

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

**Tuesday - January 18, 2022**

**Location - ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE**

## **Video Conference Sites:**

**ESU 13 Satellite Office – 361 College Drive, Sidney, NE  
Alliance Public Schools Adm. Bldg. – 1604 Sweetwater, Alliance, NE  
Hemingford High School – 911 Niobrara Avenue, Hemingford, NE  
Chadron State College – Miller Hall, 1000 Main Street, Chadron, NE**

**Finance Committee (Diemoz, Knapper, Millette, Richards, Sinner) - 6:00 PM -  
Discussion of ESU 13 2020-2021 audit with Kevin Sylvester from Dana F. Cole &  
Company LLP**

**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. Reorganization of the Board**

- Election of President
- Election of Vice President
- Election of Secretary
- Appointment of Treasurer
- Appointment of Recording Secretary

### **D. Conflict of Interest Statutes and Code of Ethics for Board Members**

- State Statutes 49-14, 101.01, 49-14, 101.02, and 49-1499.03 regarding conflict of interest will be uploaded to the Board member webpage. Disclosure forms will be available, if needed.
- Following Board Policy, and to assure that the entire Board acts in accordance with the foregoing legal responsibility, and to ensure the effective functioning of the Board, each Board member will sign a Board-approved Code of Ethics (uploaded to Board Materials webpage). For members participating by video-conference, please print, sign, and send or email a copy back to Desira.

### **E. Approval of Agenda (Motion Necessary for Approval)**

### **Consent Action Items (Motion Necessary for Approval)**

- Minutes of meeting (December regular meeting)
- Treasurer's Report
- Fund Balance
- Budget Report
- Claims for Disbursement
- Staff Hires/Resignations
  - Resignation - Jean Wegelin - Certificated
  - Hire - Lauren Miller, Head Start Fiscal Officer - Classified

### **Calendar**

- **January 26, 2022** - Advisory Council meeting - 10:00 AM - ESU 13 Main Office, Conference Rooms B/C
- **January 30-31, 2022** - 2022 NASB Legislative Issues Conference (Jones, Knapper, Richards) - Lincoln
- **February 15, 2022** - Regular Board meeting
- **February 21, 2022** - Mid-Winter Conference
- **February 25, 2022** - ESU 13 offices closed

### **Public Forum:**

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

### **Reports**

- Danielle Cole, Director of Title IC Program
- Finance Committee - Audit Results
- The Head Start Policy Council has not met since the last Board meeting. The Head Start Continuation Grant was submitted to Region 7 Office of Head Start. Approval of the grant will be announced by March 31, 2022. The Head Start Annual Report is uploaded to the Board Materials webpage for review.
- Administrator's Report ([Appendix A](#))
- Board Member Comments

### **F. Old Business - None**

### **G. New Business**

#### **1. Consideration of ESU 13 Administrator Contract**

At the December Board meeting, the Board approved the Personnel Committee's recommendation to appoint Dr. Laura Barrett as ESU 13 Administrator. The 2022-2023 Administrator Contract has been negotiated and is ready for Board approval. The contract has been uploaded to the Board Materials webpage.

**Recommendation: Move to approve the 2022-2023 Administrator Contract with Dr. Laura Barrett.**

#### **2. Head Start Early Learning Center (ELC) HVAC Replacement**

One of the HVAC units at the ELC location stopped working and the owners of the building are replacing it. The second unit needs to be replaced. Estimates were requested by Snell Services and Big Mack HVAC, LLC. Only one proposal

was received. Dr. Barrett is requesting approval of the proposal from Big Mack HVAC, LLC in the amount of \$10,968.00

**Recommendation: Move to approve the Administrator's recommendation to accept the proposal from Big Mack HVAC, LLC in the amount of \$10,968.00 for the installation of the HVAC at Head Start's ELC location.**

**3. ESU 13 Legal Counsel**

Annually, the Board approves ESU 13's legal counsel. Jerald Ostdiek (Douglas, Kelly, Ostdiek, Snyder, Ossian, Vogl & Lookabill, PC) has agreed to serve as our attorney.

**Recommendation: Move to approve Jerald Ostdiek as ESU 13's attorney.**

**4. Board Standing Committee Appointments**

In accordance with our Board Policy, we take action annually to appoint members to a committee, or make changes to current committees. A list of current committee assignments is attached as Appendix B.

**Recommendation: Board decision.**

**5. ESU 13 Depositories**

Each year, the Board approves ESU 13's current depositories as listed on the Treasurer's Report and gives the Treasurer the latitude to shift money when in ESU 13's best interest to do so.

**Recommendation: Move to approve ESU 13's current depositories and give the Treasurer the latitude to shift money when in ESU 13's best interest.**

**6. Designate Newspaper of Record**

Pursuant to Board Policy, included in our annual organizational meeting is the need to designate our newspaper of record. ESU 13 will continue to use the Scottsbluff Star-Herald.

**Recommendation: Move to approve Scottsbluff Star-Herald as ESU 13's newspaper of record.**

**7. Payment of ESU 13 Claims Between Board Meetings**

Annually, the Board is asked for authorization to pay credit cards, utilities, and payroll between Board meetings. These claims are then included with the Check Listing for official approval at the next regular meeting.

**Recommendation: Move to authorize the Business Manager to pay credit cards, utilities, and payroll between Board meetings.**

**8. Amendment to Redistricting Resolution Exhibits A and B**

Following state statute 32-552 (1), and due to a variance in mapping for Scotts Bluff County, we need to make amendments to Scotts Bluff County election districts. Changes to Exhibits can be found in the Board materials webpage and are marked in yellow.

**Recommendation: Move to approve the Amendment to Redistricting Resolution Exhibits A and B.**

**9. Amendments to VALTS Student Handbook**

At their December meeting, the VALTS Board approved two changes to the VALTS Student Handbook: the addition of *Dress Attire and Student Appearance*

(*Dress Code*), and an amendment to the Attendance Policy stating “If students leave the facility without permission, they will take a zero for the class they missed.” The Dress Code section has been uploaded to the Board Materials webpage.

**Recommendation: Move to approve the amendments to the VALTS Student Handbook adding Dress Attire and Student Appearance (Dress Code), and the additional Attendance Policy statement “if students leave the facility without permission, they will take a zero for the class they missed”.**

**10. July Board Meeting**

AESA’s Summer Leadership Conference is tentatively scheduled for July 18-21, 2022 in Nashville, TN. These dates coincide with the July Board meeting date. In past years, we have canceled our July board meeting if the agenda permits us to do so. However, we will need your approval to pay the General Fund claims for July. This action will be ratified at our August Board meeting. Desira will email Board members when the claims have been posted on the Board webpage.

**Recommendation: Board decision.**

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

**I. Adjournment**

## **Appendix A**

### **Administrator Notes January 2022**

#### **Nebraska School Board Recognition Week**

The week of January 30 to February 5 is School Board Recognition Week in Nebraska. The educational system in the Panhandle of Nebraska is stronger because of your leadership and engagement. THANK YOU for your dedication and service to the ESU 13 Board of Education.

#### **Pandemic Response Plan Update**

We have updated our plan to provide notification when the risk level status changes for a facility. As of 1/13/22, three of our facilities are in the orange (high) risk category: Panhandle Beginnings, ELC and CDC.

#### **Head Start COVID-19 Vaccination Procedures**

As you are aware, there was a pause put on the regulations for requiring vaccinations in Nebraska Head Start Programs. The injunction against the lawsuit means it is on pause in the 25 states and Head Start programs are not required to comply. Although the lawsuit has not yet succeeded, OHS has not yet appealed. We do not know if they will. The implications of the Supreme Court's decision to stop the requirements of vaccinations or masking in large workplaces and upholding it for Medicaid/Medicare providers, if any, for the Head Start mandate are not clear at this time.

#### **ESU 13 Foundation**

We have submitted our paperwork to the Secretary of State. Because it is so close in name to the ESU 3 Foundation, we have to have their consent to use that name. Jerry requested consent from ESU 3 to use the name ESU 13 Foundation. Once he has their consent, we will move forward with filing the paperwork.

#### **Substitute Teacher Course**

We had 38 individuals complete the HR Substitute teacher course. We are following up with districts to see if these subs have been

#### **Credit Card Purchases**

In accordance with Board Policy Article 3, Section 6 K(2), a list of names of our employees who have credit cards that are checked out to them on a permanent basis has been uploaded to the Board Materials webpage. We will provide this information annually at our organizational meeting.

#### **Nebraska Young Child Institute**

This conference is being held June 28-29, 2022 at the Younes Conference Center in Kearney. Paul Dworkin, Md, Walter Gilliam, PhD, and Sonia Manzano will be the plenary speakers. This conference may be of interest to our Board members. If interested, please contact Desira for registration.

### **Superintendent Turnover**

At this time, we have 5 districts that are in the process of hiring for a new superintendent or have hired. Those districts are Gordon/Rushville, Hay Springs, Hemingford, Morrill, and Potter-Dix.

## Appendix B

### BOARD COMMITTEE ASSIGNMENTS 2021

#### Policy:

- Diane Coon
- Heather Crofutt
- Tim Horn
- Patricia Jones

#### Building/Grounds: (formed at the 9/13/11 Board Meeting)

- Steve Diemoz
- Tom Millette (Laura Barrett)
- Ray Richards
- Mark Sinner

#### Projects, Programs and Services: (Programs/Services combined with Projects at the 1/21/20 Board Meeting)

- Kim Marx
- Tom Millette
- Mark Sinner
- Ray Richards

#### Negotiations/Personnel:

- Don Egging
- Tom Millette (appointed by Chairman on 10/18/16)
- Bill Knapper
- Ray Richards
- Mark Sinner

#### Finance:

- Bill Knapper
- Tom Millette (Laura Barrett//Desira Martin)
- Ray Richards
- Mark Sinner

#### ESU/WNCC Project Board:

- Ray Richards Linda Guzman-Gonzales (WNCC)
- Mark Sinner F. Lynne Klemke (WNCC)
- Scott Marsh R. J. Safely, Jr. (WNCC)

#### Election Districts:

- Bill Knapper (Laura Barrett)
- Tom Millette
- Ray Richards
- Mark Sinner
- Tim Horn

#### Legislative Liaison:

- Patricia Jones
- Diane Coon
- Steve Diemoz

#### Complaint and Grievance:

- Patricia Jones
- Bill Knapper
- Scott Marsh
- Ray Richards