

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

Tuesday - March 15, 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 (February regular meeting)
- Treasurer's Report
- Fund Balance
- Budget Report
- Claims for Disbursement
- Staff Hires/Resignations
 - Director Position for 2022-23
 - Jessica Broderick - Special Education
 - Certified Positions for 2022-23
 - Jamie Sato - School Psychologist
 - Jared Mackrill - Special Education

Calendar

- **March 23, 2022** - NASB - Budget & Finance Workshop - Ogallala
- **April 12, 2022** - NASB - Make Your Meetings Matter - Gering
- **April 15-18, 2022** - ESU Offices closed for Easter break
- **April 19, 2022** - Regular Board Meeting
- **May 11, 2022** - VALTS graduation - HARMS Center
- **May 13, 2022** - LifeLink graduation - HARMS Center
- **July 15, 2022** - Incumbent filing deadline
- **August 1, 2022** - Nonincumbent filing deadline

Public Forum:

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

Reports

- Amy Trauernicht - External Visit for Accreditation; Survey Results
- Nicole Johnson - Director, Early Childhood programs
- Head Start Director's Report and Policy Council Report for February (uploaded to the Board Materials webpage)
- Administrator's Report (Appendix A)
- Board Member Comments

D. Old Business: None

E. New Business

1. **Board Member Resignation**

Heather Crofutt has submitted her letter of resignation as ESU 13 Board member effective immediately. She states "While I have enjoyed much of what I have learned and been involved with during my time on the ESU Board, the current circumstances have required me to reassess my participation."

Recommendation: Move to approve the resignation of Heather Crofutt.

2. **Box Butte County Redistricting Change**

With the legislative boundary changes of Districts 43 and 47, Box Butte County dissolved Precinct #12 and extended Precinct #4. Susan Myers at M.C. Schaff adjusted the ESU 13 voting district boundary lines to accommodate the change. This adjustment removes two people from Election District 1 and places them in Election District 2 and keeps Box Butte County Voting District #4 intact. The revised Exhibits A & B have been uploaded to the Board Materials webpage.

Recommendation: Move to approve the changes to Election District #1 and Election District #2.

3. **Head Start Vehicle Purchase**

Head Start requested bids for a minivan to be purchased from this year's grant funds ending March 31, 2022. However, one vendor relayed that due to the timeframe being in between production years and limited supply of 2022 vehicles, they were unable to bid, and no other bids were received. So that we can continue to search for a vehicle that meets the needs of the program, we are proposing that the Board allow the administrator authority to allow the grant to purchase a vehicle not to exceed \$40,000.

Recommendation: Move to approve the administrator's recommendation to pursue the purchase of a vehicle for the Head Start Program not to exceed \$40,000.

4. **Revision and Updated Head Start Policies and Procedures**

As per the Performance Standards, we need Board approval of revised Policy and Procedures. The revised Fiscal Written Plan policies have been uploaded to the Board Materials webpage. The Head Start Policy Council approved these items at their meeting on 2/22/22.

Recommendation: Move to approve the revised Head Start Fiscal Written Plan.

F. Approval of Minutes (Motion necessary for Approval)

G. Adjournment

Appendix A

Administrator Notes

March 2022

Cognia Accreditation

Cognia will be performing a virtual external visit for accreditation March 21-22. The Board of Education interview group will be held virtually on March 21st at 12:00 PM (MST). Diane Coon, Tim Horn, Patricia Jones, Scott Marsh, Mark Sinner, and Ray Richards will be participating in the group. During the meeting's reports, Amy Trauernicht will give a brief overview of the interview. The Executive Summary that is included in the board notes highlights the work that we have done over the past 5 years.

Facilities Updates

- We did not receive any bids for completing the HVAC system on the top floor of the original building. We are working with Baker & Associates on a plan for moving forward.
- We are in the process of upgrading the fire panel and will begin a process of updating our sensors throughout the building to utilize the features of the new panel.

STEM Project

At the February superintendents meeting, Craig Hicks shared information with districts about a grant opportunity titled Stemming Through Rural America. This is a National Science Foundation grant proposal being submitted by [NS4ed](#) on behalf of AESA. The focus of the proposal will be career connected learning to increase career awareness, engaged learning, graduation rates and develop greater college and career readiness. If the grant is funded, we would be able to hire a staff member to coordinate the project. Eight districts have submitted letters of intent to participate and we plan to have VALTS as a participant as well. More information is provided in the handout in the board materials.

Additional Vendor for 403(b) Plan

ESU 13 is a Plan Sponsor for an employee 403(b) plan. Currently, we have one vendor which is Matrix Trust Company that is accessed through Aspire/PCS Retirement. I would like the Personnel Committee to meet prior to our April meeting and discuss the benefit of adding an additional vendor.

NeMTSS split

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