

**BOARD OF EDUCATIONAL SERVICE UNIT NO. 13
TUESDAY - July 21, 2020
Location - ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE**

**Video Conference Sites:
ESU 13 Satellite Office - 1114 Toledo, Sidney, NE
Alliance Public Schools Adm. Bldg. - 1604 Sweetwater, Alliance, NE
Hay Springs High School - 407 N. Baker, Hay Springs, NE
Hemingford High School - 911 Niobrara Avenue, Hemingford, NE
Chadron State College - Miller Hall, 1000 Main Street, Chadron, NE**

**To Join by Zoom:
<https://zoom.us/j/97891975004>**

Meeting ID: 978 9197 5004

7:00 PM - Regular Meeting

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 Regular Meeting (June 2020)
- Treasurer's Report
- Fund Balance
- Budget Report
- Claims for Disbursement
- Staff Travel

Calendar

- August 14, 2020 - ESU 13 All Staff In-Service (Gering Civic Center), 9:00 AM
- August 18, 2020 - Regular Board meeting
- August 25, 2020 - ESU 13 Advisory Committee Meeting, ESU Conference Rooms, B/C, 2:00 PM
- August 25, 2020 - NASB Area Membership Meeting - Gering Civic Center
- December 2-5, 2020 - AESA Annual Conference - Orlando, FL

Public Forum:

- Time limit for each person is three (3) minutes.

Reports

- Dr. Katie Carrizales, Behavior and Mental Health Director - Department Overview
- Head Start Director’s Report and Policy Council Activity Report for June (Uploaded to the Board material webpage)
- Administrator’s Report ([Appendix A](#))
- Board Member Comments

D. Old Business - None

E. New Business

1. Ratification and Affirmation of Previous E-Meetings

In order to avoid any potential legal argument regarding the Governor issued Executive Order 20-03 allowing public boards to meet virtually, we request the following action recommended by Perry Law Firm.

Recommendation: Move to ratify, affirm and approve all actions, votes, motions, decisions, notices, minutes and all other matters addressed, approved or otherwise acted upon by this Board of Education at all meetings that occurred during the months of March, April, May and June as set forth fully and incorporated herein entirely by this reference.

2. ESU 13 Employee Handbook, Meridian Student Handbook, LifeLink Student Handbook and VALTS Student Handbook.

The 2020-2021 Employee Handbook, Meridian Student Handbook, LifeLink Student Handbook and VALTS Student Handbook have been revised and are ready for Board approval. All handbooks were emailed to the Board members and uploaded to the Board Member materials page on the website.

RECOMMENDATION: Move to approve the 2020-2021 ESU 13 Employee Handbook, Meridian Student Handbook, LifeLink Student Handbook and VALTS Student Handbook.

3. Copier for Sidney Office

Requests For Proposal were sent out for two printer/multi-function copiers for the Sidney office. The bids were received and opened on July 10th. The bid results are below, however, the table only shows purchase price and lease price. The Request for Proposal and actual bids have been uploaded to the Board materials webpage for further consideration.

Business Name	Model #	Purchase Price	Lease Price/60 Months	Monthly Maint/Service
Eakes Office	MX-6071	\$16,559.00	\$315.00	\$598.00
Capital	Canon iRA C5560i iii	\$ 8,400.00	\$191.52	\$150.00

Recommendation: Your decision.

4. Revision and Updated Head Start Policies and Procedures

As per the Performance Standards, we need Board approval of revised Policy and Procedures. The revised Health Written Plan and Family & Community Partnerships Written Plan have been uploaded to the Board material webpage. Policy Council approved the plans on June 30, 2020.

Recommendation: Move to approve the revised Head Start Health Written Plan and Family & Community Partnership Written Plan.

5. Certified Employee Resignation

Madison Junker, LifeLink Teacher, has submitted her resignation for the 2020-2021 school year. Madison is moving to Greeley, Colorado.

Recommendation: Move to approve the resignation of Madison Junker.

F. Approval of Minutes (Motion necessary for Approval)

G. Adjournment

Administrator Notes

July 2020

Sidney Office Construction Project Update

Andrew will provide an update on progress of the ESU 13/WNCC – Sidney Office construction project. The budget for this project included \$100,000 for contingencies. There have been no change orders in the past month. As of Friday, July 17th, \$91,648.57 remained in this account.

Facility Team Projects

Over the course of the last couple months, the Facility Team has coordinated the work of four projects, none of which total cost required Board approval. The completion of these projects was a joint effort of in-house work and utilizing local contractors.

- Meridian School Multipurpose Room - A half wall was constructed that provides a separation for a sensory space. Carpet was installed in the sensory space, and new LVT vinyl plank flooring was laid in the Multipurpose Room.
- Sprinkler System Expansion - The sprinkler system was expanded along 42nd Street from the south parking entrance to the Stop sign near Highway 71. Previously, a hose had to be run across the entrance off 42nd Street. Prior to the 42nd Street expansion, this area was a deep barrow pit.
- Meridian School - A Regulation Room (approximately 63 SF) was constructed in the current teacher's office.
- In the former administration area, an unused bathtub, shower, and wall were removed which allowed for the enlargement of an office space that can now be shared by four itinerant staff members.

VALTS Summer School

The VALTS Summer School distance learning program wrapped up on Friday, June 26th. A total of 305 credits (5 credits per course) were earned by 29 students, which does not include Odysseyware classes.

High Plains Psychology Internship Consortium (HPPIC)

Due to the hesitancy of students to relocate to our area because of COVID-19, ESU 13 will not have an intern for the above consortium. Dr. Katie Carrizales will be contracting with Options in Psychology to utilize the services of their intern one day a week for services at Bayard Public Schools.

Board Finance Committee Meeting for Budget Review

As we have done in past years, I would like to meet to go over the 2020-2021 budget. We would like to try for Friday, September 4th. It is possible that I will be in Kearney on the 3rd for ESUCC, if the meeting is not virtual. The Budget Document will be ready by then. Please check your calendars to see if this date will work.