

BOARD OF EDUCATIONAL SERVICE UNIT NO. 13 (ESU 13)
Tuesday - December 14, 2021
Location - ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE

Building/Grounds Committee (Diemoz, Millette, Richards, Sinner) - 6:00 PM
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 meetings (November 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

- **December 15, 2021** - ESU Administrative Advisory Council - Dr. Matt Blomstedt, Nebraska Commissioner of Education (Virtual) - Conference Rooms B/C - 10:00 AM (This meeting is offered via DL at our Scottsbluff, Chadron and Sidney offices)
- **December 16, 2021** - VALTS Graduation - Harms Center - 11:45 AM
- **December 20, 2021 - December 31, 2021** - ESU 13 closed for Christmas Break
- **January 18, 2022** - Regular Board Meeting
- **January 26, 2022** - ESU Administrative Advisory Council - Conference Rooms B/C - 10:00 AM

Public Forum:

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

Reports

- 2021 State Education Conference - "Just Hit Play" - November 17-19, 2021 - CHI Health Center, Omaha (Diemoz, Knapper)

- AESA Annual Conference - “Navigating Change: Leading for Tomorrow” December 1-4, 2021 - Houston, Texas (Diemoz, Marx, Richards, Sinner)
- Head Start Director’s Report and Policy Council Activity Report for November/Child Outcomes and School Readiness (Uploaded to the Board Materials webpage)
- Administrator’s Report ([Appendix A](#))
- Board Member Comments

D. Old Business - None

E. New Business

1. Public Hearing to Amend the Proposed Redistricting Plan and Motion to Adopt the Redistricting Resolution

According to § 79-1217.01 - By December 31, 2007, and after each decennial, each educational service unit board shall divide the territory of the educational service unit into at least five and up to twelve numbered districts for the purpose of electing members to the board. Such districts shall be compact and contiguous and substantially equal in population. Utilizing the 2020 Census of Population data, the Election Districts Committee has been working with Susan Myers from M.C. Schaff to draw the district boundaries. Redistricting Resolution can be found on [Appendix B](#). The election district county breakdown can be found on [Appendix C](#). The exhibits have been uploaded to the Board Materials webpage.

Recommendation: Move to adopt the Redistricting Resolution and authorize the Interim Administrator to submit this Resolution with attachments to the county clerk or election commissioner by December 30, 2021.

2. Interim Administrator Contract

The Personnel Committee met prior to the November 9th Board meeting. The Committee is recommending the appointment of Dr. Laura Barrett to Administrator and to allow the Board President to negotiate a contract. The contract will be brought to the Board at the January 2022 regular meeting.

Recommendation: Move to approve the Personnel Committee’s recommendation to appoint Dr. Laura Barrett as Administrator and allow the Board President to negotiate the contract.

3. Amendment of Board Policy - Article 4, Section 13 (Travel Policy)

Consent action item, Staff Travel, was discussed at the November Board meeting. Further investigation into §13-2203 allows for prior approval for participation or attendance at educational workshops, conferences, training programs, official functions, hearings, or meetings by the formal adoption of a uniform policy or by a formal vote of the governing body. We have amended our Board Travel Policy to allow the Administrator to approve such travel (uploaded to Board Member webpage). The Policy Committee received the proposed amendment on December 6th.

Recommendation: Move to approve the amendment to Board Policy - Article 4, Section 13 (Travel Policy).

4. Revision and Updated Head Start Policies and Procedures

As per the Performance Standards, we need Board approval of revised Policy and Procedures. The Head Start Program Governance Written Plans PG01-PG20 have been uploaded to the Board material webpage. The Policy Council approved the Program Governance Written Plans at their meeting on November 30, 2021.

Recommendation: Move to approve the Head Start Program Governance Written Plans.

5. Head Start/Early Head Start 2022-2023 Continuation Grant Application

The 2022-2023 Continuation Grant in the amount of \$3,313,210.00 will be submitted on or before December 31, 2021 to the Administration for Children and Families for the Head Start and Early Head Start Programs. The program plans to serve a total of 286 children (202 Head Start and 84 Early Head Start). There are 148 of the Head Start Children that will be served in public school partnerships including Tri-Community Preschool in Morrill, Mitchell Tiger Cub Preschool, Scottsbluff Bear Cub Preschool, Gering Public Preschool, Minatare Pre-Start, Bayard Tiger Cub Preschool, and Sidney Public Preschool. The program intends to reapply for the LDO - Class Size Waiver as part of the grant application to allow for partnership school districts to serve up to 20 children in each session for double session classrooms. The program's progress toward five year goals, program annual community assessment surveys, parent surveys, and staff surveys have been guiding factors in writing the continuation grant without any proposed service changes at this time.

Recommendation: Move to approve the 2022-2023 Continuation Grant application for the Head Start/Early Head Start program in the amount of \$3,313,210.00.

6. HVAC Project for Second Level, Main Building and Surge Protection

Prior to this meeting, the Building/Grounds Committee met with Baker & Associates regarding the timeline for the HVAC system for the 2nd level building as well as improvements for surge and lighting protection for the entire building.

Recommendation: Move to approve the Building/Grounds Committee recommendation for Baker & Associates to begin the process of requesting bids for the HVAC project for the 2nd level building, and surge and lighting protection for the entire building.

7. Panhandle Beginnings Student Calendar Change

Dr. Katie Carrizales, Director of Psychological and Behavioral Health, is requesting a change to the Panhandle Beginnings Student Calendar for January 27, 2022. She would like a "no school for students" day on January 27, 2022 so that her staff may attend a Restorative Practice training with Kelvin Oliver of Leaving the Village. ESU 13 is partnering with Scottsbluff Public Schools to provide this training.

Recommendation: Move to approve the "no school for students" Panhandle Beginnings Student Calendar change on January 27, 2022, so that staff may attend Restorative Practice training.

8. VALTS Student Calendar Change

Tom Peacock, Director of Alternative Education, is requesting a change to the VALTS Student Calendar. The change would be a “no school for students” day on January 25th, 2022, so his department staff can attend the NeMTSS Social Emotional Behavioral Learning training which supports the wellbeing of educators and the unique needs of learners at each development state.

Recommendation: Move to approve the “no school for students” VALTS Student Calendar change for January 25, 2022 so VALTS staff can attend NeMTSS training.

F. Approval of Minutes (Motion necessary for Approval)

G. Adjournment

**Appendix A
Administrator Notes
December 2021**

Head Start COVID-19 Vaccination Procedures

We have been working with Justin Knight to develop procedures regarding the vaccine mandate that the Office of Head Start has required. The document outlining the procedures has been uploaded to the Board Materials webpage.

Emails

Each board member has an @esu13.org email address. We will use this account for correspondence from the ESU 13 staff. This allows us to share information specifically related to ESU 13 and it gives you one place to find that information. Our tech team can help you with any support you need in accessing that account.

WNCC

We are currently in conversation to partner with WNCC to explore work-based learning opportunities. We are going to start in the southern panhandle and hope to design a model that can be expanded throughout other areas of the panhandle. We are focusing on the H3 jobs and the first area is healthcare.

External Visit

Our external accreditation visit is scheduled for March 21-22. There will be an interview with the board on March 21 from 12:00-1:00. We would welcome anyone who is available to attend. We will have the ability to connect through zoom.

Appendix B

REDISTRICTING RESOLUTION

WHEREAS, Neb. Rev. Stat. § 79-1217.01 requires each educational service unit (ESU) divide its territory into at least five and up to twelve numbered districts after each decennial census for the purpose of electing members to the board in compliance with section Neb. Rev. Stat. § 32-553; and

WHEREAS, Neb. Rev. Stat. § 32-553(2) requires the ESU governing board to draw its own district boundaries and requires the board to follow the precinct lines created by the election commissioner or county clerk after each federal decennial census as nearly as possible; and

WHEREAS, the numbered districts must be compact, contiguous, and substantially equal in population; and

WHEREAS, the results of the 2020 decennial census must be reviewed and considered; and

WHEREAS, during the redistricting process the ESU provided notice to the public regarding ESU #13 election districts in compliance with the Nebraska Open Meetings Act;

WHEREAS, the ESU Board considered the proposed redistricting plan at a board meeting and has considered any testimony, written comments, written reports received;

WHEREAS, the ESU Board finds the proposed redistricting plan to be in the best interest of its patrons and believes that it complies with all state and federal laws and requirements;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED AS FOLLOWS:

- 1.) The Educational Service Unit No. 13 district boundaries are as shown on the map(s) as Exhibit A and as may be further described in the document(s) as Exhibit B and adopted to define ESU No. 13's district boundaries. Exhibits A and B will be incorporated herein and made a part of this Resolution.
- 2.) The ESU No. 13 Administrator is authorized and directed to submit this Resolution with the attachments to the election commissioner or county clerk.
- 3.) The established districts shall apply beginning with the nomination and election of educational service unit board members in 2022.

After the above resolution was read in its entirety, member _____ moved that it be adopted. Board member _____ seconded the motion. After discussion and on roll call vote, the following members voted in favor of adopting the resolution:

The following members voted against the resolution:

_____.

The following members were absent or not voting:

_____.

After this resolution was approved by a majority of the members of the Educational Service Unit No. 13 board at a duly held, properly publicized and lawfully convened meeting, the Board President declared it passed and adopted.

Dated this _____ day of _____, 2021.

EDUCATIONAL SERVICE UNIT NO. 13

By: _____

Board President

ATTEST:

By: _____

Board Secretary

Appendix C

| | PRESENT OFFICEHOLDER | EDUCATIONAL SERVICE UNIT NO. 13 ELECTION DISTRICT 2020 CENSUS DATA |
|----------------------|-----------------------------|--|
| Election District 1 | Tim Horn | Box Butte, Scotts Bluff, Sheridan, Sioux Counties <ul style="list-style-type: none"> • Box Butte - Precinct #1, #2, #5, #11, #12, and #15 • Scotts Bluff - Dewey-Tabor Precinct, Funston Precinct, Highland Precinct • Sheridan - Mirage Precinct, South Sheridan Precinct • Sioux - Bowen Precinct, Sheep Creek Precinct |
| Election District 2 | Patricia Jones | Box Butte County <ul style="list-style-type: none"> • Box Butte - Precinct #2, #3, #4, #5, and #6 |
| Election District 3 | Heather Crofutt | Dawes and Sheridan Counties <ul style="list-style-type: none"> • Dawes - Precinct #1, #2, #3, #4, #4C, #5, #7, #8, #9, #10, and #11 • Sheridan - Mirage Precinct |
| Election District 4 | Kim Marx | Cherry, Dawes, Sheridan Counties <ul style="list-style-type: none"> • Cherry - Barley Precinct, Cody Precinct, King Precinct, Merriman Precinct, Mother Lake Precinct • Dawes - Precinct #2 and #6 • Sheridan - East Gordon Precinct, Hay Springs Precinct, North Rushville Precinct, South Rushville Precinct, West Gordon Precinct, Wounded Knee Precinct |
| Election District 5 | Mark Sinner | Scotts Bluff County <ul style="list-style-type: none"> • Scottsbluff - Fanning Precinct, Ford A & B Precinct, Kiowa-Lyman Precinct, Mitchell #1 Precinct, Mitchell #2 Precinct, Mitchell Precinct, Scottsbluff 8 Precinct, Village of Morrill Precinct, West Winter Creek Precinct |
| Election District 6 | Ray Richards | Scotts Bluff County <ul style="list-style-type: none"> • Scotts Bluff - Precinct #1, #5, #6, #7, #8 |
| Election District 7 | Bill Knapper | Scotts Bluff County <ul style="list-style-type: none"> • Scotts Bluff - Precinct #1, #2, #3, #4, #8, East Winter Creek Precinct, West Winter Creek Precinct |
| Election District 8 | Scott Marsh | Scotts Bluff County <ul style="list-style-type: none"> • Scotts Bluff - Gering #1, #2, #3, and #4 Precincts |
| Election District 9 | Diane Coon | Morrill and Scotts Bluff Counties <ul style="list-style-type: none"> • Morrill - East Bayard Precinct, West Bayard Precinct • Scotts Bluff - Castle Rock A & B Precinct, Dewey-Tabor Precinct, Gering Precinct, Gering #4 Precinct, Highland Precinct, Minatare #1 & #2 Precinct, Scottsbluff #5 Precinct, Roubadeau Precinct, Terrytown Precinct |
| Election District 10 | Tom Millette | Cheyenne, Garden, Keith, Morrill Counties <ul style="list-style-type: none"> • Cheyenne - Gurley Precinct, Union Valley Precinct • Garden - Blue Creek Precinct, Lisco Precinct, Lost Creek Precinct, Oshkosh #1 Precinct • Keith - Lonergan Precinct • Morrill - Broadwater Precinct, East Bayard Precinct, West Bayard Precinct, East Camp Clarke Precinct, West Camp Clarke Precinct, Gilchrist Precinct, Redington Precinct, |

| | | |
|----------------------|----------------|--|
| | | Haynes Precinct, North Camp Clarke Precinct |
| Election District 11 | Don Egging | Cheyenne County <ul style="list-style-type: none"> • Cheyenne - Sidney Precincts #1, #2, #3, #4, and #5 |
| Election District 12 | Stephen Diemoz | Banner, Cheyenne, Deuel, Kimball Counties <ul style="list-style-type: none"> • Banner - Long Springs Precinct • Cheyenne - Gurley Precinct, Lodgepole Precinct, Potter Precinct, Sidney Precinct #4 • Deuel - Big Springs Precinct, Chappell Precinct, Swan Precinct • Kimball - Antelope Precinct, Bushnell Precinct, Dix Precinct, Kimball Wards #1 and #2 |