

**BOARD OF EDUCATIONAL SERVICE UNIT NO. 13 (ESU 13)**  
**TUESDAY - September 14, 2021**  
**Location - ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE**

**BUDGET HEARING - 7:00 PM**

**A. Call to Order**

- Hearing is governed by the Nebraska Open Meetings Act as posted

**B. Review of ESU 13 Budget Document for 2021-2022**

Governing body will meet for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to the proposed 2021-2022 budget for the operation of ESU 13 (§ 13-501 to 13-513).

**C. Adjournment**

**TAX REQUEST HEARING - IMMEDIATELY FOLLOWING**

**A. Call to Order**

- Hearing is governed by the Nebraska Open Meetings Act as posted.

**B. Review of *Resolution* Setting the ESU 13 2021-2022 Final Tax Request**

Governing body will meet for the purpose of hearing support, opposition, criticism, suggestions or observations of taxpayers relating to setting the proposed final tax request at a different amount than the prior year tax request (§ 77-1601.02).

<b>Year</b>	<b>Tax Request</b>	<b>Levy</b>	<b>Valuation</b>
2020-2021	\$1,820,870.42	.01549428	\$11,751,884,707
2021-2022	\$1,858,944.39	.01548877	\$12,002,109,891

**C. Adjournment**

## **REGULAR MEETING - IMMEDIATELY FOLLOWING**

### **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 Regular Meeting (August 2021)
- Treasurer's Report
- Fund Balance
- Budget Report (Corrected August 2021, September 2021)
- Claims for Disbursement
- Staff Travel

#### **Calendar**

- **September 27, 2021** - NASB Thriving Families and Communities Conference - Virtual
- **September 29, 2021** - ESU 13 Advisory Council Meeting - ESU 13 Main Office, Conference Rooms B/C - 10:00 A.M.
- **October 12-13, 2021** - NASB Labor Relations Conference - Lincoln
- **October 19, 2021** - Regular Board Meeting
- **October 22, 2021** - All Staff Inservice
- **October 29, 2021** - ESU Offices Closed
- **November 17-19, 2021** - State Education Conference - CHI Health Center, Omaha (Diemoz)
- **December 1-4, 2021** - AESA 36th Annual Conference - Houston, TX (Richards, Sinner)

#### **Public Forum:**

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

#### **Reports**

- NASB Area Membership Meeting (Diemoz, Horn, Jones, Knapper, Marx, Richards, Sinner)
- Head Start Director's Report and Policy Council Activity Report for August (Uploaded to the Board material webpage)
- Administrator's Report ([Appendix A](#))
- Board Member Comments

### **D. Old Business - None**

## E. New Business

### 1. **Proposed 2021-2022 Budget for ESU 13**

A copy of the budget has been uploaded to the website. The proposed budget reflects a decrease of \$1,397,137 over last year's adopted budget. The decrease is in part due to construction of the Sidney project that began in the 2019-20 fiscal year. The Finance Committee reviewed the budget on September 8, 2021.

**Recommendation: Move to approve the 2021-2022 proposed budget for the operation of ESU 13 in the amount of \$18,197,582.**

### 2. **Resolution Setting the 2021-2022 Final Tax Request**

The property tax request for the prior year will be the property tax request for the current year for purposes of the levy set by the County Board of Equalization unless the governing body passes by a majority vote a *Resolution* setting the tax request at a different amount. ([Appendix B](#)).

**Recommendation: Move to approve the *Resolution* setting the 2021-2022 property tax request at \$1,858,944.39.**

### 3. **Barracuda Proposal for Back-up Server**

A quote from JourneyEd.com, Inc. in the amount of \$15,268.32 has been obtained for a three year continuation of our Barracuda file back-up system that includes an offsite location in the event of ransomware. A copy of the quote has been uploaded to the Board materials webpage.

**Recommendation: Move to approve the renewal of the Barracuda Backup Server for three years in the amount of \$15,268.32.**

### 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 Head Start Nutrition Written Plans and the Head Start Human Resources Written Plans have been uploaded to the Board Materials webpage. The Head Start Policy Council approved these items at their meeting on August 31, 2021.

**Recommendation: Move to approve the revised Head Start Nutrition Written Plans and the Head Start Human Resources Written Plans.**

### 5. **Emergency Operations Plan (EOP)**

Following Nebraska State Statutes, the ESU 13 EOP outlines the expectations of staff/faculty; roles and responsibilities; direction and control systems; internal and external communications plans; training and sustainability plans; authority and references as defined by local, tribal, state, and federal government mandates; common and specialized procedures; and responses/recovery for specific hazards and vulnerabilities.

**Recommendation: Move to approve the ESU 13 Emergency Operations Plan (EOP).**

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

## G. Adjournment

**Appendix A  
Administrator Notes  
September 2021**

**Director Attendance at Board Meetings**

Beginning at the October Board meeting, we will be adding department spotlights to the Reports section of our meeting. This will be a way for our Board to get to know our departments and program directors in a more personal, yet informative way.

**Systems Alignment**

Working toward continued efforts on Strategic Goal #4, ESU 13 will develop a model to support school districts with the implementation of a multi-tiered system of support (MTSS) to meet the unique needs of students of all ages within the member school districts. Objective #1: ESU 13 will align internal processes to provide effective MTSS supports. We held the first of quarterly systems alignment day where many of our programs shared the work they are doing in districts in an effort to align and maximize our efforts. We discussed unit-wide efforts as well as how we are supporting each of our districts.

**Recognize Board members for NASB**

The Nebraska Association of School Boards (NASB), Board of Directors and staff, recognized four ESU 13 Board members as 2021 Award of Achievement recipients during the Gering Area Meeting on Tuesday, August 24, 2021. Board members are awarded for their advocacy efforts, participation in NASB Services and Programs, as well as attendance at NASB workshops and events.

- Level 5 Patricia Jones and Kim Marx
- Level 8 Bill Knapper
- Level 9 Steve Diemoz

**Audit scheduled**

On September 9th, auditors from Dana Cole & Company visited ESU 13 for an informal walk through to visit with our staff who will be participating in our audit. The 2020-21 audit has been scheduled for the week of November 1-5, 2021.

**Board Meeting in Sidney**

Last year, we held a meeting in Sidney to highlight the new offices and celebrate the ribbon cutting for our new facility. We host one of our Superintendent Advisory Council meetings there each year. Would the board like to have one meeting in the Sidney office each year?

**ALICAP Coverage Update**

In July, information was shared about the ALICAP survey for coverage in cyber security and ransomware attacks. We have received feedback from ALICAP that in order to maintain coverage, we will need to add additional critical controls. For our purposes, we will be adding multi factor authentication (MFA) to access email and our servers.

### **Pandemic Response Plan**

Our Pandemic Response Plan was modified to set the threshold for increasing to high risk at 5% of individuals at a site. In high risk, masks are required for all staff and students in those locations. Individual exceptions can be considered with consultation from the nurses and program director. This was in part due to guidance received from PPHD about potential need for quarantining groups if mitigating measures weren't present. PPHD has advised us that if an emerging outbreak is detected (an outbreak is defined as three cases in a classroom/cohort) quarantine may be ordered for the cohort depending on the level of vaccination, masking, and other protective measures. DHHS will support the quarantine order. We are closely monitoring the directive that came out of the White House requiring vaccination for all Head Start Staff.

### **Pediatric Crisis Standards of Care**

Due to the unique needs of children, a group has been working over the past year to develop a specialized crisis standards of care plan to ensure that the standards used for adult patients are not universally applied to children and that the crisis standards of care plan fits the needs of the pediatric population in Nebraska. As the Delta variant has been affecting pediatric populations at a significantly higher rate than the previous iteration of the pandemic, we reconvened this group to discuss potential concerns and needs for transfers, etc. I was asked to serve on this committee to represent the education community in Western Nebraska along with Dr. Andrew Dick of Scottsbluff Public Schools.

### **NeMTSS split**

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

**Appendix B**

**RESOLUTION** SETTING THE 2021-2022 PROPERTY TAX REQUEST  
FOR EDUCATIONAL SERVICE UNIT NO. 13 (ESU13)

WHEREAS, Nebraska Revised Statute 77-1601.02 provides that the Governing Body of ESU 13 passes by a majority vote a resolution or ordinance setting the tax request; and

WHEREAS, a special public hearing was held as required by law to hear and consider comments concerning property tax request;

NOW, THEREFORE, the Governing Body of ESU 13, resolves that:

1. The 2021-2022 property tax request be set at:

<b>Fund</b>	<b>Tax Request</b>	<b>Levy</b>
General	\$1,800,135.01	.014998487
Bonded Indebtedness	\$ 58,809.38	.000489992
<b>Total</b>	<b>\$1,858,944.39</b>	<b>.015488779</b>

2. The total assessed value of property differs from last year's total assessed value by 2.13%.

<b>2020 Valuation</b>	<b>2021 Valuation</b>
\$11,751,884,707	\$12,002,109,891

3. The tax rate which would levy the same amount of property taxes as last year, when multiplied by the new total assessed value of property, would be \$.015171 per \$100 of assessed value.
4. ESU 13 proposes to adopt a property tax request that will cause its tax rate to be \$.015488 per \$100 of assessed value.
5. Based on the proposed property tax request and changes in other revenue, the total operating budget of ESU 13 will decrease last year's budget by 7.13%.
6. A copy of this resolution be certified and forwarded to the County Clerk on or before October 13, 2020.

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_ to adopt this *Resolution* setting the Property Tax Request this 14th day of September, 2021.

Roll call vote as follows:

Board Member	Yes	No
Diane Coon		
Heather Crofutt		
Steve Diemoz		
Don Egging		
Tim Horn		
Patricia Jones		
William Knapper		
Scott Marsh		
Kim Marx		
Tom Millette		
Ray Richards		
Mark Sinner		

The undersigned herewith certifies as President of the Board of ESU 13 that the above stated *RESOLUTION* was duly adopted by a majority of said Board at a duly constituted public meeting of said Board.

President of the Board \_\_\_\_\_