

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

Tuesday - March 21, 2023

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

Meeting is also being held by Video Conference

Zoom Link: <https://zoom.us/j/3086353696>

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
- Certified Staff Resignations for 2023-2024
 - Janelle Mathews, teacher - PBDx
 - Ronetta Green, teacher - VALTS
 - Kamie Rhodes, Comm. Assistant, SLPA - SPED Dept.
 - Nicole Kelley, teacher - PBDx
 - Nikita Anderson, teacher - Head Start
- Certified Staff Contract Hires/Changes for 2023-2024
 - Nicole Murphy - SPED - FTE decrease to .6
 - Cassandra Behnke - VALTS teacher, contingent on release from current school contract.

Calendar

- **April 7-10, 2023** - ESU Office closed for Easter Break
- **April 18, 2023** - Regular Board Meeting
- **May 11, 2023** - VALTS Graduation - HARMS Center
- **May 12, 2023** - LifeLink Graduation - HARMS Center

Public Forum:

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

Reports

- Michelle Keszler and Kristen Kasten, Professional Learning Department - Selection and Implementation of High Quality Instructional Materials
- Head Start Director's Report and Policy Council Report for February (uploaded to the Board Materials webpage)
- Administrator's Report (Appendix A)
- Board Committee Reports
- Board Member Comments

D. Business

1. Defining Success at ESU 13

As a part of our strategic plan, we are working on organizational effectiveness. One of our steps in that plan is defining success for ESU 13. Our strategic planning group would like to gather information from the ESU 13 Board on what you see as success for our organization.

Discussion only

2. Head Start Cost of Living Allowance (COLA) Increase

Head Start/Early Head Start requests a motion to approve that the 5.6% COLA in the amount of \$190,133 being offered by the Department of Health and Human Services' Administration for Children and Families be used in its entirety to support a 5.6% increase in pay for Head Start employees.

Recommendation: Move to approve \$190,133 for the 5.6% Cost of Living Allowance (COLA) increase for Head Start and Early Head Start employees that is being offered by the Department of Health and Human Services' Administration for Children and Families.

3. Head Start Quality Improvement Funding

Head Start/Early Head Start requests a motion to approve the Quality Improvement funding increase in the amount of \$87,530 being offered by the Department of Health and Human Services' Administration for Children and Families be used in its entirety to support an increase in pay for Head Start employees.

Recommendation: Move to approve the Quality Improvement funding increase of \$87,530 for Head Start and Early Head Start employees that is being offered by the Department of Health and Human Services' Administration for Children and Families.

4. Revision and Updated Head Start Policies and Procedures

As per the Performance Standards, we need Board approval of new or revised Policy and Procedures with significant changes. The Fiscal Written Plan and new employee compensation policy have been uploaded to the Board Materials webpage. The Policy Council approved these items at their meeting on February 28, 2023.

Recommendation: Move to approve the revised Head Start Fiscal Written

Plan.

5. Negotiated Agreement 2023-2024 & 2024-2025 Addendum

At the February Board meeting, approval of a retention incentive for all certified, classified, professional and director staff was granted. An addendum to the Negotiated Agreement has been prepared and signed by the ESU 13 Education Association.

Recommendation: Move to approve the Addendum to the 2023-2024 & 2024-2025 Negotiated Agreement to ratify the approval of the retention incentive for certified staff.

6. 2023-2024 ESUCC Master Services Agreement (MSA)

A copy of the one year *Master Services Agreement* between ESUCC and ESU 13 has been uploaded to the Board Materials webpage. Page 13 is a Summary of MSA Fees for 2023-2024. The Administrator recommends participation in all of the projects. The ones that had price increases are listed below:

- ESUPDO Project consists of four affiliate groups; Staff Development Affiliate, Teaching and Learning with Technology, Network Operations Committee, and ESU Special Populations Directors. Each ESU will participate. (Annual program fee increases from \$2,000 to \$2,400; participation fees increase from \$20.00 per person per day to \$25.00 per person per day).
- Student Services
 - SRS (Special Education Project (increases from \$5,700 to \$6,000)
 - SRS Additional SRS fees (5% increase in fees per Tier Table)
 - 504 Plan (no charge)
 - SRS Additional 504 Plan Fees (Tier) (no charge)

Recommendation: Move to approve the administrator’s recommendation to participate in the all ESUCC cooperative projects for 2023-2024.

7. Two NEW MODEL 4-5 Passenger Midsize AWD Vehicles

Request for public bid was issued on February 24th for two new model 4-5 passenger Chevy Equinox or equal 2023 or current production year series, code, trim level: 1LT. Closing date was Monday, March 20th. The bids received are noted below. The Administrator recommends the purchase of two 2023 Chevrolet Equinox LT vehicles from Team Auto Center for a total of \$58,694.

Vendor	Model	Price
Team Auto Center	2023 Chevrolet Equinox LT	\$29,347
GMC of Chadron	2023 GMC Terrain AWD SLE	\$31,069

Recommendation: Move to approve the Administrator’s recommendation to purchase two 2023 Chevrolet Equinox LT vehicles from Team Auto Center for a total of \$58,694.

8. Sparq Data Solutions

On March 13, a demonstration of the Electronic Meeting Software was presented

to Dr. Barrett and Desira Martin. The annual subscription fee is \$2,600. If the Agreement is signed before March 31st, Sparq Data Solutions will waive the set up fee. If the Agreement is approved by the Board, training for the Administration will be prior to the April Board meeting. Board member training will be at the April Board meeting with the May meeting utilizing the new format.

Recommendation: Move to approve the Administrator’s recommendation to subscribe to Sparq Data Solutions Electronic Meeting Software.

9. Upgrade to Zoom Rooms

At the April 19, 2022 regular meeting, the Board approved Zoom technology upgrades to the Harms Center and Conference Room E. However, rather than upgrading Conference Room E at the main Office, there is a greater need to upgrade the Meeting Room 109 at the Burkhiser Complex in Chadron. Cytek Media Systems wrote a quote for this upgrade. The two large meeting rooms (188 & 189) at the Harms Center will still be included in the upgrades.

Room	Vendor	Cost
Harms Center, Rooms 188/189	Cytek Media Systems	\$50,539.00 (Previous Approved Quote)
Burkhiser 109, CSC	Cytek Media Systems	\$36,828.00

Recommendation: Move to approve the Administrator’s recommendation to accept the quote from Cytek Media Systems, Inc. to include Burkhiser Complex Room 109 Zoom room in Chadron, and remove Conference Room E Zoom upgrade from the original quote.

E. Approval of Minutes (Motion necessary for Approval)

F. Adjournment

Appendix A

Administrator Notes

March 2023

Swatting Incident

During the first week of March, there were multiple incidences of “swatting” or fake calls reporting shootings in schools across the state. We are thankful that it was not a real situation. This gave us a chance to practice our Standard Response Protocol. Overall things went very smoothly.

Classified & Leadership Compensation

The compensation package has been set for certificated staff that are included in the bargaining unit for the 2023-24 school year. At the April Board meeting, a motion is requested to take official action regarding leadership and classified staff compensation package for 2023-2024.