

OFFICIAL MINUTES  
 REGULAR MEETING  
 BOARD OF EDUCATIONAL  
 SERVICE UNIT NO. 13

The regular meeting of the Board of Educational Service Unit No. 13 (ESU 13) was called to order by President Mark Sinner on Tuesday, November 8, 2022, at 7:00 PM at the ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE. The meeting notice was published in the Star-Herald on Thursday, November 3, 2022.

President Sinner 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, Don Egging, Tim Horn, Patricia Jones, Bill Knapper, Kim Marx, Tom Millette, Ray Richards, Mark Sinner, Dr. Caroline Winchester, Casper Ningen - Board member-elect, Dr. Laura Barrett - Administrator, Jodi Walker - Business Manager, and Desira Martin - Treasurer.

Absent: Diane Coon, Scott Marsh.

Moved by Egging, seconded by Diemoz, that absent Board members Scott Marsh and Diane Coon be excused. Aye: Horn, Jones, Knapper, Marx, Millette, Richards, Sinner, Winchester. Nay: none. Absent: Coon, Marsh. Motion passed.

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

Moved by Knapper, seconded by Marx, that consent action items be approved as listed (Minutes of October regular meeting, Treasurer's Report, Fund Balance Report, Budget Summary, Claims, and resignation of Ingrid Einspahr at the end of the 2022-2023 school year). Aye: Egging, Horn, Jones, Millette, Richards, Sinner, Winchester, Diemoz. Nay: none. Absent: Coon, Marsh. Motion passed.

The following General Fund claims were approved for payment:

<b>November, 2022 Claims</b>	
Salaries, Benefits	\$975,430.92
Prof. & Tech. Services; Mileage	\$94,579.12
Leases, Utilities & Maintenance	\$15,168.17
Copies, Postage, Telephone & Travel	\$83,384.29
Supplies, Materials, Software & other Util.	\$106,426.38
Bldg. Improvements, Furn., Equipment, Hardware, Vehicle Acquisition	\$0.00
Transfer for Investments	\$240,000.00
Dues, Fees & Ind. Costs	\$106,780.48
<b>Total</b>	<b>\$1,621,769.36</b>

Calendar items were noted.

No Public Forum.

Reports:

Krystie Hohnstein, Director of Head Start, presented the annual Head Start/Early Head Start Governance Training. Links to resources included Head Start Bylaws, Head Start Philosophy, and Early Childhood Knowledge Learning Center (ECKLC). Highlights of the presentation included:

- The Head Start Act of 2007 - describes the composition, roles and responsibilities of the Head Start/Early Head Start agency governing bodies and Policy Councils with regard to program design, planning, monitoring, and oversight.
- The Act, in conjunction with the Head Start Program Performance Standards, describes performance expectations regarding program governance. The Governing Body has legal and fiscal responsibility for the HS Agency
- Eligibility determination was reviewed.
- Management Systems Wheel
  - Leadership and governance encompass and inform the 12 management systems.
  - Program Management, Planning & Oversight Systems support program compliance and quality improvement
  - The 12 individual management systems work together to inform and influence the program's service delivery
  - The result of strong leadership and management along with well-designed services is high quality child and family outcomes
- Governing Body Reports
  - Monthly financial statements/credit card expenditures
  - Monthly program information summaries
  - Enrollment, strategic planning and needs assessment
  - Financial Audit, Annual Self-Assessment and results
  - Communication and guidance from OHS
  - Results from Federal Review and follow up
  - Funding application
- The Current Head Start Continuation Grant focus areas:
  - EHS Reduction from 84 to 72
  - Continued increase in Mental Health Services
  - Birth to Five School Readiness Plan
  - Head Start Five Year Goals
    - Goal #1 - the program will be responsive to the growth and developmental needs of staff, children, families, and the community.
    - Goal #2 - heighten program support for family well-being.
    - Goal #3 - the program will enhance management systems to support service delivery to staff, children and families.
    - Goal #4 - (added June 2022) - the program will enhance efforts to support Dual Language Learners.

Head Start Director's Report for October - No discussion.

Administrator's Report Highlights:

- Preliminary school designations have been given to schools for review from the Nebraska Department of Education in accordance with state and federal law. Professional Learning Director Deirdre Amundsen will be present at our December board meeting to share information on these designations.
- We are going to request bids to complete the HVAC project that was delayed from last year due to the lack of bids. This will condition the rest of the 2nd floor off the existing new RTU, replace the 2nd floor ceiling and update lighting and fire detecting equipment. We will have a Buildings & Grounds Committee meeting prior to the December meeting to review bids.
- The ESU Midwinter Conference is Monday, February 20. Our topics for that are generated out of feedback from our schools. This year they asked for sessions to help students who struggle academically and behaviorally. There are sessions for all academic areas including Career and Technical Education strands. We will have sessions focused on social emotional learning, wellness, school safety and much more.

Board Committee Reports: President Sinner asked Board members to review their current Committee assignments. Updated titles and duties of Committees for 2023 were given. Board members will inform President Sinner of their Committee choice(s) at the December meeting. Appointments to Committees will take place at the January reorganizational meeting.

Board Member Comments: Board member elect Casper Ningen thanked Don Egging for his years of service as an ESU 13 Board member. Ray Richards informed the Board that the ESU 13 Educational Foundation had their first meeting on October 26th.

**Business:**

Moved by Knapper, seconded by Egging, that the Board approve the amendments to Board Policy Article 4, Section 13 Travel Policy, C2c., D3b. and D3c. Aye: Horn, Jones, Marx, Millette, Richards, Sinner, Winchester, Diemoz. Nay: none. Absent: Coon, Marsh. Motion passed.

Moved by Millette, seconded by Winchester, that the Board approve the submission of the Head Start/Early Head Start Continuation Grant in the amount of \$3,445,511. Aye: Jones, Knapper, Marx, Richards, Sinner, Diemoz, Egging, Horn. Nay: none. Absent: Coon, Marsh. Motion passed.

Moved by Horn, seconded by Jones, that the Board approve the revised Head Start By-Laws and Program Philosophy. Aye: Knapper, Marx, Millette, Richards, Sinner, Winchester, Diemoz, Egging. Nay: none. Absent: Coon, Marsh. Motion passed.

Board discussion was held regarding the Nebraska Cyber Security Network Cooperative Agreement draft. It is the consensus of the Board to continue exploration of Cyber Security support.

Mr. Knapper left the meeting at 8:00 PM.

Moved by Sinner, seconded by Richards, that the Board move into Executive Session for the purpose of the administrator's evaluation with members of the Board, Board member elect, Casper Ningen, and the administrator present. Aye: Marx, Millette, Winchester, Diemoz, Egging, Horn, Jones. Nay: none. Absent: Coon, Knapper, Marsh. Motion passed. Board moved into executive session at 8:00 PM.

Moved by Sinner, seconded by Richards, that the regular meeting reconvene. Aye: Marx, Millette, Winchester, Diemoz, Egging, Horn, Jones. Nay: none. Absent: Coon, Knapper, Marsh. Motion passed. The regular meeting reconvened at 8:13 PM.

Moved by Winchester, seconded by Egging, that the above listed minutes be approved as read. Aye: Millette, Richards, Sinner, Diemoz, Horn, Jones, Marx. Nay: none. Absent: Coon, Knapper, Marsh. Motion passed.

President Sinner declared the regular meeting adjourned. Next regular meeting will be held on Tuesday, December 20, 2022 at ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE.