

BOARD OF EDUCATIONAL SERVICE UNIT NO. 13 (ESU 13)

Tuesday - April 20, 2021

Location - ESU 13 Sidney Satellite Office, 361 College Drive, Sidney, Nebraska

In accordance with the Governor's Executive Order No. 21-02 (Coronavirus - Continued Limited Waiver of Public Meetings Requirements), some members of the Board will be participating in the meeting by Zoom connection.

**Dinner - 5:00
Regular Meeting - 5:30 PM**

A. Call to Order

1. Meeting is governed by the Nebraska Open Meetings Act as posted.
2. The ESU 13 Board reserves the right to rearrange the order of the agenda.
3. The ESU 13 Board reserves the right to convene an executive session in accordance with § 84-1410.

B. Excuse Absent Board Member(s) (Motion Necessary for Approval)

C. Approval of Agenda (Motion Necessary for Approval)

Consent Action Items (Motion Necessary for Approval)

- Minutes of Meeting (March regular meeting)
- Treasurer's Report
- Fund Balance
- Budget Report
- Claims for Disbursement
- Approval of attendance for educational workshops, conferences, training programs, official functions, hearings, or meetings

Calendar

- **April 22, 2021** - Meridian Program Tree Planting - 9:30 AM (ESU 13)
- **April 28, 2021** - ESU 13 Administrative Advisory Council Meeting - 11:30 AM -2:00 PM (lunch provided)
- **April 28, 2021** - Panhandle Beginnings Ribbon Cutting and Open House - 3:00-4:30 PM
- **May 7, 2021** - LifeLink Graduation - 1:30 PM (HARMS Center-Plex)
- **May 12, 2021** - NASB Legislative Session Update 11:00 AM MST - Virtual
- **May 14, 2021** - Meridian Graduation - 1:30 PM (Conference Rooms B & C)
- **May 18, 2021** - Regular Board Meeting (Harms Center)

Public Forum

- Time limit for each person is three (3) minutes; no response or action taken by the Board.

Reports

- Strategic Plan Goal #5 Update - Nici Johnson and Donna Jenne
- Survey Data - Amy Trauernicht
- Budget & Finance Workshop - April 7, 2021 (Diemoz)
- Head Start Director's Report and Policy Council Report for March (uploaded to the Board Material webpage); Focus Area One Federal Review update
- Administrator's Report ([Appendix A](#))
- Board Member Comments

D. Old Business - None

E. New Business

1. Interim Administrator Contract

At the March meeting, the Board approved the appointment of Dr. Laura Barrett as ESU 13's Interim Administrator for the period of July 1, 2021 - June 30, 2022. The Board President is recommending a \$150,000 salary. The contract has been uploaded to the Board Materials webpage.

Recommendation: Move to approve the recommendation of the Board President for the contract with Interim Administrator, Dr. Laura Barrett, for the period of July 1, 2021 - June 30, 2022 in the amount of \$150,000.

2. Revision and Updated Head Start Policies and Procedures

As per the Performance Standards, we need Board approval of revised Policy and Procedures. The revised Disability & Transition Written Plan, Mental Health Written Plan, and Education Written Plan have been uploaded to the Board Materials webpage. Policy Council approved these items at their meeting on March 30, 2021.

Recommendation: Move to approve the revised Head Start Disability & Transition Written Plan, Mental Health Written Plan, and Education Written Plan.

3. Head Start COLA Increase

Head Start/Early Head Start requests a motion to approve that the 1.22% Cost of Living Allowance (COLA) in the amount of \$39,807.00 being offered by the Department of Health and Human Services' Administration for Children and Families be used in its entirety to support a 2.6% increase in pay for Head Start employees.

Recommendation: Move to approve the 1.22% Cost of Living Allowance (COLA) increase for Head Start and Early Head Start employees that is being offered by the Department of Health and Human Services' Administration for Children and Families.

4. Local Substitute Teaching Permit

NDE issues Local Substitute Teaching Permits that are valid for three years and limited to ninety (90) days of teaching in any school year. The permit requires a minimum of 60 semester credit hours of college coursework with at least one course in professional education and a written request from a Superintendent or Administrator for issuance of the permit. ESU 13 uses substitute teachers in our student programs and would like Board approval for the use of Local Substitute Teaching Permits.

Recommendation: Move to approve the use of Local Substitute Teaching

Permits for our student programs.

5. Proposed 2021-2022 Calendars for LifeLink, Meridian, Panhandle Beginnings, and VALTS

The proposed 2021-2022 calendars for LifeLink, Meridian, Panhandle Beginnings, and VALTS have been uploaded to the Board Materials webpage. They are ready for approval.

Recommendation: Move to approve the proposed 2021-22 calendars for Lifelink, Meridian, Panhandle Beginnings, and VALTS.

6. Certified Employee Contract

We have offered a 2021-2022 certified employee contract to Irma Rios as a Special Education teacher in the Meridian Program. She earned her Master's Degree as a Reading Specialist and then received her endorsement in Special Education K-6 from Concordia University. Currently, she is a special education teacher at Leyton Public Schools.

Recommendation: Move to approve the certified employee contract with Irma Rios.

7. Contract Change

At the March meeting, the Board approved a certified teacher contract for Deirdre Amundsen for the position of Professional Learning Coordinator. Deirdre applied for the position of Director of Professional Learning and has accepted ESU 13's offer. A new certified Director Contract will be provided for the 2021-22 school year.

Recommendation: Move to approve the certified Director Contract for Deirdre Amundsen.

8. Certified Employee Resignation

Jadie Beam, Director of Professional Learning, has submitted her resignation effective June 30, 2021. Jadie states "I will cherish my eight years at ESU and the opportunities they have provided me to grow as an individual but most importantly, a team player." Jadie's full resignation letter has been uploaded to the Board Materials webpage.

Recommendation: Move to accept the resignation from Jadie Beam, Director of Professional Learning, effective June 30, 2021.

9. Certified Employee Resignation

Peggy Coulter, Meridian and LifeLink teacher, has submitted her resignation effective May 24, 2021. Peggy says "I have enjoyed my time here and am honored to have had the opportunity to be a part of the lives of so many children over the past 22 years." Peggy's full resignation letter has been uploaded to the Board Materials webpage.

Recommendation: Move to accept the resignation from Peggy Coulter, Meridian and LifeLink teacher, effective May 24, 2021.

10. Certified Employee Resignation

Alexandra Clear, Head Start certified teacher, has submitted her resignation effective May 24, 2021. Alexandra states "My time with ESU 13 has taught me many valuable lessons. Thank you for the opportunity to work here this year."

Recommendation: Move to accept the resignation from Alexandra Clear, Head

Start certified teacher effective May 24, 2021.

11. Payroll Dates for 2021-2022

The following 2021-2022 payroll dates are proposed:

Friday	September 3, 2021
Tuesday	October 5, 2021
Friday	November 5, 2021
Friday	December 3, 2021
Wednesday	January 5, 2022
Friday	February 4, 2022
Friday	March 4, 2022
Tuesday	April 5, 2022
Thursday	May 5, 2022
Friday	June 3, 2022
Tuesday	July 5, 2022
Friday	August 5, 2022

Recommendation: Move to approve the 2021-2022 payroll dates.

12. Carpet/Floor Materials for HVAC Improvements and Computer Lab Renovations

In January, the Board approved the bid from Anderson-Shaw for the HVAC upgrade and Computer Lab renovation. As stated on the bid summary, the amount of the bid did not include the carpet/flooring materials. We have received a quote from Milliken & Company for the materials in the amount of \$17,334.74.

Recommendation: Move to approve the quotation from Milliken & Company for the carpet/flooring materials in the amount of \$17,334.74.

13. Cytek Proposal for DL System-Harms Center

With the expansion of the VALTS and LifeLink programs at the Harms Center, we have a growing need for another Zoom equipped classroom. Last summer, we upgraded Classroom 187. This proposal would upgrade Classroom 185 with the same Zoom equipment. This proposal includes cameras, ceiling microphones and speakers, and all the Zoom integration hardware. Since this is a single installation, the cost for installation is higher than last year when we had Cytek in town for a number of projects. The cost of the project is \$35,158.00. The project will be funded 50% by Nebraska Education-Based Medicaid Administrative Claiming (NEBMAC) funds and 50% by VALTS.

RECOMMENDATION: Move to accept the proposal from Cytek for the Zoom upgrade in Classroom 185 at the Harms Center in the amount of \$35,158.00.

F. Approval of Minutes (Motion necessary for Approval)

G. Adjournment

Appendix A

Administrator Notes

April 2021

ADA Sidewalk to Access Meridian Playground

While Anderson-Shaw Construction is on site completing concrete work for the HVAC Project, they will also pour an ADA accessible sidewalk that will provide much needed access for our students who use wheelchairs to access the Meridian playground. A few years ago, a swing for wheelchair bound students was installed; however, access has been limited due to the absence of a sidewalk connecting to the swing. In addition, this would allow students who use wheelchairs for movement to be a part of other play on the playground. Students could then be included in a game of catch or take a walk with peers or staff. Additionally, for the last few years, the annual ALICAP Inspection Report has noted that we should extend the sidewalk to the playground equipment area. Baker & Associates provided the design and reviewed the costs. The cost of this change order is \$13,112.

Building/Grounds Committee

Baker & Associates have completed the Facilities Assessment Report. I would like for them to present a summary of their findings to the Building/Grounds Committee prior to the May 18th Board Meeting. Would it work for the committee to meet at 6:00 PM?

Summer Services Contract with ESU 9

ESU 13 will be contracting with ESU 9 for 25 days of summer services for Teacher of the Deaf from May 25th-June 30th for the Central Western Nebraska Partnership.

EC MTSS Implementation Facilitator/Early Learning Connection Coach Consultant

This new position is a one year pilot project for Region 5 (ESU 13, 15 and 16) which will attempt two things:

1. To bring the MTSS process being used in local schools, down to the PreK level, either within district PreK classrooms or in partnership with community preschools or both. This role will be supported by NeMTSS Special Education funds at .5 FTE.
2. To provide a systems approach to supporting coaches, throughout Region 5, that have common local coaching initiatives such as Sixpence CCPs, Rooted in Relationships/Pyramid, Step Up to Quality, etc. This role will be supported by the NDE Office of Early Childhood funds at .5 FTE.

High Plains Psychology Internship Consortium

The High Plains Psychology Internship Consortium has matched two interns for our Psychological and Behavioral Health Department. We will be welcoming Rachael Koppel and Jamie Sato for the upcoming school year.

Vehicle Fleet Mileage

Uploaded to the Board Materials is a spreadsheet with recent mileage counts for all ESU 13 vehicles, except for those owned by Head Start. The vehicles highlighted in red are in the process of being sold. After the sale of the three vehicles is completed, 18 of our 38 vehicles will have over

155,000 miles with seven of those 18 having more than 215,000 miles. For the last two fiscal years, the transportation budget has been developed with the understanding that we would replace three vehicles per year. For your approval at the June Board Meeting and to be paid out of the 2021-2022 fiscal year, we will be bringing bids forward for the purchase of two sedans.

SBPS/GPS/ESU 13 Emergency Response Simulation Drill

For the first time, ESU 13, Scottsbluff Public Schools, and Gering Public Schools will be participating in a joint Emergency Response Simulation. The drill has been set for the morning of Monday, May 10th. The exercise will involve local responders, such as Scottsbluff and Gering Police and Fire Departments, Scotts Bluff County Sheriff, Communication Center, etc. First responders will participate in the drill, observe practices, and provide feedback. Scottsbluff Public Schools have been conducting their own drill for approximately 10 years, so I am excited to have the simulation expanded to include Gering Schools and ESU 13.