

OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Tuesday – September 19, 2017

ESU #13 Center – 4215 Avenue I, Scottsbluff, NE

The regular meeting of the Board of Educational Service Unit #13 was called to order by Secretary Tom Millette on Tuesday, September 19, 2017 at 7:44 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE. Previous public notice was given in the Star-Herald on Thursday, September 14, 2017. Agenda items were uploaded to the ESU #13 website on Friday, September 15, 2017 for Board Members.

Secretary Millette 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, Pat Dobry, Don Egging, Patricia Jones, Bill Knapper, Scott Marsh, Tom Millette, Mark Sinner, Rosalene Tollman, Dr. Jeff West-Administrator, Jodi Walker-Business Manager and Desira Martin, Treasurer. Guests: Donna Jenne, Terry Jessen.

Absent: Kim Marx, Ray Richards.

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

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

Moved by Knapper, seconded by Tollman, that consent action items be approved as listed (minutes of regular meeting, treasurer's report: June and August, 2017, fund balance report, budget summary and claims). Aye: Dobry, Egging, Jones, Marsh, Millette, Sinner, Coon, Diemoz. Nay: none. Absent: Marx, Richards. Motion passed. The following General Fund claims were approved for payment:

Check #	Payee	Amount
8342	VOID	0.00
8343	Allo Communications	941.61
8344	Black Hills Energy	261.66
8345	Black Hills Energy	116.05
8346	Black Hills Energy	120.06
8347	CenturyLink	1,467.39
8348	Charter Communications	306.96
8349	Chase Card Services	241.56
8350	City of Bridgeport	225.44
8351	City of Gering	518.93
8352	City of Sidney	155.69
8353	City of Terrytown	42.60
8354	Great Plains Communications	2,841.38

8355	Nebraska Public Power District	147.75
8356	Payroll Account	706,341.59
8357	Verizon Wireless	1,617.37
8358	Viaero Wireless	397.48
8359	Wells Fargo	3,243.68
8360	Charter Communications	2,428.81
8361	Charter Communications	48.98
8362	City of Sidney	754.91
8363	Nebraska Public Power District	2,352.10
8364	Verizon Wireless	158.29
8365	Verizon Wireless	164.77
8366	Verizon Wireless	290.36
8367	308 Embroidery	248.96
8368	ABC Nursery	375.00
8369	VOID	0.00
8370	Advertainment Productions, LLC	228.00
8371	Aguallo, Maria	63.14
8372	Ahlers Baking, Inc.	8.99
8373	AirMedCare Network	7,400.00
8374	Alliance Public Schools	400.00
8375	Anderson, Kay	375.00
8376	Anderson-Shaw Construction	148,909.95
8377	Anita's Greenscaping, Inc.	270.00
8378	Apple, Inc.	3,577.00
8379	Assoc. Education Service Agen	6,060.00
8380	Baker & Associates	40,567.50
8381	Balandran, Tony	180.00
8382	Banner County Schools	200.00
8383	Bayard Public Schools	200.00
8384	Benzel Pest Control	95.00
8385	Benzel Pest Control	290.00
8386	Best Heating & Cooling, LLC	10.20
8387	Best Western W Hills Inn	267.00
8388	Black Hills Energy	132.00
8389	Bradley, Samantha	125.00
8390	Bridgeport Public Schools	200.00
8391	Bureau of Educ. & Research	1,200.00
8392	Business & Educ. Leadership	4,000.00
8393	Cantu, Olga	56.71
8394	Capital Business Systems, Inc.	1,383.03
8395	Cardmember Service	2,809.78
8396	Cash-Wa Distributing	1,444.42
8397	CDW Government, Inc.	2,320.14
8398	Chadron State College	879.00
8399	Christensen, Doris	830.34
8400	Chuck Elley Presentations	1,454.00
8401	City of Gering	415.20
8402	City of Scottsbluff	1,751.02
8403	City of Sidney	217.21
8404	Cobos, Rosa	17.00
8405	Community Action Partner.	13,946.64
8406	CPI	510.00
8407	Culligan of Scottsbluff	131.53
8408	Culligan Water Conditioning	164.95
8409	Cytek Media Systems	73,447.13

8410	D & H Electronic Supply	5.68
8411	D. Martin-ESU #13	7.50
8412	DAS State Accounting-Central	3,783.62
8413	Dell Marketing	16,566.47
8414	Douglas, Kelly, Ostdiek, Ossian	404.50
8415	Downing, Julie	195.00
8416	Eakes Office Solutions	181.86
8417	Ed Service Unit No. 2	2,044.24
8418	Ed Service Unit No. 3	20.00
8419	Ed Service Unit No. 10	564.70
8420	Ed Service Unit No. 13	7,302.96
8421	Ed Service Unit No. 17	200.00
8422	Ed Service Unit No. 7	2,001.55
8423	Educational Service Unit #13	10,204.86
8424	El Achieve	2,508.00
8425	Embassy Suites-Lincoln	364.00
8426	Fastenal Company	5.00
8427	Finney's Inc.	4.98
8428	Frank Parts Company	37.98
8429	Fremont Motor Company	608.91
8430	Frenchman Valley Coop	423.80
8431	Froman, Teresa	1,349.75
8432	Funk, Meggin	600.00
8433	Garza, Perla	524.41
8434	Gering Public Schools	600.00
8435	Gering Public Schools	1,127.70
8436	Gering Public Schools	700.00
8437	GovConnection, Inc.	1,659.24
8438	Green, KC	750.00
8439	Hampton Inn & Suites	728.00
8440	Hascall, Greg	280.12
8441	Hemingford Public Schools	200.00
8442	Hi Performance Car Wash	38.00
8443	Hilliard, Jaymie	367.81
8444	Hobby Lobby	84.60
8445	Holiday Inn Express North Platte	182.00
8446	Hollingshead, Michelle	300.00
8447	Home Depot Credit Services	180.71
8448	Hometown Leasing	646.95
8449	Houghton Mifflin Harcourt	3,722.70
8450	Hrbek, Debbie	75.00
8451	Hullinger Glass and Locks	93.75
8452	Ideal Linen Supply	1,327.95
8453	Ideal Linen Supply	739.18
8454	Jefco Inn	58.50
8455	Jeffers, Patty	320.00
8456	Johnson Cashway Lumber Co	21.25
8457	K-C Construction	932.00
8458	Kicks and Giggles	4,000.00
8459	Kimball Health Services	1,371.00
8460	Koozer, Kathleen	77.04
8461	KSID Radio	75.00
8462	Leyton Public Schools	200.00
8463	LR4, LLC	500.00
8465	LRP Publications	3,270.00

8465	Lukassen, Barbara	290.51
8466	Lukassen, McKayla	23.54
8467	Mail Finance	64.67
8468	Main Street Appliance	500.00
8469	Mason, Debra	1,565.00
8470	Master's Transportation	121.47
8471	Meat Shoppe	569.85
8472	Menard's	743.32
8473	Minatare Public Schools	200.00
8474	Mitchell Public Schools	200.00
8475	Mobility Research	645.00
8476	MoneyWi\$e Office Supply	178.95
8477	Monument Inn & Suites	89.00
8478	Morrill Public Schools	1,656.66
8479	Munroe-Meyer Institute	350.00
8480	NASB Alicap	131,373.00
8481	NE Department of Education	20.00
8482	Nebraska 4-H	2,900.00
8483	Nebraska Assoc. of School Bds	194.00
8484	Ne Safety and Fire Equip	732.00
8485	NebraskaLink	8,525.42
8486	Nelson, Melinda	25.11
8487	Neofunds by Neopost	134.00
8488	NMC Exchange, LLC	678.30
8489	Noah's Ark Preschool	183.75
8490	NPPD	64.57
8491	Ogden, Jeanne	85.60
8492	One Source	257.50
8493	OnToCollege with John Baylor	25,865.00
8494	O'Reilly Automotive	65.55
8495	Panhandle Coop	1,877.79
8496	Panhandle Coop	2,328.57
8497	Panhandle Health Group	955.00
8498	Panhandle Partnership%Excel.	125.00
8499	Paul Reed Construction	19.39
8500	Peterson, Lori	1,500.00
8501	PGH & G Attorneys at Law	3,600.00
8502	Platte Valley Creamery	454.25
8503	Potter-Dix Public Schools	200.00
8504	Purchase Power	36.38
8505	Pyramid School Products	2,370.58
8506	Quick Care Medical Services	375.00
8507	Ramsey, Crystal	96.30
8508	Randy's Auto Care, LLC	54.57
8509	Reganis Auto Center	48.80
8510	Rutherford, Shana	865.20
8511	Schneider Backhoe Service	150.00
8512	Scholastic, Inc.	288.07
8513	Scottsbluff Public Schools	1,598.30
8514	Scottsbluff Tent and Awning	155.66
8515	Sherwin-Williams Co.	53.89
8516	Sidney Public Schools	794.64
8517	Sidney Sun-Telegraph	94.85
8518	Sioux Villa	100.00
8519	Snare, Ronda	243.96

8520	Soar Pediatric Therapy, LLC	4,523.39
8521	Software Unlimited, Inc.	374.00
8522	Solution Tree	1,080.00
8523	Sonny's Super Foods/Brdport	760.68
8524	Sonny's Super Foods/Sidney	93.20
8525	Staples Credit Plan	61.97
8526	Star-Herald	649.58
8527	Subway	450.00
8528	Super Duper Publications	77.00
8529	Taese/Usu	435.00
8530	Teaching Strategies	20,824.65
8531	Team Chevrolet	88.65
8532	VanNewkirk, Jan	1,300.00
8533	Verizon Wireless	974.66
8534	Verizon Wireless	129.88
8535	Visa	3,567.11
8536	Voyager Sopris Learning	821.65
8537	West, Jeffrey	40.95
8538	Western Cooperative Company	45.17
8539	Western Michigan University	1,180.31
8540	Western NE Moving & Storage	200.00
8541	Western NE Community College	6834.35
8542	Western NE Housing	475.00
8543	Western Ne Observer	32.75
8544	Western Plains Business Sol.	45.00
8545	Williams, Aidalyn	130.00
8546	Win Supply	55.19
8547	Wood, Wesley	433.00
8548	Banner County Public Schools	1,800.00
8549	Bayard Public Schools	700.00
8550	Chadron Public Schools	1,400.00
8551	Creek Valley Public Schools	2,050.00
8552	Educational Service Unit #13	3,556.02
8553	Garden County Public Schools	2,050.00
8554	Gordon-Rushville Public Schl	900.00
8555	Hemingford Public Schools	2,050.00
8556	Leyton Public Schools	1,850.00
8557	Minatare Public Schools	2,300.00
8558	Morrill Public Schools	1,150.00
8559	Sidney Public Schools	1,150.00
8560	Sioux County Public Schools	1,150.00
8561	Rusch's General Contracting	77,456.70
8562	Birch Communications	398.96
8563	Chase Card Services	2,537.32
8564	Master's Transportation	58,808.00
8565	Black Hills Energy	188.47
8566	Charter Communications	154.16
8567	City of Bridgeport	333.21
8568	Nebraska Public Power District	140.43
TOTAL		\$1,521,378.91

Calendar

- **October 17, 2017** – Regular Meeting – 7:00 PM- Harms Center, Room 188
- **November 15-17, 2017** – 99th Annual State Education Conference – LaVista Conference Center
- **November 29-December 2, 2017** - AESA Annual Conference – San Antonio, Texas (Jeff West, Patricia Jones, Scott Marsh, Tom Millette, Ray Richards, Mark Sinner)

Public Forum: no items.

Report from Administrator:

- Construction update: The boilers and pumps are installed and functioning. Meridian classroom cabinets and heater work will begin in October. Phase two of the concrete work will begin in October which includes the south parking lot and finishing the north parking lot.
- Sidney Office update: We are still on hold with this project.
- Day Treatment/Day School Proposal: Members of the ESU 13 team (Jeff, Laura, Katie and Paul) and Region I talked with Senator Stinner to review our proposal for this endeavor. His staff is working on getting this proposal introduced to the Education Committee this next year. We remain hopeful that we can get a pilot project for 3-4 years in the next biennium.
- Intensive Outpatient Program (IOP): This project is being developed with ESU 13 and Region I to fill the current void of IOP services available in Western Nebraska. ESU 13 staff, Laura Barrett and Katie Carrizales will be coming to the October Board meeting to share with more detail about the IOP and Day Treatment projects.
- Contract with Laramie County School District #2: At last month's board meeting, I was asked to check with a school law attorney regarding providing psychology services to qualifying students at Laramie County School District #2 in Pine Bluffs, Wyoming. Rex Schultze provided us with an Interlocal Agreement. This agreement has been signed by myself and Laramie County School District #2 and is on the agenda today for Board approval. I am excited for the opportunity to expand into Eastern Wyoming to provide services.
- ESU Administrator Evaluation Instrument: The Board received 3 examples of evaluation instruments from other ESUs to review.

Report from Board Members:

Several members of our Board attended meetings including NASB Area Membership meeting and an NASB Legislative Luncheon in Chadron. Steve Diemoz, Bill Knapper, Scott Marsh, Rosalene Tollman and Jeff West spoke of specific topics of importance and how they relate to ESU #13. Some of the sessions attended were "Communicating the Capitol to the Community" and "The Board's Role in Developing Resilient Students". Patricia Jones attended the Legislative Luncheon in Chadron and reviewed legislation that impacts ESU funding and other topics.

Old Business:

Proposed Board Policy regarding *School Wellness Policy-Students* was presented as first reading with amendments. No action required.

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 first reading with amendments. No action required.

Moved by Dobry, seconded by Coon, that the Board approve the 2017-2018 ESU #13 Personnel Handbook and Meridian Handbook. Aye: Egging, Jones, Knapper, Marsh, Millette, Sinner, Tollman, Diemoz. Nay: None. Absent: Marx, Richards.

New Business:

Moved by Knapper, seconded by Sinner, that the Board approve the **Resolution** to increase restricted funds authority by an additional 1%. Aye: Jones, Marsh, Millette, Tollman, Coon, Diemoz, Dobry, Egging. Nay: None. Absent: Marx, Richards. Motion passed.

Moved by Jones, seconded by Dobry, that the Board approve the proposed 2017-2018 budget for the operation of ESU #13 in the amount of \$15,065,216. Aye: Knapper, Marsh, Millette, Sinner, Tollman, Coon, Diemoz, Egging. Nay: none. Absent: Marx, Richards. Motion passed.

Moved by Sinner, seconded by Diemoz, that the Board approve the **Resolution** setting the 2017-2018 property tax request at \$1,666,873.61. Aye: Marsh, Millette, Tollman, Coon, Dobry, Egging, Jones. Nay: Knapper. Absent: Marx, Richards. Motion passed.

Moved by Marsh, seconded by Knapper, that the Board approve the Interlocal Agreement between ESU #13 and Laramie County School District #2 to provide psychological services to qualifying students. Aye: Millette, Sinner, Tollman, Coon, Diemoz, Dobry, Egging, Jones. Nay: None. Absent: Marx, Richards. Motion passed.

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

Secretary declared regular meeting adjourned. Next regular meeting will be held Tuesday, October 17, 2017, at 7:00 PM at the Harms Center, Room 188, 2620 College Park, Scottsbluff, NE.

President

Secretary