

BOARD OF EDUCATIONAL SERVICE UNIT #13
Tuesday – September 17, 2019
Location – ESU 13 Center, 4215 Avenue I, Scottsbluff, NE

***Dinner – 6:30 PM**

BUDGET HEARING – 7:00 PM

1. Call to Order

- Hearing is governed by the Nebraska Open Meetings

2. Review of ESU #13 Budget Document for 2019-2020

Governing body will meet for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the proposed 2019-2020 budget for the operation of ESU #13 (§ Sections 13-501 to 13-513)

3. Adjournment

TAX REQUEST HEARING – IMMEDIATELY FOLLOWING

1. Call to Order

- Hearing is governed by the Nebraska Open Meetings Act as posted.

2. Review of *Resolution* Setting the ESU #13 2019-2020 Final Tax Request

Governing body will meet for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to setting the proposed final tax request at a different amount than the prior year tax request. The Board of ESU #13 must pass by a majority vote a Resolution setting the tax request (§ Section 77-1601.02).

Year	Tax Request	Levy	Valuation
2018-2019	\$1,651,110.63	.01398187	\$11,808,934,809
2019-2020	\$1,767,449.50	.01499326	\$11,788,290,519

3. Adjournment

REGULAR MEETING – IMMEDIATELY FOLLOWING

1. Call to Order

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

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

3. Approval of Agenda (Motion Necessary for Approval)

Consent Action Items (Motion Necessary for Approval)

- Minutes of Regular Meeting (August 2019)
- 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

- **September 25, 2019** – Administrative Advisory Council Meeting – ESU 13 Conference Rooms – 9:00 AM, round table discussions; 10:00 AM, regular meeting.
- **October 11, 2019** – All staff in-service – HARMS Center – 9:00 AM
- **October 15, 2019** – Regular Board meeting
- **November 20-22, 2019** - NASB State Education Conference – CHI Health Center Downtown Omaha (Diemoz, Marx)
- **December 4-7, 2019** – AESA Annual Conference, JW Marriott Desert Ridge Resort, Phoenix, AZ (Coon, Diemoz, Jones, Marx, Richards, Sinner)

Reports

- 2019 Area Membership Meeting – August 26, 2019 – Gering Civic Center (Coon, Diemoz, Horn, Knapper, Jones, Marx)
- Head Start Director's Report and Policy Council minutes for August (uploaded to the website)
- Administrator's Report (uploaded to website) ([Appendix A](#))
- Board Member Comments

Public Forum

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

4. **OLD BUSINESS - None**

5. **NEW BUSINESS:**

- **Proposed 2019-2020 Budget for ESU #13**

A copy of the Budget Document has been uploaded to the website. The proposed budget reflects an increase of \$4,273,019 over last year's adopted budget. The increase is in part due to decreased state aid for core services. In addition, the budget includes expenses for the Sidney building project, phone upgrade, and new federal projects. The Finance Committee reviewed the budget on September 6, 2019.

Recommendation: Move to approve the 2019-2020 proposed budget for the operation of ESU #13 in the amount of \$20,286,341.00.

- **Resolution Setting the 2019-2020 Final Tax Request:**

The property tax request for the prior year will be the property tax request for the current year for purposes of the levy set by the County Board of Equalization unless the governing body passes by a majority vote a *Resolution* setting the tax request at a different amount. ([Appendix B](#))

Recommendation: Move to approve the Resolution setting the 2019-2020 property tax request at \$1,767,449.50.

6. **Approval of Minutes (Motion necessary for Approval)**

7. **Adjournment**

Appendix A

Administrator Notes September 2019

Nebraska Association of School Boards (NASB)

I would like to personally thank our Board Members who were recognized at the NASB Area Membership meeting. Award of Achievements were presented to Steve Diemoz (Level 8), Bill Knapper (Level 7), Ray Richards and Mark Sinner (Level 5), Kim Marx and Patricia Jones (Level 4), Don Egging (Level 3), Diane Coon and Scott Marsh (Level 2) and Tim Horn (Level 1).

Finance Committee and the 2019-2020 Budget

The Finance Committee met to review the budget on September 6th. Members of the Committee were Bill, Ray and Mark. Tom was out of town. We will be lowering the cash reserve by \$3,500,000 if we spend everything that is budgeted leaving \$1,779,956. Tax valuation is down by 0.175%, and Core Service dollars are down \$73,172.40, therefore our levy increased to .014993 from .013981.

Job Descriptions

Our current job descriptions are outdated and lacking pertinent information, such as FLSA status. The Perry Law Firm has developed a "master" job description along with position specific job descriptions, which alleviates the need for a 10 page job description. The "master" document includes everything that legal counsel would want if there was a discrimination, worker's compensation, ADA issue, etc. The specific job description is (hopefully) easily readable and more to the point. The entire series of job descriptions cost to ESUs was \$400 and they are willing to add any job descriptions that we may need that are not currently included.

Human Resources and Communications Specialist Position

Jerry Becking was selected as the supervisor of the Ecological In-Home Family Treatment Program. As a result, we have a vacancy in our Human Resources Manager position. After reviewing the position and talking with the Leadership Team, we have begun advertising for a Human Resources and Communication Specialist.

Facilities Committee

In the near future, I would like to convene the Facilities Committee (Steve, Tom, Ray, Mark) to discuss long term planning regarding facility needs so we can then prioritize funding accordingly. There are a multitude of factors to be considered, which include, dollars associated with spaces being rented, current computer lab, future of the Van Newkirk building, Day Treatment/Day School, etc. Could we put a date on our calendars for a meeting?

Department Updates

Starting in October, each Director will provide a brief overview and update of their respective department.

Follow Up - NRCSA

- Jack Moles will be testifying on behalf of ESUs on October 4th (LR 63-ESU Interim Study).
- ESU 6 values having an Executive Director (NRCSA) who is mindful of the interests of rural schools and is on point with senators throughout the legislative session is a very prudent investment. Per Dr. Skretta, Jack is at the table and in conversations routinely with senators representing our collective interests in a manner that is simply unfeasible for a single ESU administrator or superintendent to accomplish.
- ESU 10 - We are a member of NRCSA and have chosen to remain due to their support of our ESU's strong supporters – our rural schools.
- ESU 11 - Per Greg Barnes, I think they are very good about supporting ESUs. I know last year when there were hearings about property taxes and such, I heard Jack Moles on more than one occasion state that they would support it as long as it doesn't hurt ESUs because the rural schools need strong ESUs. I have seen other communications with senators from NRCSA stating the same. They also have professional development opportunities, but in my opinion the main reason we are members at ESU 11 is to support the lobbying they provide for our rural schools and our ESUs.
- ESUCC Executive Director (former Administrator of ESU 9) - I can tell you that Jack Moles has really gone to bat for ESUs. No question! The very first person to testify during the LB 289 Hearing was Jack. He made it clear that our schools and NRCSA rely on us. He is also at our legislative coalition meetings where he emphasizes support. I think, because of that alone, it's worth the membership fee.

LR 63 Update

LR 63 was introduced by Senator LouAnn Linehan and is intended to examine ESUs including structure, duties, current projects and financing. I will be attending the public hearing on October 4th at the State Capitol. Our Leadership Team is gathering letters from superintendents, principals and parents illustrating the benefits they receive from our ESU. We would welcome letters of support from ESU Board Members as well.

Changing Payroll Date

For the 2020/2021 school year, we will be changing the date of payroll to the 5th day of each month, effective September 5, 2020. This will ensure staff are paid on or before the 5th of each month.

Bids for Snow Blade

Over the course of the last three fiscal years, we have paid a total of \$8,520 for snow removal service. At the encouragement of Fermin, we will install a blade on our new Chevy pickup. Fermin is exploring a few different options, but we may need to solicit bids. If bids are sought, we would be looking at a bid opening in October.

Vehicle Update

We have made a change to how we fund Unit Transportation. Previously, we used a flat mileage rate (\$.23) and tax dollars to fund Unit Transportation. Departments were then required to pay their own gas receipts. For the 2019/2020 school year, Jodi and Kerri calculated all costs associated with Unit Transportation (gas, repairs, service, salaries, and vehicle replacement) and came up with a new mileage rate (\$.52) that will be used to fund Unit Transportation. As of September 13th, 11 of 41 vehicles have over 200,000 miles. The model year of these vehicles ranges from 1997-2009, and the vehicles are in our fleet, Meridian, and LifeLink programs. At the August Board Meeting we purchased two new Chevy Equinoxes, and we will be putting out a bid request for one or two four door sedans in the near future.

Appendix B

RESOLUTION SETTING THE PROPERTY TAX REQUEST FOR EDUCATIONAL SERVICE UNIT NO. 13 (ESU 13)

WHEREAS, Nebraska Revised Statute 77-1601.02 provides that the Governing Body of the ESU 13 passes by a majority vote a resolution or ordinance setting the tax request; and

WHEREAS, a special public hearing was held as required by law to hear and consider comments concerning property tax request;

NOW, THEREFORE, the Governing Body of ESU 13, resolves that:

1. The 2019-2020 property tax request be set at:

Fund	Tax Request	Levy
General	\$1,708,240.12	.014490991
Bonded Indebtedness	\$ 59,209.38	.000502272
Total	\$1,767,449.50	.014993263

2. The total assessed value of property differs from last year's total assessed value by -0.175%.

2018 Valuation	2019 Valuation
\$11,808,934,809	\$11,788,290,519

3. The tax rate which would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property, would be \$.014006 per \$100 of assessed value.
4. The ESU 13 proposed to adopt a property tax request that will cause its tax rate to be \$.014993 per \$100 of assessed value.
5. Based on proposed property tax request and changes in other revenue, the total operating budget of ESU 13 will exceed last year's by 27%.
6. A copy of this resolution be certified and forwarded to the County Clerk on or before October 13, 2019.

Motion by _____, seconded by _____ to adopt this Resolution setting the Property Tax Request this 17th day of September, 2019.

Roll call vote as follows:

Board Member	Yes	No
Diane Coon		
Heather Crofutt		
Steve Diemoz		
Don Egging		
Tim Horn		
Patricia Jones		
William Knapper		
Scott Marsh		
Kim Marx		
Tom Millette		
Ray Richards		
Mark Sinner		

The undersigned herewith certifies as President of the Board of ESU #13 that the above-stated **RESOLUTION** was duly adopted by a majority of said Board at a duly constituted public meeting of said Board.

President of the Board _____