

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

Tuesday – December 11, 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, December 11, 2018 at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE. Public notice was given in the Star-Herald on Tuesday, December 6, 2018. Agenda items were uploaded to the ESU #13 website on Thursday and Friday, December 6/7, 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: Diane Coon, 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: Board member-elect, Terri Haynes and Donna Jenne

Absent: None

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

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

CHECK #	ENTITY NAME	AMOUNT
11487	BLACK HILLS ENERGY	530.97
11488	CENTURYLINK	1,458.21
11489	CHARTER COMMUNICATIONS	2,459.87
11490	PAYROLL ACCOUNT	752,454.22
11491	VIAERO WIRELESS	161.62
11492	WELLS FARGO	5,911.07
11493	ALLO COMMUNICATIONS	928.21
11494	ALLO COMMUNICATIONS	3,600.00
11495	ALLO COMMUNICATIONS	1,049.56
11496	CHARTER COMMUNICATIONS	169.98
11497	CITY OF BRIDGEPORT	280.43
11498	CITY OF GERING	249.02
11499	CITY OF SIDNEY	570.36
11500	CITY OF TERRYTOWN	45.98

11501	21ST CENTURY EQUIPMENT	30.50
11502	308 EMBROIDERY	154.82
11503	AHLERS BAKING, INC	14.27
11504	AUTO PLAZA JOE HESSLER, INC.	500.00
11505	BAKER & ASSOCIATES	4,041.25
11506	JENNIFER BAUMANN	513.16
11507	BAYARD PUBLIC SCHOOLS	2,300.00
11508	BEAN BROKER	48.30
11509	BENZEL PEST CONTROL	95.00
11510	BENZEL PEST CONTROL	290.00
11511	CAROL BOERNKE	1,820.60
11512	HEATHER BOWEN	82.08
11513	JESSICA BRODERICK	27.25
11514	CAPITAL BUSINESS SYSTEMS, INC	1,437.50
11515	CAROLINA BIOLOGICAL SUPPLY CO	239.40
11516	CASH-WA DISTRIBUTING	1,815.23
11517	CDW GOVERNMENT, INC	15.80
11518	CHARTER COMMUNICATIONS	48.98
11519	CHEYENNE COUNTY CLERK	515.35
11520	CHUCK ELLEY PRESENTATIONS	1,869.25
11521	ROSA COBOS	8.50
11522	COMFORT INN - VALENTINE	166.00
11523	CAPWN	18,312.90
11524	COMPUTERS ETC	30.57
11525	JOLEEN CONWAY	72.00
11526	CORNHUSKER MARRIOTT HOTEL	212.00
11527	CULLIGAN	60.75
11528	CULLIGAN OF SCOTTSBLUFF	112.00
11529	CULLIGAN WATER CONDITIONING	14.95
11530	D. MARTIN-ESU #13	426.00
11531	DAS STATE ACCOUNTING - CENTRAL	484.99
11532	DELL MARKETING	1,668.10
11533	STEVE DIEMOZ	473.33
11534	DOMINO'S PIZZA	112.84
11535	DOUBLETREE HOTEL - OMAHA DOWNTOWN	254.00
11536	DOUGLAS, KELLY, OSTDIEK & OSSIAN	2,300.00
11537	EAKES OFFICE SOLUTIONS	2,756.50
11538	ED SERVICE UNIT NO 10	743.40
11539	ED SERVICE UNIT NO 13	9,177.33
11540	EDUCATIONAL SERVICE UNIT NO. 13	11,777.17
11541	EMBASSY SUITES HOTELS La Vista	1,228.50
11542	EMBASSY SUITES OLD MARKET	1,530.00
11543	MINDY ESTRADA	161.20
11544	FASTENAL COMPANY	12.93
11545	FILM IDEAS, INC	5,250.00
11546	FRANK PARTS COMPANY	19.35
11547	FREMONT MOTOR COMPANY	215.82
11548	FRENCHMAN VALLEY COOP	1,402.41
11549	TERESA FROMAN	744.20

11550	MEGGIN FUNK	634.38
11551	PERLA GARZA	380.08
11552	GERING PUBLIC SCHOOLS	2,416.50
11553	GERING PUBLIC SCHOOLS	700.00
11554	JOANN GOLDEN	893.98
11555	CYNTHIA GUERUE	250.00
11556	HAMPTON INN - KEARNEY	114.00
11557	HAMPTON INN - NORTH PLATTE	292.00
11558	HAMPTON INN SOUTH - HERITAGE PARK	94.00
11559	HAMPTON INN YORK	416.00
11560	HAMPTON INN-OMAHA MIDTOWN	231.44
11561	HERE WEE GROW CHILD DEVELOPMENT CNTR	479.80
11562	HI PERFORMANCE CAR WASH	67.60
11563	JAYMIE HILLIARD	393.71
11564	HOLIDAY INN EXPRESS - CHADRON	94.00
11565	HOLIDAY INN EXPRESS NORTH PLATTE	94.00
11566	HOLIDAY INN EXPRESS-LEXINGTON	198.00
11567	HOME DEPOT CREDIT SERVICES	112.40
11568	HOMETOWN LEASING	646.95
11569	IDEAL LINEN SUPPLY	1,052.36
11570	IDEAL LINEN SUPPLY	557.13
11571	IMAGINE LEARNING, INC	1,500.00
11572	J BERNAL CATERING	178.50
11573	JAYMAR BUSINESS FORMS INC.	93.30
11574	JEFCO INN	113.00
11575	JOURNEYED.COM INC.	1,445.00
11576	DENITA JULIUS	456.43
11577	KIDS KORNER	1,004.13
11578	KIMBALL HEALTH SERVICES	2,175.00
11579	LIL ANGELS PLAYHOUSE LLC	644.18
11580	LOGOZ, LLC	504.00
11581	LR4, LLC	500.00
11582	BRADEN LUKASSEN	250.00
11583	DEBRA MASON	432.50
11584	MEAT SHOPPE	775.88
11585	MENARDS	175.05
11586	MIDWEST AUTO SUPPLY, INC	60.00
11587	MINATARE PUBLIC SCHOOLS	2,200.00
11588	MITCHELL PUBLIC SCHOOLS	2,695.00
11589	MORRILL PUBLIC SCHL	5,100.00
11590	NAEYC	34.50
11591	NE SAFETY & FIRE EQUIPMENT	500.00
11592	NEBRASKA HEAD START ASSOCIATION	1,500.00
11593	NPPD	2,208.10
11594	NEBRASKALINK	8,179.37
11595	NMC EXCHANGE LLC	1,040.00
11596	JEANNE OGDEN	94.39
11597	ONE SOURCE	132.00
11598	O'REILLY AUTOMOTIVE	71.89

11599	PANHANDLE COOP	2,414.99
11600	PANHANDLE COOP ASSOC.	3,341.39
11601	PAT'S CREATEOVE	3,600.00
11602	PERRY, GUTHERY, HAASE & GESSFORD	100.00
11603	PLATTE VALLEY CREAMERY	426.60
11604	PRACTICE SOLUTIONS, LLC	570.00
11605	RAMADA MIDTOWN CONFERENCE CENTER	251.85
11606	RANDY'S AUTO CARE, LLC	236.18
11607	REGANIS AUTO CENTER	34.39
11608	LORI RETZLAFF	786.84
11609	ROODS TIRE CENTER LLC	431.04
11610	RUSCH'S GENERAL CONTRACTING	1,070.00
11611	SHANA RUTHERFORD	382.15
11612	SCOTTSBLUFF PUBLIC SCHOOLS	10,220.00
11613	SIDNEY PUBLIC SCHOOLS	1,489.95
11614	SIDNEY SUN-TELEGRAPH	272.00
11615	SIOUX VILLA	100.00
11616	MICHELLE WEIMER	7,098.51
11617	SYLMARIE SOCARRAS	461.62
11618	SONNY'S SUPER FOODS/BRIDGEPORT	489.46
11619	SONNY'S SUPER FOODS/SIDNEY	252.98
11620	STAPLES CREDIT PLAN	665.83
11621	STATE INDUSTRIAL PRODUCTS	121.56
11622	SUPER 8 MOTEL - SCOTTSBLUFF	81.99
11623	TAESE/USU	400.00
11624	TEAM CHEVROLET	155.66
11625	TEAM CHEVROLET	67,314.00
11626	THOMPSON GLASS, INC	1,117.25
11627	TRUAX PATIENT SERVICES	150.00
11628	TWIN CITIES EARLY CHILDHOOD CENTER	756.54
11629	UNL	1,052.00
11630	VALTS	35.00
11631	JANICE VAN NEWKIRK	1,365.00
11632	VERIZON WIRELESS	59.42
11633	VOLUNTEERS OF AMERICA	1,524.34
11634	JEFFREY WEST	48.50
11635	WESTERN NE MOVING & STORAGE	2,755.00
11636	WNCC	2,324.00
11637	WNCC	352.50
11638	WESTERN NEBRASKA HOUSING	495.00
11639	WESTERN PLAINS BUSINESS	119.00
11640	WESLEY WOOD	466.00
11641	BLACK HILLS ENERGY	296.12
11642	BLACK HILLS ENERGY	711.77
11643	CARDMEMBER SERVICE	6,721.77
11644	CENTURYLINK COMMUNICATIONS	2,691.98
11645	CHARTER COMMUNICATIONS	170.63
11646	CHASE CARD SERVICES	397.37
11647	CITY OF SIDNEY	189.40

11648	GREAT PLAINS COMMUNICATIONS	2,841.38
11649	NEBRASKA PUBLIC POWER DISTRICT	104.24
11650	NPPD	57.86
11651	VERIZON WIRELESS	2,261.45
11652	VERIZON WIRELESS	166.80
11653	VISA	13,827.29
11654	WESTERN STATES BANK	320,000.00
11655	BLACK HILLS ENERGY	554.14
11656	CHARTER COMMUNICATIONS	6.72
	<b>TOTAL</b>	1,356,023.99

### **Calendar**

- **December 12, 2018** – Advisory Council Meeting – 10:00 a.m. – ESU #13 Center and DL (Dr. West hosting from Chadron)
- **December 24-January 4, 2019** – ESU closed for Christmas break
- **January 15, 2019** – Regular Board Meeting
- **January 27-28, 2019** – 2019 Legislative Issues Conference – Cornhusker Marriott – Lincoln (Knapper)

**Public Forum:** no items.

### **Reports:**

AESA Annual Conference: Board members Coon, Diemoz, Jones, Marx, Richards and Sinner attended the conference. Each Board member summarized the sessions attended. Rachel's Challenge was attended by most with very positive reviews. Jeff West reported that this program was presented at the Superintendent meeting by Cathy McDaniel, OTCF in August. Other sessions included "Supporting the Grieving Student", "New Year, New Congress", eCare School Health, and "Begin in the Middle- Assessing Social/Emotional Competence for Career/College Readiness". The Board agrees that we are aligned and ahead in areas for social and emotional learning.

Head Start Director's Report and Policy Council Activity Report for October: no discussion.

### **Administrator Report:**

- Sidney facility update: Dr. West has arranged meetings for initial discussion for the options in Sidney. Possibilities could be adding on to the college or renovating the current facility.
- Dr. West, Rick Myles (SBPS Administrator), and Dr. Katie Carrizales, ESU 13 Behavioral Health Director, met with representatives from the Sherwood Foundation regarding the Panhandle Beginnings Day Treatment. Locations for the program are still being explored.

President Richards presented clocks in appreciation of our retiring Board members: Rosalene Tollman, who served on our Board since 1988 and Pat Dobry, who served

since 1996. Dr. West also thanked them for their years of service to our schools, children and families.

**Old Business:**

Proposed Defibrillator (AED) policy and protocol were presented as first reading. No action required.

**New Business:**

Moved by Millette, seconded by Coon, that the Board approve the revised Head Start Program Governance Written Plans and Self-Assessment Process. Aye: Dobry, Egging, Jones, Knapper, Marsh, Marx, Richards, Sinner, Tollman, Diemoz. Nay: none. Absent: none. Motion passed.

Proposed revision of the Family and Medical Leave Act Board policy was presented as first reading. After discussion, it is the consensus of the Board that more research with our attorney is necessary. The Policy Committee will review the responses.

Moved by Richards, seconded by Marsh, that the Board accept the letter of resignation, with regret, from ESU #13 administrator, Dr. Jeff West, effective May 24, 2019. Aye: Egging, Jones, Knapper, Marx, Millette, Sinner, Tollman, Coon, Diemoz, Dobry. Nay: none. Absent: none. Motion passed.

Moved by Knapper, seconded by Marx, that the Board hire Nebraska Association of School Boards to begin the search to fill the vacancy of our resigning administrator. Aye: Jones, Marsh, Millette, Richards, Sinner, Tollman, Coon, Diemoz, Dobry, Egging. Nay: none. Absent: none. Motion passed.

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

President Richards declared regular meeting adjourned. Next regular meeting will be held Tuesday, January 15, 2019, beginning at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE.

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President

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Secretary