

OFFICIAL MINUTES  
 REGULAR MEETING  
 BOARD OF EDUCATIONAL  
 SERVICE UNIT NO. 13

The regular meeting of the Board of Educational Service Unit No. 13 (ESU 13) was called to order by President Mark Sinner on Tuesday, May 18, 2021, at 7:00 PM at the Harms Center, 2620 College Park, Room 188, Scottsbluff, NE. Meeting notice was published in the Star-Herald on Friday, May 14, 2021.

President Sinner referenced the Nebraska Open Meetings Act as posted and noted that the Board reserves the right to rearrange the order of the agenda and to convene an executive session in accordance with § 84-1410.

Present: Diane Coon, Steve Diemoz, Don Egging, Tim Horn, Patricia Jones, Bill Knapper (arrived at 7:04 PM), Scott Marsh, Kim Marx, Tom Millette, Ray Richards, Mark Sinner, Dr. Andrew Dick - Administrator, Jodi Walker - Business Manager, and Desira Martin - Treasurer. Guests: Dr. Laura Barrett, Nicole Johnson, and Donna Jenne.

Absent: Heather Crofutt.

Moved by Jones, seconded by Coon, that absent Board member, Heather Crofutt, be excused. Aye: Diemoz, Egging, Horn, Marsh, Marx, Millette, Richards, Sinner. Nay: none. Absent: Crofutt, Knapper. Motion passed.

Moved by Marsh, seconded by Millette, that the agenda be approved as listed. Aye: Diemoz, Egging, Horn, Jones, Marx, Richards, Sinner, Coon. Nay: none. Absent: Crofutt, Knapper. Motion passed.

Moved by Horn, seconded by Diemoz, that consent action items be approved as listed (Minutes of April meeting, Treasurer's Report, Fund Balance Report, Budget Summary Report, staff travel, and claims). Aye: Egging, Jones, Marsh, Marx, Millette, Richards, Sinner, Coon. Nay: none. Absent: Crofutt, Knapper. Motion passed.

The following General Fund claims were approved for payment:

| <b>May 18, 2021 Claims</b>  |                       |
|---|-----------------------|
| Salaries, Benefits  | \$894,599.37          |
| Prof. & Tech. Services; Mileage                                     | \$96,167.20           |
| Leases, Utilities & Maintenance                                     | \$18,417.09           |
| Copies, Postage, Telephone & Travel                                 | \$79,740.51           |
| Supplies, Materials, Software & other Util.                         | \$95,554.84           |
| Bldg. Improvements, Furn., Equipment, Hardware, Vehicle Acquisition | \$77,731.26           |
| Transfer for Investments  | \$450,000             |
| Dues, Fees & Ind. Costs   | \$174,592.39          |
| <b>Total</b>  | <b>\$1,886,802.66</b> |

Calendar items were discussed.  
 No public forum.

## Reports:

Dr. Laura Barrett, Nici Johnson, and Donna Jenne gave an update to the Board regarding ESU's commitment to support the continuous improvement of our Head Start program. They reviewed Performance Standards, Policies, Job Descriptions, Self-Assessment, other ESAs across the country, and held meetings with the Head Start Management Team. The valuable information obtained from the review will help in improvements to:

- Expand and enhance coaching model across early childhood programs
- Refine self-assessment process to be ongoing and include longitudinal data
- Explore other potential funding sources including cost-sharing potential within ESU
- Align vision and efforts with other early childhood programs and ESU 13 departments
- Blend current Head Start policies and procedures with ESU 13 policies and procedures
- Analyze infrastructure to align with current program needs and position Head Start for success

Donna Jenne, Director of Head Start, reported that on April 5-9, 2021, the Administration for Children and Families (ACF) conducted a Focus Area One (FA1) monitoring review of the ESU 13 Head Start and Early Head Start programs. The Office of Head Start (OHS) found the Head Start and Early Head Start programs to be in compliance with the Head Start Performance Standards and Public Law 110-134 - Improving Head Start for School Readiness Act of 2007.

Head Start Director's Report and Policy Council Report for April - no discussion.

### Administrator's Report:

- Donna Jenne, Director of Head Start programs at ESU 13 for six years, will be resigning effective June 4th. Dr. Dick thanked Donna for her quality leadership of the program as Head Start transitioned from CAPWN to ESU 13. He commended Donna for her knowledge of the Head Start Standards and constant efforts to ensure the program is in compliance.
- A monitoring review of the Elementary and Secondary Education Act/Every Student Succeeds Act (ESEA/ESSA) grant programs was conducted on February 18, 2021. The programs reviewed were Title I All ESEA Programs, Title III, Part A, Title III English Learners, and Title IV, A Student Support and Academic Enrichment. The review concluded that ESU 13 is clearly committed to assessing the needs of its schools, identifying best practices, providing opportunities to train all our teachers, and to provide programs for students to best meet the needs of all learners.
- With Board support, recommendations for hire of certificated staff as well as resignations will be added to the consent action items of the agenda.

Board Member Comments: Patricia Jones informed the group that a two day training session regarding Poverty (Addressing Poverty in Communities and Schools) will be held at Alliance Public Schools.

**Old Business:** none.

### **New Business:**

Moved by Millette, seconded by Richards, that the Board approve ESU 13's Menu of Services for funding as recommended by the member districts. Aye: Egging, Horn, Jones, Knapper, Marsh, Marx, Sinner, Coon, Diemoz. Nay: none. Absent: Crofutt. Motion passed.

Moved by Marx, seconded by Marsh, that the Board approve the Administrator's recommendation to participate in the ESUCC cooperative projects for 2021-2022. At the conclusion of the discussion, ESU 13 will obtain legal counsel regarding the indemnification clause that is in the agreement. Aye: Horn, Jones, Knapper, Millette, Richards, Sinner, Coon, Diemoz, Egging. Nay: none. Absent: Crofutt. Motion passed.

Moved by Millette, seconded by Diemoz, that the Board approve the revision of Board Policy Article 6, Section 5 (Student Health). Aye: Jones, Knapper, Marsh, Marx, Richards, Sinner, Coon, Egging, Horn. Nay: none. Absent: Crofutt. Motion passed.

Moved by Horn, seconded by Knapper, that the Board approve the revision of Board Policy Article 4, Section 5 (Standards of Conduct - Telework). Aye: Marsh, Marx, Millette, Richards, Sinner, Coon, Diemoz, Egging, Jones. Nay: none. Absent: Crofutt. Motion passed.

Moved by Knapper, seconded by Diemoz, that the Board approve the Administrator's recommendation for the complete and comprehensive audit service to be awarded to Dana F. Cole & Company for a three-year period. Aye: Marsh, Marx, Millette, Richards, Sinner, Coon, Egging, Horn, Jones. Nay: none. Absent: Crofutt. Motion passed.

Moved by Knapper, seconded by Richards, that the Board approve the date change of the September Board meeting to September 14, 2021 to align with the budget timeline. Aye: Marx, Millette, Sinner, Coon, Diemoz, Egging, Horn, Jones, Marsh. Nay: none. Absent: Crofutt. Motion passed.

Moved by Millette, seconded by Egging, that the Board approve the 2022 VALTS graduation date change to May 11, 2022. Aye: Richards, Sinner, Coon, Diemoz, Horn, Jones, Knapper, Marsh, Marx. Nay: none. Absent: Crofutt. Motion passed.

Moved by Knapper, seconded by Marsh, that the Board approve the amended VALTS Bylaws and VALTS Interlocal Agreement. Aye: Richards, Sinner, Coon, Diemoz, Egging, Horn, Jones, Marx, Marsh. Nay: none. Absent: Crofutt. Motion passed.

Moved by Horn, seconded by Egging, that the Board approve the addition of Kimball Public School District to the Panhandle Beginnings Interlocal Agreement. Aye: Sinner, Coon, Diemoz, Jones, Knapper, Marsh, Marx, Millette, Richards. Nay: none. Absent: Crofutt. Motion passed.

Moved by Millette, seconded by Marx, that the Board approve the revised Head Start Family & Community Partnerships (FCP) Written Plan and the Transportation Written Plan. Aye: Coon, Diemoz, Egging, Horn, Jones, Knapper, Marsh, Richards, Sinner. Nay: none. Absent: Crofutt. Motion passed.

Moved by Coon, seconded by Egging, that the Board approve the certified employee contract with Janelle Mathews. Aye: Diemoz, Horn, Jones, Knapper, Marsh, Marx, Millette, Richards, Sinner. Nay: None. Absent: Crofutt. Motion passed.

Moved by Millette, seconded by Diemoz, that the Board approve a 2.6% total package salary increase for Leadership and Classified staff for 2021-2022. Aye: Egging, Horn, Jones, Knapper, Marsh, Marx, Richards, Sinner, Coon. Nay: none. Absent: Crofutt. Motion passed.

Moved by Egging, seconded by Jones, that the above listed minutes be approved as read. Aye: Horn, Knapper, Marsh, Marx, Millette, Richards, Sinner, Coon, Diemoz. Nay: none. Absent: Crofutt. Motion passed.

President Sinner declared the regular meeting adjourned. Next regular meeting will be held on Tuesday, June 15, 2021. Due to a construction project at the Main Office, the meeting will be held at the Harms Center, 2620 College Park, Room 188, Scottsbluff, NE.