

Policy Council Meeting
3-30-20 Scheduled Meeting
Submitted by: Kerry Mehling

Due to the COVID-19 ESU#13 Closure, correspondence for the March 30, 2020 scheduled Policy Council meeting took place as follows:

- All meeting information was mailed to all Policy Council representatives and proxies on Monday, March 23rd. Members were also sent an email on this same date to give some direction as to how the process would be handled this month (*document in PC Notebook*). Members were given a deadline for voting responses as March 30, 2020 as this was the date of the originally scheduled meeting. Contact information for Donna Jenne, Kerry Mehling and Pam Hebbert was included in the physical packet as well as the electronic format.
- A follow-up email was sent to all Policy Council representatives and proxies on March 30, 2020 in hopes that all members had received their packets in the mail. This email was an effort to receive voting responses per the agenda items and reach out in order to respond to any questions that may have come up following the packet review by the Policy Council member (*document in PC Notebook*). Follow-up was also completed at this time with family advocates and home educators who might be able to assist in contacting their representative.
- Another follow-up email was sent to all Policy Council representatives and proxies on April 2, 2020. This email reminded members of the importance of their response and continued service on the Policy Council and gave further information and reminders for voting responses (*document in PC Notebook*).
- Follow-up phone calls took place to representatives on 4-6-20 who had not yet responded via email. For members who stated that they did not receive a packet via the mail, the information was included electronically in an individual email to them (*document in PC Notebook*).

Member responses for agenda action items received via email or phone call: Mattie Bauer, Kathrine Macintosh, Kelsey Duffield, Gina Aguallo, Jeanne Ogden, Brittany Crofutt, Lori Lore, Perla Lara, Veronica Ramirez Venzor.

*****Each of the members listed responded via email or phone with an approval vote on all action agenda items for the March 30, 2020 Policy Council meeting. Email responses were saved for documentation purposes.***

Staff email contacts given to members: Kerry Mehling, Donna Jenne, Pam Hebbert

Staff remote office phone contact given to members: Kerry Mehling

Members reviewed the minutes from the February meeting. **Nine member votes were collected to approve the February 2020 minutes.**

Director's Report:

All members received copy of the Director's report. Donna included a narrative of the report with member packets for review.

Finance Report:

All members received a copy of the Finance Reports for February 2020. Pam Hebbert, Fiscal Officer, provided the reports. The credit card report and the USDA report of reimbursement for February 2020 were also included. **Nine member votes were collected to approve the February 2020 Finance Reports including the USDA report of reimbursement and the credit card report.**

Board Report:

The Board of Education Official Minutes for the March 17, 2020 meeting were included in the packets for member review.

Old Business: None**New Business:**

Disability & Transition Written Plan Review: The Disability & Transition Written Plans were updated and included in packets by Special Services Manager, Maria Pineda. **Nine member votes were collected to approve the Disability & Transition Written Plans as presented.**

Mental Health Written Plan Review – The Mental Health Written Plans were updated and included in packets by Special Services Manager, Maria Pineda; Education Manager, Krystie Hohnstein; and Director, Donna Jenne. **Nine member votes were collected to approve the Mental Health Written Plans as presented.**

Education Written Plan Review: The Education Written Plans were updated and included in packets by Education Manager, Krystie Hohnstein. **Nine member votes were collected to approve the Education Written Plans as presented.**

Child Outcomes and School Readiness Goals Discussion: *This topic was tabled to the April Policy Council Meeting due to the large amount of information being sent out to members and the inability to meet in person this month.*

2019-2020 New 5 Year Grant Update:

No new updates on the 5-year Grant Approval. The program is still awaiting final approval of the grant application and will update Policy Council as soon as information is received from the Regional Office.

Employment Openings were included in all member and proxy packets. Openings included:

MTSS Regional Facilitator – Scottsbluff area
 Outreach Consultant for Day Treatment Program – Scottsbluff
 School Mental Health Provider – ESU13 service district
 Early Childhood Teacher 2020-2021 School Year – Scottsbluff area
 Special Education Classroom Teacher 2020-2021 School Year – Scottsbluff area
 School Psychologist – Scottsbluff area
 Speech/Language Pathologist – Scottsbluff, Sidney, Chadron
 Substitute Job Coaches for the 2019-20 school year – LifeLink
 Substitute Teachers for the 2019-20 school year – Meridian and LifeLink
 Substitute Paraeducators for the 2019-20 school year – Meridian
 Migrant Education Service Provider – Sioux, Dawes, and Sheridan Counties in NE
 Title 1C Education Program Tutor – Varying locations in provider district

New Hires:

No New Hires to report for March 2020.

Center Reports: No center reports this month. Collection will take place with classroom staff.