications	115.77
6064	City of Terrytown	40.56
6065	SourceGas Distribution, LLC	101.17
6066	Viaero Wireless	2,667.88
6067	Wells Fargo	2,283.33

6068	City of Gering	465.11
6069	Allo Communications	177.16
6070	Nebraska Public Power District	1,724.21
6071	SourceGas Distribution, LLC	237.65
6072	Aguallo, Maria	61.02
6073	Ahlers Baking, Inc.	198.89
6074	AirMedCare	15,512.00
6075	Anderson, Linda	500.00
6076	Anita's Greenscaping, Inc.	201.01
6077	Apple Computer, Inc.	1,223.85
6078	AVB Press	516.35
6079	Baker & Associates	925.00
6080	Bautista, Adrianna	47.52
6081	Bayard Public Schools	3,607.21
6082	Bayard Public Schools	1,818.57
6083	Beam, Jadie	69.96
6084	Benzel Pest Control	95.00
6085	Benzel Pest Control	290.00
6086	Berreth, Jacinth	597.24
6087	Best Western West Hills Inn	89.00
6088	Bradley, Samantha	1,155.48
6089	Brezenski, Pamela	37.00
6090	Bureau of Education & Research	4,790.00
6091	Capital Business Systems, Inc.	1,353.53
6092	Cardmember Service	5,348.60
6093	Carlson, Renee	38.77
6094	Cash-Wa Distributing	2,094.73
6095	CDW Government, Inc.	1,084.46
6096	Center for Applied Linguistics	10,730.00
6097	Void	
6098	Chuck Elley Presentations	1,167.20
6099	Cody-Kilgore Schools	1,773.58
6100	Community Action Partnership of Western Nebraska	10,936.16
6101	Copley, James L.	45.55
6102	Lincoln Marriott Cornhusker	715.00
6103	Crisis Prevention Institute, Inc.	397.25
6104	Culligan of Scottsbluff	209.81
6105	Culligan of Scottsbluff	56.50
6106	D & H Electronics Supply	191.74
6107	Doris Christensen – Educational Service Unit No. 13	448.18
6108	DAS State Accounting – Central Finance	433.63
6109	Diamond Vogel Paint Center	1,501.58
6110	Different Roads to Learning	1,496.13
6111	Docu-Shred	120.00
6112	Dominguez, Mary J.	29.70
6113	Douglas, Kelly, Ostdiek & Ossian, P.C.	700.00
6114	Eakes Office Solutions	656.26
6115	Educational Service Unit No. 10	7,143.20
6116	Educational Service Unit No. 16	1,025.00
6117	Educational Service Unit No. 6	1,218.66
6118	Educational Service Unit No. 13	7,766.87
6119	Educational Service Unit No. 13	3,053.53
6120	Einfalt, James	150.00

6121	EL Achieve	6,282.10
6122	Embassy Suites Hotels – LaVista	2,845.50
6123	Embassy Suites Hotels – Lincoln	1,602.00
6124	Educational Service Unit No. 13	48,728.69
6125	Finneys, Inc.	92.67
6126	First Student, Inc.	5,885.25
6127	Fisher, Samantha	732.35
6128	Frenchman Valley Cooperative	803.65
6129	Fun Express, LLC	525.00
6130	Future Horizons, Inc.	331.40
6131	Garza, Brenda	232.74
6132	Gering Public Schools	450.00
6133	Gering Public Schools	2,385.60
6134	Gering Public Schools	700.00
6135	Glynlyon, Inc.	10,000.00
6136	Gund Publishing, Inc.	1,500.00
6137	Hampton Inn & Suites – Scottsbluff	267.00
6138	Harris School Solutions	158.07
6139	Hascall, Greg	85.50
6140	Heilbruns Farm Industrial Supply	102.46
6141	Hernandez, Cora	68.50
6142	Hilliard, Jaymie	731.16
6143	Holiday Inn Express – Kearney	712.00
6144	Home Depot Credit Services	239.69
6145	Hometown Leasing	646.95
6146	Hullinger Glass & Locks	659.50
6147	Hyannis Area Schools	45.25
6148	Ideal Linen Supply	607.74
6149	Ideal Linen Supply	2,292.22
6150	Infinite Graphics	162.09
6151	Jefco Inn	55.00
6152	John W. Maag	345.00
6153	Johnson, Jed	345.00
6154	Kimball Health Services	2,638.25
6155	Kriz-Davis Company	107.40
6156	KSB School Law	1,760.00
6157	KSID Radio	410.00
6158	Learning Forward Nebraska	150.00
6159	LR4, LLC	500.00
6160	Luppen, Angela	21.06
6161	Mason, Alan	835.00
6162	Master's Transportation	966.54
6163	Meat Shoppe	432.96
6164	Mehling, Kerry A.	15.98
6165	Menards	48.93
6166	Mitchell Public Schools	2,884.20
6167	Monument Inn & Suites	178.00
6168	Nebraska Association of School Boards	72.00
6169	Nebraska Career Education & Innovation Foundation	35.00
6170	Nebraska Council of School Administrators	670.00
6171	Nebraska Department of Education	25.00
6172	Nebraska Head Start Association	150.00
6173	Nebraska Public Power District	73.77

6174	Nebraska Safety & Fire Equipment, Inc.	125.00
6175	Nebraska Safety Center @ UNK	75.00
6176	Nebraska Unemployment Compensation Fund	3,380.00
6177	NebraskaLink	5,897.25
6178	O'Reilly Automotive, Inc.	67.16
6179	Off Broadway Business Products	130.68
6180	Ogden, Jeanne	86.40
6181	One Source	76.00
6182	Oriental Trading Company	623.36
6183	Panhandle Cooperative Association	2,900.37
6184	Panhandle Cooperative Association	3,028.86
6185	Platte Valley Creamery	280.55
6186	Prairie Winds Community Center	368.00
6187	Print Express, Inc.	390.00
6188	Pro Overhead Door	140.00
6189	Pro-ED	224.40
6190	Purchase Power	31.86
6191	Quality Inn	410.40
6192	Quick Care Medical Services, Inc.	280.00
6193	R-Pad Apartment Program	200.00
6194	Region VII Head Start Association	867.00
6195	Reinhardt, Diane	32.10
6196	Rogers, Kiowa D.	127.00
6197	Rusch's General Contracting, LLC	77,942.80
6198	S. A. Foster - Sidney	17.52
6199	Schaaf, Sarah	10.80
6200	Schlothauer, George	45.36
6201	Schneider Backhoe Service	812.00
6202	School Health Corporation	482.92
6203	School Specialty, Inc.	1,179.04
6204	Scotts Bluff County Handi-Bus	102.00
6205	Scottsbluff Family YMCA	675.00
6206	Scottsbluff Public Schools	35.00
6207	Scottsbluff Public Schools	615.20
6208	Scottsbluff Public Schools	2,645.36
6209	SECA	100.00
6210	Sioux Villa	100.00
6211	Snell Services, Inc.	865.84
6212	Snell Services, Inc.	150.00
6213	SOAR Pediatric Therapy, LLC	4,285.44
6214	Software Unlimited	13,434.20
6215	Sonny's Super Foods	809.94
6216	Staples Credit Plan	150.47
6217	Star-Herald	1,648.23
6218	Western Nebraska Housing Opportunities	475.00
6219	Super Duper Publications	42.45
6220	TEAM Chevrolet	31.20
6221	Terrell, Roseanna	43.20
6222	Thompson Glass, Inc.	155.00
6223	Todd McBride	712.50
6224	TotalFunds by Hasler	500.00
6225	Toys for Special Children, Inc.	158.95
6226	Twin Cities Development Association, Inc.	250.00

6227	University of Nebraska – Lincoln	210.00
6228	VanAmburg, Ross M.	291.60
6229	VanNewkirk, Jan	1,300.00
6230	Verizon Wireless	2,616.51
6231	Verizon Wireless	285.68
6232	Verizon Wireless	194.78
6233	Verizon Wireless	442.12
6234	Verizon Wireless	108.78
6235	VISA	5,571.86
6236	Vocational Research Institute	299.00
6237	Volunteers of America – Lewellen	70.00
6238	Voyager Sopris Learning	1,476.09
6239	West, Jeffrey D.	143.88
6240	Western Cooperative Company	40.27
6241	Western Nebraska Moving & Storage	4,324.00
6242	Western Nebraska Moving & Storage	200.00
6243	Western Nebraska Community College	846.25
6244	Western Plains Business Solutions	1,956.39
6245	Wood, Wesley W.	433.00
6246	Birch Communications	261.06
6247	City of Sidney	722.84
6248	Charter Communications	116.90
6249	Chase Card Services	5,426.52
6250	City of Sidney	222.49
6251	Nebraska Public Power District	125.46
6252	SourceGas Distribution, LLC	62.00
6253	Western States Bank	262,000.00
6254	SourceGas Distribution, LLC	234.96
	<b>TOTAL</b>	<b>\$1,329,583.03</b>

### **Calendar:**

1. November 8, 2016 – Regular Meeting – 7:00 PM – ESU #13 Center. (Moved up one week to accommodate State Education Conference.)
2. October 26, 2016 – ESU Administrative Advisory Council Meeting – ESU #13 Center at 10:00 AM. Meeting features **Nebraska Loves Public Schools** presentation by Cinde Wendell, NCSA Ambassador.
3. November 16-18, 2016 – NASB/NASA State Education Conference – LaVista Conference Center/Embassy Suites – Omaha (Steve Diemoz).
4. December 1-3, 2016 – 2016 AESA Annual Conference – Savannah, GA.

**Public Forum** – no items.

### **Reports:**

#### **Internet Update (Jim Copley):**

- Network upgrades have occurred throughout the years. We've replaced hardware at 25 different sites (funded by E-rate discounts). Schools started with bandwidth speed of 50Megabits per second (Mbps), increased to 100Mbps, and now have upgraded to 500-1000Mbps. We continue to upgrade bandwidth to accommodate Gigabit speed. Increased bandwidth is used for data, Internet, videoconferencing, business, etc.
- E-rate discounts have been **good** for ESUs and schools. ESU #13's E-rate consortium has allowed member districts to access \$2.6 million in discounts for data circuits and phone bills.

- Member districts (with exception of Banner County and Garden County) can accommodate Gigabit speed. We are working with telephone companies to get those two schools upgraded.
- We are on the right track with our bandwidth speed. The broadband imperative for Internet capacity for 2017-2018 is 1000Megabits per 1000 users; and, if the bandwidth is available, schools will use it.
- In conclusion: The state of the network is strong. We are looking forward to providing bandwidth needed for the next four years. ESU's E-rate consortium provides discounted rates to member districts (shared cost). It is a nice family arrangement.

A thank you was extended to Jim Copley for his work with Internet, the E-rate consortium, and for knowing both sides of Internet—technical and bureaucratic. “He is one of the best in the State and ESU #13 is fortunate to have him on staff. He will be hard to replace.”—Jeff West. Jim noted that cross training is constant.

**Administrator’s Report (Jeff West):**

- Still working on two issues with the new addition—HVAC and counter in reception area. We are holding funds until those issues are completed to our satisfaction.
- We are working on landscaping designs with Dick Meyer and Anita’s Greenscaping. We will let bids for the landscaping and sprinkler system projects. If furniture and signage for the new addition require the formal bidding process, we will complete that as well.
- We have removed several trees in the front of the building that were diseased and dying.
- Other projects to complete include: replace boiler system and controls in the original building; replace walking path around the grounds; extend the vehicle storage building to add two additional car bays and one larger bay for two buses; replace sidewalks as needed; explore efficient heating systems for the Meridian classrooms; replace cooling system in the Sixpence Offices; replace millings in parking lots with concrete; and replace siding on the multi-purpose room and out buildings. We are working with Baker & Associates regarding these projects.
- Suggestions: Combine the three projects dealing with climate control into one project (Johnson Controls, Honeywell). Is there an energy grant that would help defray costs? Are rebates available?
- Sidney ESU Office: We are on hold until we explore our options (changes with Cabela’s)—buying an existing facility might be more cost effective.

**Old Business – none.**

**New Business:** Moved by Sinner, seconded by Millette, that the Board approve the contract for consultative medical services with Cynthia Guerue, M.D., for the MIPS Program (September, 2016 to July 31, 2017). Aye: Jones, Knapper, Marx, Millette, Richards, Sinner, Tollman, Dobry, Egging. Nay: none. Absent: Wimmer, Diemoz. Motion passed.

Moved by Richards, seconded by Dobry, that the Board accept the bid from Masid Chevrolet in Morrill for three 2017 Chevy Traverse Mid-size SUVs in the amount of \$25,990 each. Aye: Knapper, Marx, Millette, Richards, Sinner, Tollman, Dobry, Egging, Jones. Nay: none. Absent: Wimmer, Diemoz. Motion passed.

Board policy regarding credit card reward points, rebates, or other benefits was introduced as information item only. No action taken.

Moved by Knapper, seconded by Millette, that the Board approve the Letter of Engagement with McDermott & Miller to perform ESU #13’s audit for the fiscal year

ending August 31, 2016. Aye: Marx, Millette, Richards, Sinner, Tollman, Dobry, Egging, Jones, Knapper. Nay: none. Absent: Wimmer, Diemoz. Motion passed.

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

President declared regular meeting adjourned. Next regular meeting will be held Tuesday, November 8, 2016, at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE.

---

President

---

Secretary