

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

Tuesday - June 15, 2021

Location - Harms Center, 2620 College Park - Room 188, Scottsbluff, NE

Dinner - 6:30 PM

Regular Meeting - 7:00 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 (May 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

- **July 20, 2021** - Regular Board meeting
- **August 17, 2021** - Regular Board meeting
- **August 24, 2021** - NASB Area Membership Meeting - Gering

Public Forum

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

Reports

- Head Start Director's Report for May (uploaded to the Board Material webpage). Policy Council did not meet in May.
- Administrator's Report ([Appendix A](#))
- Board Member Comments

D. Old Business - None

E. New Business

1. **Board Policy Revision - Article 1 - Section 6.C.2.d-e. (Administration)**

Board Policy revision approval is being requested to better describe the duties of the Administrator regarding the overall management of staff, specifically employment related responsibilities. The Policy Committee has reviewed the changes. The updated version has been uploaded to the Board Materials webpage with the revision shown in red.

Recommendation: Move to approve the revision of Article 1 - Section 6.C.2.d-e. (Administration).

2. **Board Article Revision - Article 2, Section 8 (Board Meetings)**

Board Policy revision approval is being requested to conform with LB 83 which modernizes the Open Meetings Act's reference to electronic meetings. This revision is suggested by Perry Law Firm in their annual policy service update. The Policy Committee has reviewed the changes. The updated version has been uploaded to the Board Materials webpage with the revision shown in red.

Recommendation: Move to approve the revision of Board Policy Article 2, Section 8 (Board Meetings).

3. **Board Article Revision - Article 3, Section 5 (Purchasing) and Article 6, Section 5 (Student Health)**

Board Policy revision approval is being requested to update the procurement plan and code of conduct utilizing NDE language. This revision is suggested by Perry Law Firm in their annual policy service update. This policy appears in both sections. The Policy Committee has reviewed the changes. The updated version has been uploaded to the Board Materials webpage with the revision shown in red.

Recommendation: Move to approve the revision of Board Policy Article 3, Section 5 (Purchasing) and Article 6, Section 5 (Student Health).

4. **Board Policy Revision - Article 4, Section 4 (Fitness for Duty) and Article 5, Section 2 (Section 504 Compliance)**

Board Policy revision approval is being requested to consolidate the ADA Coordinator position with the Section 504 Coordinator position. The revision is necessary due to the change of Dr. Laura Barrett's position. The updated version has been uploaded to the Board Materials webpage with the revision shown in red.

Recommendation: Move to approve the revision of Board Policy Article 4, Section 4 (Fitness for Duty) and Article 5, Section 2 (Section 504 Compliance).

5. **Board Policy Revision - Article 5, Section 1 (Non-Discrimination)**

Board Policy revision approval is being requested to change the Non-Discrimination Compliance Coordinator from Dr. Laura Barrett to Danielle Cole. The revision is necessary due to the change of Dr. Laura Barrett's position. The updated version has been uploaded to the Board Materials webpage with the revision shown in red.

Recommendation: Move to approve the revision of Board Policy Article 5, Section 1 (Non-Discrimination).

6. **Proposed Board Policy - Article 3, Section 4 (Funds Management)**

NDE is conducting monitoring visits or "Fiscal Desk Reviews" for federal grant funds. Pursuant to 2 C.F.R. (Code of Federal Regulations) § 200.303, NDE has

been asking for written internal controls and Policies and Procedures. In their Annual Policy Update, Perry Law Firm has added language to reflect these regulations. This language is new to our Board Policy. The Policy Committee has reviewed the changes. The updated version with the new policy has been uploaded to the Board Materials webpage noted in red.

Recommendation: Introduction only. No action required.

7. Contract for Consultative Medical Services for MIPS

Yearly, the Board is asked to approve a contract with Cynthia Guerue, M.D. for consultative medical services for our Medicaid in Public Schools (MIPS) program. Her fee remains at \$50 per hour, not to exceed \$2,400 for the term of the contract (August 1, 2021-July 31, 2022).

Recommendation: Move to approve the contract for consultative medical services for MIPS with Dr. Cynthia Guerue.

8. Interim Head Start Director

Due to the resignation of our Head Start Director, ESU 13 opened the position internally to find a candidate to serve as the Interim Director. A letter from our Board President was sent to Region 7 who approved the appointment of Krystie Hohnstein as the Interim Head Start Director. Hiring an Interim Director will give ESU the opportunity to evaluate the current structure of the Head Start/Early Head Start program. Krystie will begin on June 5, 2021 and serve through the end of the current grant year, March 31, 2022. Krystie comes highly qualified as she has been the Education Manager for the Head Start program for the last 4+ years. She is currently seeking her Masters in Early Childhood Special Education and was the previous director at a community childcare program for seven years.

Recommendation: Move to approve Region 7’s appointment of Krystie Hohnstein as Interim Director of the Head Start program.

9. Panhandle Beginnings Day Treatment, Meridian, and LifeLink Student Handbooks

The 2021-2022 Panhandle Beginnings Day Treatment, Meridian, and LifeLink Student Handbooks have been updated and revised to reflect updated Board Policy. These handbooks were emailed to Board members and uploaded to the Board Materials webpage.

Recommendation: Move to approve the 2021-2022 Panhandle Beginnings Day Treatment, Meridian, and LifeLink Student Handbooks.

10. Vehicle Purchases

Following up on the discussion at the May Board meeting regarding ESU 13’s need for replacement vehicles, Requests for Public Bids for one new model 4-5 passenger midsize AWD, and two new model intermediate four door sedans were solicited. Team Auto Center was the only bid and was opened on the bid deadline of June 9th. The bid result is below:

New Model 4-5 Passenger Midsize AWD Vehicle		
Vendor	Type	Bid Amount
Team Auto Center	2021-2022 Chevrolet Equinox	\$24,324

Two New Model Intermediate Four Door Sedans		
Vendor	Type	Bid Amount
Team Auto Center	2021-2022 Chevrolet Malibu	\$18,699 each

Recommendation: Move to approve the Administrator’s recommendation to purchase one 2021-2022 Chevrolet Equinox from Team Auto Center for \$24,324 and two 2021-2022 Chevrolet Malibu vehicles from Team Auto Center for a total of \$37,398.

11. Addendum to Carpenter Center Lease

The original Lease Agreement for The Terry and Hazeldeane Carpenter Intergenerational Center was approved by the Board on May 19, 2020. Dr. Katie Carrizales is requesting a two year extension on the lease for the location of the Panhandle Beginnings Day Treatment program. Matt Carpenter received approval from the Carpenter Center Board regarding the two year extension. The rent rate will remain the same at \$5,000 per month. An addendum to the original lease has been uploaded to the Board member webpage.

Recommendation: Move to approve the addendum to The Terry and Hazeldeane Carpenter Intergenerational Center lease for a two year extension for the location of the Panhandle Beginnings Day Treatment program.

12. Employee Handbook

The 2021-2022 Employee Handbook has been updated and is ready for Board approval. The Employee Handbook was emailed to Board members and has been uploaded to the Board Materials webpage.

Recommendation: Move to approve the 2021-2022 Employee Handbook.

F. Approval of Minutes (Motion necessary for Approval)

G. Adjournment

Appendix A

Administrator Notes

June 2021

Core Service Dollars

For the 2021/2022 school year, ESU 13 will receive \$899,343.58 in core service dollars. In comparison, in 2020/2021 we received \$880,902.32 and in 2019/2020 we received \$851,409.78.

Rule 11 Compliance Efforts Update

Similar to last year around this time, a summary of ESU 13's efforts towards compliance with Rule 11 as well as the required supporting evidence was submitted to Dr. Blomstedt and Melody Hobson. On Friday, June 4th, the State Board of Education approved the waiver request.

Accreditation for 2021-2022

We received official notification that the State Board of Education voted at their meeting on May 7, 2021, to grant the Commissioner of Education the authority to approve our application and classify ESU 13 as accredited based on our assurance of compliance with the provisions of Rule 84. This status is in effect for the period of July 1, 2021 through June 30, 2022.