

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

**Tuesday - June 21, 2022**

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

### **Calendar**

- **June 22-23, 2022** - NASB School Leaders & Law Conference - Kearney (Dr. Barrett, Marx, Winchester)
- **July 15, 2022** - Incumbent filing deadline
- **July 19-22, 2022** - AESA Summer Leadership Conference - Nashville, TN (Dr. Barrett)
- **August 1, 2022** - Nonincumbent filing deadline
- **August 16, 2022** - Regular Board Meeting (Board Pictures at 6:00 PM)
- **August 29, 2022** - NASB Area Membership Meeting - Gering Civic Center

### **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 Materials webpage). Policy Council met on May 3rd and was reported on the May Agenda.

- Administrator's Report (Appendix A)
- Board Member Comments

**D. Business**

**1. Proposed Board Policy Revision - Article 1, Section 1(C) (ESU Name, Mission and Duties, and Section 1(D) (Statutory Role)**

The Perry Law Firm has sent their Annual Policy Service Updates. This verbiage is being proposed in order to bring our policy into agreement with Nebraska Statute 79-1204. The Policy Committee has reviewed and approves the following changes:

*C. ~~The role and mission of an ESU is to provide innovation, leadership, and services for each member school district so they are successful in reaching their targeted educational goals.~~ the educational service units is to serve as educational service providers in the state's system of elementary and secondary education.*

*D. Statutory Role Powers and Duties*

**Recommendation:** Move to approve the proposed revision of Board Policy Article 1, Section 1(C) (ESU Name, Mission and Duties) and Section 1(D) to Powers and Duties.

**2. Proposed Board Policy Revision - Article 2, Section 9(F) (Speak)**

Included in the Perry Law Firm Annual Policy Service Updates, LB 83 requires persons wishing to address the Board to state their name, address, and any organization they represent. The Policy Committee has reviewed and approves the following changes.

*Members of the public who desire to address the Board will be required to identify themselves identify himself or herself, including an address and the name of any organization represented by such person, unless the address requirement is waived to protect the security of the individual.*

**Recommendation:** Move to approve the proposed revision of Board Policy Article 2, Section 9(F) (Speak).

**3. Proposed Board Policy Revision - Article 3, Section 4(I) Internal Controls**

Following the recommendation of the Perry Law Firm for Policy Updates, NDE has started to look for more policy language for certain federal awards or grants. This proposed language would address the policies NDE has sought during federal audits. Due to the length of the amendment, this section has been uploaded to the Board member materials. The Policy Committee has reviewed and approves the amendment.

**Recommendation:** Move to approve the proposed revision of Board Policy Article 3, Section 4(I) Internal Controls.

**4. Proposed Board Policy Revision - Article 3, Section 5(F) Construction Projects**

Following the recommendation of the Perry Law Firm for Policy Updates, the State Board has increased the bid requirement from \$100,000 to \$109,000. The minimum amount to require an architect also increased from \$100,000 to \$118,000. The Policy Committee has reviewed and approves the following changes.

*ESU #13 shall bid every project for the construction, remodeling, or repair of any building or for site improvements when the contemplated expenditures for the project is in excess of \$100109,000.00, or such sum as adjusted pursuant to Nebraska Statute §73-106. The bidding procedures shall comply with the requirements of state law and shall include the following:*

*Retention of an Architect or Engineer. ESU #13 shall not engage in the construction of any public works involving architecture or engineering unless the plans, specifications, and estimates have been prepared and the construction has been observed by an architect, a professional engineer, or those under the direct supervision of an architect or professional engineer; provided that such requirement shall not apply to any public work in which the contemplated expenditure for the complete project does not exceed One Hundred and Eighteen Thousand Dollars (~~\$100118,000~~), as adjusted from time to time by Nebraska Statute 81-3445 or other applicable law.*

**Recommendation: Move to approve the proposed revision of Board Policy Article 3, Section 5(F) Construction Projects.**

**5. Revised Certified Staff Evaluation**

Our certified staff evaluation instrument has been updated to align with NDE's revised Nebraska Teacher and Principal Performance Standards. The final draft was pre-approved by NDE. We need Board approval of the evaluation instrument to move forward with final approval from NDE.

**Recommendation: Move to approve the revised certified staff evaluation.**

**6. Panhandle Beginnings Day Treatment, Meridian, and LifeLink Student Handbooks**

The 2022-2023 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 2022-2023 Panhandle Beginnings Day Treatment, Meridian, and LifeLink Student Handbooks.**

**7. Employee Handbook**

The 2022-2023 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 2022-2023 Employee Handbook.**

**8. Title IC Education Program Personnel Handbook**

It is a requirement of the Title IC Education Program to have its own Personnel Handbook for policies and procedures.

**Recommendation: Move to approve the Title IC Education Program Personnel Handbook.**

**9. Panhandle Beginnings Interlocal Agreement**

Morrill Public Schools and Sioux County Schools have received a majority consent of the current member parties to join the Panhandle Beginnings Interlocal Agreement. The Interlocal Agreement has been amended to include Morrill Public School District and Sioux County Public School District as part of the Agreement. A copy of the Amended Interlocal Agreement has been uploaded to the Board Member webpage.

**Recommendation: Move to approve the addition of Morrill Public School District and Sioux County Public School District to the Panhandle Beginnings Interlocal Agreement.**

**10. Executive Session for Administrator's Evaluation**

The Board will move to Executive Session for the purpose of the Administrator's evaluation.

**Recommendation: Move to Executive Session for the purpose of the Administrator's evaluation with the Board and the Administrator present.**

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

**F. Adjournment**

## **Appendix A**

### **Administrator Notes**

**June 2022**

#### **EAP Program-Board Members**

We had an inquiry about the possibility of making our Employee Assistance Program available to board members. The cost would be \$20.10 per board member and it would be available for their family members.

#### **Career Pathways Area Collaboration**

We have been participating in conversations around establishing more opportunities for career pathways in rural communities. They are looking for an organization to be the backbone of the efforts. There will be a focus on youth in this as well as the possibility of adult education as well.

#### **Accreditation for 2022-2023**

We received official notification that the State Board of Education voted at their meeting on May 6, 2022, 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 Title 92, Nebraska Administrative Code, Chapter 84 (Rule 84), Regulations for the Accreditation of Educational Service Units. This status will be in effect for the period of July 1, 2022 through June 30, 2023.

#### **Strategic Planning**

Our strategic planning was held on June 9 & 10. The goals will be formalized and shared with the board at the August meeting.

#### **2022-2023 Budget**

The filing deadline for the budget and interlocal agreement report is now September 30th (previously September 20th). The September Board meeting date will not require a change.

#### **NeMTSS split**

The interim administrator contract includes a split with NDE for .25 of the contracted days. The Time and Effort log for May was submitted with a split of .25 NeMTSS and .75 ESU 13. The final Time and Effort log will be submitted for June.