

**BOARD OF EDUCATIONAL SERVICE UNIT NO. 13 (ESU 13)**  
**Tuesday - October 19, 2021**  
**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 meetings (Budget Hearing, Tax Hearing, September regular meeting)
- Treasurer's Report
- Fund Balance
- Budget Report
- Claims for Disbursement
- Approval of Head Start Staff Contract
- Approval of attendance for educational workshops, conferences, training programs, official functions, hearings, or meetings

**Calendar**

- **October 22, 2021** - All Staff Inservice
- **October 27, 2021** - ESU 13 Advisory Council Meeting - ESU 13 Conference Rooms B & C (Dr. Barrett will be hosting from Chadron) - 10:00 AM
- **October 27, 2021** - Needs-Resources: Understanding How the State Funds Your District - Alliance (Jones)
- **October 29, 2021** - ESU Offices Closed
- **November 9, 2021** - Regular Board Meeting (Moved up one week due to NASB State Education Conference)
- **November 17-19, 2021** - State Education Conference - CHI Health Center, Omaha (Diemoz)
- **December 1-4, 2021** - AESA 36th Annual Conference - Houston, TX (Diemoz, Marx, Richards, Sinner)

**Public Forum:**

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

**Reports**

- Tom Peacock - Director of Alternative Education

- Head Start Director's Report and Policy Council Activity Report for September (Uploaded to the Board material webpage)
- Administrator's Report ([Appendix A](#))
- Board Member Comments

**D. Old Business - None**

**E. New Business**

**1. Head Start COVID Year 1 Funds**

The Head Start Program is prepared to submit a carryover request for the COVID Year 1 funds. The amount being requested for carryover is \$68,966. The carryover funds will be used for projects including upgrades to the Early Learning Center (ELC), ELC dishwasher, ELC playground, air gaps in the Child Development Center (CDC) kitchen and ELC kitchen, plumbing for washer/dryer at the Bridgeport location, new washer/dryer at CDC, new locks on all interior doors at CDC for safety measures, continued subscription to the Ready4K Family Engagement Curriculum, and online Creative Curriculum platform for both Early Head Start and Head Start.

**Recommendation:** Move to approve the submission of carryover COVID Year 1 funds in the amount of \$68,966 for equipment and upgrades of Head Start program locations.

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

**G. Adjournment**

**Appendix A  
Administrator Notes  
October 2021**

**Cooperative Purchasing Savings**

ESUCC Cooperative Purchasing Sales and Savings by ESUs, by vendor, by school and by program are uploaded to the Board materials webpage for your review.

**ALICAP Onsite Visit**

Ken Navratil, NASB Loss Prevention Consultant, was here on September 21, 2021 for his annual inspection. The 2021-22 "Experience Modifier" is 0.78 which is the same as it was for 2020-21. Mr. Navratil states "Your staff is doing an excellent job. Keep up the good work." A copy of the report has been uploaded to the Board Materials webpage.

**Redistricting**

The Election Districts Committee met on October 11th to begin the process of reviewing the census data for changes.

**School Mental Health Grant**

The School Mental Health Grant has been approved by NDE for the purpose of training ESU staff to become a trainer of the Comprehensive School-Based Mental Health Program in order to provide training and guidance to the school districts across the state. This contract will increase the capacity of NDE to support and deliver comprehensive supports statewide. NDE will utilize ESSER III funds to pay for the project. The Scope of Work has been uploaded to the Board materials webpage.

**Sale of Head Start Busses**

Notice was posted at ESU 13, our website, and published in the paper for the sale of two Head Start busses. The sealed bids will be turned in no later than 3:00 PM on November 8th.

**Interim Administrator Evaluation**

Section 14 of the Interim Administrator contract states *the Board shall evaluate the Interim Administrator as provided in Board policy, which is twice during this contract period*. The first evaluation needs to take place at the November Board meeting. I am submitting a copy of my goals and the evaluation instrument form. President Sinner requests that the evaluation instrument be returned to him no later than November 1st. A summary of the findings will be presented at the November meeting for my evaluation. Board Policy states that renewal of the Administrator Contract takes place at the regular February meeting.

**NeMTSS split**

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