

OFFICIAL MINUTES, BOARD OF EDUCATIONAL SERVICE UNIT NO. 13

Tuesday – January 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 Vice President Kim Marx on Tuesday, January 16, 2018 at 7:04 PM at the ESU #13 Center, 4021 Avenue I, Scottsbluff, NE. Previous public notice was given in the Star-Herald on Thursday, January 11, 2018. Agenda items were uploaded to the ESU #13 website on Thursday and Friday, January 11/12, 2018 for Board Members.

Vice President Kim Marx 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, Mark Sinner, Rosalene Tollman, Dr. Jeff West-Administrator, Jodi Walker-Business Manager and Desira Martin, Treasurer. Guests: Donna Jenne.

Absent: Ray Richards.

Reorganization of the Board: Administrator called for nominations from the floor for President. Jones nominated Ray Richards for President. Moved by Diemoz, seconded by Coon, that nominations cease. Aye: Dobry, Egging, Jones, Knapper, Marsh, Marx, Millette, Sinner, Tollman. Nay: None. Absent: Richards. Motion passed.

Administrator called for nominations from the floor for Vice President. Jones nominated Kim Marx for Vice President. Moved by Dobry, seconded by Millette, that nominations cease. Aye: Diemoz, Egging, Jones, Knapper, Marsh, Sinner, Tollman, Coon. Nay: None. Abstain: Marx. Absent: Richards. Motion passed.

Vice President called for nominations for Secretary. Knapper nominated Tom Millette for Secretary. Moved by Egging, seconded by Sinner, that nominations cease. Aye: Dobry, Jones, Knapper, Marsh, Marx, Tollman, Coon, Diemoz. Nay: None. Abstain: Millette. Absent: Richards. Motion passed.

Moved by Tollman, seconded by Jones that Desira Martin be appointed Treasurer. Aye: Egging, Knapper, Marsh, Marx, Millette, Sinner, Coon, Diemoz, Dobry. Nay: None. Absent: Richards.

Vice President Marx asked Board members to read and sign the *Oath of Office*. Signed copies will be filed with the Official Minutes.

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

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

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

Check #	Entity Name	Amount
9203	PAYROLL ACCOUNT	756,510.65
9204	ALLO COMMUNICATIONS	928.20
9205	BLACK HILLS ENERGY	676.04
9206	CENTURYLINK	1,458.21
9207	CHARTER COMMUNICATIONS	152.80
9208	CITY OF GERING	270.47
9209	CITY OF TERRYTOWN	45.98
9210	NEBRASKA PUBLIC POWER DISTRICT	1,932.28
9211	VIAERO WIRELESS	901.64
9212	ALLO COMMUNICATIONS	1,055.16
9213	WELLS FARGO	2,663.96
9214	CITY OF SIDNEY	674.82
9215	AHLERS BAKING, INC	51.69
9216	APPLE, INC.	299.00
9217	MARCIA BAUER	110.00
9218	BAYARD PUBLIC SCHOOLS	1,805.00
9219	BENZEL PEST CONTROL	95.00
9220	BENZEL PEST CONTROL	765.00
9221	JACINTH BERRETH	695.50
9222	BEST HEATING AND COOLING LLC	367.98
9223	BIRCH COMMUNICATIONS	391.72
9224	BRIDGEPORT NEWS BLADE	10.00
9225	BUGOFF PEST CONTROL LLC	100.00
9226	BUREAU OF EDUCATION & RESEARCH	4,751.00
9227	BUSY BEES PRESCHOOL	40.00
9228	CAPITAL BUSINESS SYSTEMS, INC	1,384.03
9229	CASH-WA DISTRIBUTING	1,147.81
9230	CHADRON RECORD	85.30
9231	CHADRON STATE COLLEGE	2,810.00
9232	CHARTER COMMUNICATIONS	48.98
9233	CHUCK ELLEY PRESENTATIONS	175.00
9234	CIRCLE C MART	111.58
9235	COLLEAUGES ON CALL	6,500.00
9236	COMMUNITY ACTION PARTNERSHIP-WN	18,665.00
9237	JOLEEN CONWAY	96.08
9238	DIANE COON	187.25
9239	THE COPIER NINJA	25.53

9240	MOLLY FUNK	8,000.00
9241	CORNHUSKER MARRIOTT HOTEL	208.00
9242	CORWIN PRESS	11,318.00
9243	CORWIN PRESS	10,500.00
9244	CRAWFORD CLIPPER/HARRISON SUN	32.00
9245	CULLIGAN	47.25
9246	CULLIGAN OF SCOTTSBLUFF	47.50
9247	CULLIGAN WATER CONDITIONING	14.95
9248	D. MARTIN-ESU #13	37.40
9249	DAS STATE ACCOUNTING - CENTRAL	449.62
9250	DAYLIGHT DONUT BAKERY	7.99
9251	STEVE DIEMOZ	845.30
9252	PAT DOBRY	192.60
9253	DOCU-SHRED, LLC	270.00
9254	DOMINO'S PIZZA	75.70
9255	DOUGLAS, KELLY, OSTDIEK & OSSIAN	253.75
9256	ED SERVICE UNIT NO 10	654.90
9257	ED SERVICE UNIT NO 13	7,033.40
9258	ED SERVICE UNIT NO 16	3,450.00
9259	EDUCATIONAL SERVICE UNIT NO. 13	3,796.53
9260	DON EGGING	599.20
9261	ELEVA-STRUM CENTRAL AREA SCHOOLS	2,000.00
9262	EMBASSY SUITES-LINCOLN	124.00
9263	ESSENTIAL ELEMENTS, LLC	180.00
9264	FINNEYS INC	13.98
9265	FRANK PARTS COMPANY	10.28
9266	FREMONT MOTOR COMPANY	703.54
9267	FRENCHMAN VALLEY COOP	1,317.43
9268	TERESA FROMAN	681.64
9269	GARDEN COUNY NEWS	30.00
9270	PERLA GARZA	134.77
9271	GERING COURIER	22.14
9272	GERING PUBLIC SCHOOLS	1,933.20
9273	GERING PUBLIC SCHOOLS	700.00
9274	GERING VALLEY PLUMBING AND HEATING	4,200.00
9275	KC GREEN	375.00
9276	CYNTHIA GUERUE	237.50
9277	TERESA HALLEY	7.50
9278	HAMPTON INN-LINCOLN AIRPORT	356.00
9279	JACK HARRIS	200.00
9280	HI PERFORMANCE CAR WASH	34.80
9281	JAYMIE HILLIARD	693.20
9282	HOME DEPOT CREDIT SERVICES	198.03
9283	HOMETOWN LEASING	646.95
9284	HRDIRECT	157.98
9285	HYANNIS AREA SCHOOLS	34.25
9286	IDEAL LINEN SUPPLY	1,593.29
9287	IDEAL LINEN SUPPLY	600.80
9288	INFINITE GRAPHICS	120.00

9289	JAYMAR BUSINESS FORMS INC	179.81
9290	BRAD JOHNSON	1,800.00
9291	PATRICIA JONES	816.64
9292	JOURNEYED.COM INC.	1,393.75
9293	DENITA JULIUS	302.00
9294	KIDS KORNER	336.00
9295	KIMBALL HEALTH SERVICES	1,900.00
9296	KSID RADIO	25.00
9297	LIL ANGELS PLAYHOUSE LLC	50.00
9298	LINCOLN PUBLIC SCHOOLS	187.50
9299	LR4, LLC	500.00
9300	MAILFINANCE	397.81
9301	DESIRA MARTIN	29.53
9302	KIM MARX	1,203.75
9303	DEBRA MASON	500.00
9304	MEAT SHOPPE	213.37
9305	MENARDS	228.39
9306	THOMAS MILLETTE	599.20
9307	MINATARE PUBLIC SCHOOLS	2,090.00
9308	MITCHELL PUBLIC SCHOOLS	3,420.00
9309	MOBIUS COMMUNICATIONS	215.04
9310	MORRILL PUBLIC SCHOOLS	3,230.00
9311	NDE EARLY CHILDHOOD TRAINING CENTER	125.00
9312	NE ASSOC FOR CURRICULUM E ASSOC FOR	15.00
9313	NEBRASKA SAFETY CENTER	525.00
9314	NEBRASKALINK	7,053.37
9315	NEOFUNDS BY NEOPOST	500.00
9316	NPPD	125.89
9317	NRCSA	350.00
9318	ONE SOURCE	132.00
9319	O'REILLY AUTOMOTIVE	198.84
9320	PANHANDLE COOP	1,885.84
9321	PANHANDLE COOP ASSOC.	2,529.93
9322	PANHANDLE HEALTH GROUP	192.00
9323	PERRY, GUTHERY, HAASE & GESSFORD	2,377.59
9324	PITNEY BOWES GLOBAL FINANCIAL	197.79
9325	PLATTE VALLEY CREAMERY	327.85
9326	PRAIRIE WINDS COMMUNITY CENTER	608.00
9327	RANDY'S AUTO CARE, LLC	97.21
9328	REGANIS AUTO CENTER	49.89
9329	RESTROOM DIRECT	1,452.50
9330	SHANA RUTHERFORD	510.34
9331	SCOTTS BLUFF CO. HANDI-BUS	99.00
9332	SCOTTS BLUFF COUNTY CONSOLIDAT 911	85.00
9333	SCOTTSBLUFF PUBLIC SCHOOLS	732.45
9334	SCOTTSBLUFF PUBLIC SCHOOLS	1,900.00
9335	SCOTTSBLUFF/GERING UNITED CHAMBER	250.00
9336	SIDNEY PUBLIC SCHOOLS	1,554.42
9337	SIDNEY REGIONAL MEDICAL CENTER	39.00

9338	SINCLAIR COMMUNITY COLLEGE	1,409.17
9339	SIOUX VILLA	100.00
9340	MICHELLE WEIMER	4,700.17
9341	SOLUTION TREE	5,200.00
9342	SONNY'S SUPER FOODS/BRIDGEPORT	703.15
9343	SONNY'S SUPER FOODS/SIDNEY	159.78
9344	STAPLES CREDIT PLAN	80.43
9345	STAR-HERALD	1,782.73
9346	ELIZABETH STILL	1,000.00
9347	TEAM CHEVROLET	150.92
9348	THOMPSON GLASS, INC	351.56
9349	ROSALENE TOLLMAN	864.03
9350	TWIN CITIES EARLY CHILDHOOD CENTER	2,043.46
9351	TWIN CITY ROOFING & SHEET METAL, INC.	416.40
9352	JAN VAN NEWKIRK	1,300.00
9353	VERIZON WIRELESS	1,250.41
9354	VERIZON WIRELESS	193.36
9355	VERIZON WIRELESS	169.12
9356	VERIZON WIRELESS	405.03
9357	VERIZON WIRELESS	166.76
9358	ETHAN VILLENEUVE	104.86
9359	VISA	12,847.97
9360	VOLUNTEERS OF AMERICA	503.12
9361	JODI WALKER	63.56
9362	KIM WATSON	187.50
9363	JEFFREY WEST	412.82
9364	WESTERN NE MOVING & STORAGE	200.00
9365	WNCC	956.75
9366	WESTERN NEBRASKA HOUSING	495.00
9367	WESTERN NEBRASKA OBSERVER	9.50
9368	WESTERN PLAINS BUSINESS SOLUTIONS	158.00
9369	WIZARDS CASTLE PUBLISHING COMPANY	2,750.00
9370	WESLEY WOOD	433.00
9371	BLACK HILLS ENERGY	916.45
9372	CARDMEMBER SERVICE	3,018.36
9373	CENTURYLINK COMMUNICATIONS	2,691.98
9374	CHASE CARD SERVICES	127.85
9375	CITY OF SCOTTSBLUFF	801.84
9376	CITY OF SIDNEY	170.61
9377	WESTERN STATES BANK	350,000.00
9378	BLACK HILLS ENERGY	1,010.22
9379	CHARTER COMMUNICATIONS	154.16
9380	CITY OF BRIDGEPORT	250.37
9381	NEBRASKA PUBLIC POWER DISTRICT	102.30
9382	VIAERO WIRELESS	393.51
TOTAL		1,317,866.94

Calendar

- **January 21-22, 2018** – Legislative issues Conference – Lincoln
- **January 22, 2018** – Budget & Finance Workshop – Lincoln
- **January 31, 2018** – ESU #13 Advisory Council Meeting- 10:00 AM - Cory Epler and Bryce Wilson, NDE
- **February 18-19, 2018 or February 25-26, 2018** – President’s Retreat – Lincoln or North Platte, respectively.
- **February 20, 2018** – Regular Board Meeting – 7:00 p.m. – ESU #13 Center
- **February 21-22, 2018** – Education Forum - Kearney

Public Forum: no items.

Reports:

Board Policy Committee report: Patricia Jones presented a recommendation for changes to the policy for Expenses and Authorization for Attendance at Education Workshops, Conferences, Training Programs, Official Functions, Hearings, or Meetings. The Board discussed the amendments and the policy will be presented at the February meeting for adoption. The proposed Service Animals policy was introduced to the Board Members. The Board members discussed the proposed policy. The proposed policy will be sent to our attorney, Jerry Ostdiek, for review and presented as a first reading in February.

Administrator’s report (Jeff West):

- At the next Board meeting, the Finance committee will meet prior to our regular Board meeting to open bids for metal siding/doors for the multipurpose room. They will also open bids for the 2017-2018 audit.
- Two new bills are being introduced by Senator Stinner that would impact ESU 13. LB801 (Day Treatment/Day School). There is no hearing date yet in the Education Committee. LB803 (NDE recertification bill) hearing is set for Monday, January 22, 2018.
- The State audit draft has been received. There is a 10 day window to respond with comments. Then, the State Auditors will publish the final report. We will provide the final report to the Board at the February meeting along with the exit report.
- Administrator evaluation tool examples were previously presented to the Board on September 19, 2017. After discussion, the Board will continue the same evaluation process this year and then review sample evaluations for the Administrator for next year.
- Our strategic planning process will begin in late spring. This will be a 2 – 3 year process. Dr. Larry Dlugosh will be facilitating this planning process. We will begin formalizing the list of 25-30 people to make up the strategic planning team. We will be utilizing Board members, superintendents and principals for this team.

- ESU has a Board Policy committee that will begin reviewing Board policy and presenting revised and/or new policy to the Board for adoption.

Old Business: None.

New Business:

Moved by Marsh seconded by Jones, that the Board approve ESU #13's current depositories as listed on the Treasurer's Report and give the Treasurer the latitude to shift money when in our best interest to do so. Aye: Marx, Millette, Sinner, Tollman, Coon, Diemoz, Dobry, Egging, Knapper. Nay: None. Absent: Richards. Motion passed.

Moved by Knapper, seconded by Tollman, that the Board approve Jerald Ostdiek as ESU #13's attorney. Aye: Millette, Sinner, Coon, Diemoz, Dobry, Egging, Jones, Marsh, Marx. Nay: None. Absent: Richards. Motion passed.

Moved by Sinner, seconded by Coon, that the Board authorize the Business Manager to pay credit cards, utilities and payroll between Board meetings. Aye: Tollman, Diemoz, Dobry, Egging, Jones, Knapper, Marsh, Marx, Millette. Nay: None. Absent: Richards. Motion passed.

Vice President Marx appointed members to sub-committees of the Board. Diane Coon will be added to the Policy sub-committee and Legislative Liaison sub-committee. Steve Diemoz will be added to the Legislative Liaison sub-committee.

Moved by Jones, seconded by Marsh, that the Board designate February and March regular meetings as videoconference meetings broadcast to Alliance, Hay Springs and Sidney. Aye: Sinner, Tollman, Coon, Diemoz, Dobry, Egging, Knapper, Marx, Millette. Nay: None. Absent: Richards. Motion passed.

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

Vice President Marx declared regular meeting adjourned. Next regular meeting will be held Tuesday, February 20, 2018, beginning at 7:00 PM at the ESU #13 Center, 4215 Avenue I, Scottsbluff, NE, and broadcast to videoconference sites at Alliance, Hay Springs, and Sidney.

Vice President

Secretary