

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, February 18, 2020, at 7:00 PM at the ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE, and by video conference to ESU 13 Satellite Office, 1114 Toledo, Sidney, NE; Alliance Public Schools Adm. Bldg., 1604 Sweetwater, Alliance, NE; Hay Springs High School, 407 N. Baker, Hay Springs, NE; and Chadron State College, Miller Hall, Chadron, NE. Meeting notice was published in the Star-Herald on February 13, 2020. Board materials were uploaded to the ESU 13 Board member webpage on Thursday and Friday, February 13 and 14, 2020.

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, Heather Crofutt, Steve Diemoz, Don Egging, Tim Horn, Patricia Jones, Bill Knapper, Scott Marsh, Kim Marx, Ray Richards, Mark Sinner, Dr. Andrew Dick, Administrator, Jodi Walker, Business Manager and Desira Martin, Treasurer. Guests: Donna Jenne, B.J. Peters and Craig Hicks. Absent: Millette.

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

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

Moved by Richards seconded by Jones, that consent action items be approved as listed (minutes of January regular meeting and February 4 special meeting, Treasurer's Report, Fund Balance Report, Budget Summary Report, claims, and staff travel). Aye: Diemoz, Egging, Horn, Knapper, Marsh, Marx, Sinner, Coon, Crofutt. Nay: none. Absent: Millette. Motion passed. The following General Fund claims were approved for payment:

February Claims	
Salaries, Benefits	\$822,430.81
Prof. & Tech. Services; Mileage	\$92,039.32
Leases, Utilities & Maintenance	\$19,819.97
Copies, Postage, Telephone & Travel	\$79,554.55
Supplies, Materials, Software & other Util.	\$55,799.59
Bldg. Improvements, Furn., Equipment, Hardware, Vehicle Acquisition	\$0.00
Transfer for Investments	\$250,000.00
Dues, Fees & Ind. Costs	<u>\$27,917.62</u>
Total	\$1,347,561.86

Calendar dates were noted.

No Public Forum.

Reports: B.J. Peters, ESU 13 Technology Director, gave a presentation to the Board that included an overview of the department.

Craig Hicks, ESU's Technology Integration Specialist, gave the Board a presentation of our newly designed website.

Donna Jenne, Director of the Head Start program, gave Eligibility training that included who qualifies for Head Start, application process, documentation, income calculation, selection and wait list selection for open slots.

Four Board members attended the Legislative Issues Conference that took place on February 9-10 in Lincoln. Each member commented on the information they received from the Key Speaker, Senators and current legislative bills that may have an impact on public education in Nebraska.

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

Each Board member received a copy of ESU's audit report for the fiscal year ending August 31, 2019.

Administrator's Report: On February 20, 2020, Laura Lutz from NDE will be here to conduct an Administrative Review and Procurement Review of the School Lunch Program. During the preparation for the audit, the Hazard Analysis and Critical Control Point Policy was updated. A new process for certificated staff has been implemented to request an Intent to Return form. ESU 13 is working on implementing a safety tip line for students and staff.

Old Business: None

New Business: Amendment of Board Policy on Personnel – Article 4, Sections 1-6 was presented as introduction only. Jones requested a correction to Section 5, Standards of Conduct, under Employee Property #3 to read "Created without ESU #13 support or ESU #13 facilities". No action required.

Proposed Video Surveillance Policy was presented as introduction only. No action required.

Moved by Marsh, seconded by Knapper, that the Board approve Head Start's revised written plans of Planning and Monitoring/Communication and Record Keeping and ERSEA (Eligibility, Recruitment, Selection, Enrollment and Attendance). Aye: Egging, Horn, Jones, Marx, Richards, Sinner, Coon, Crofutt, Diemoz. Nay: none. Absent: Millette. Motion passed.

Moved by Marx, seconded by Diemoz, that the Board approve the Amendment to Owner-Engineer Agreement for the Sidney Building Addition and Garage Building listing Western Nebraska Community College as co-owner and operator for the metal garage building as listed in Exhibit K. Aye: Horn, Jones, Knapper, Marsh, Richards, Sinner, Coon, Crofutt, Egging. Nay: none. Absent: Millette. Motion passed.

Moved by Richards, seconded by Coon, that the request from KSO CPAs + Advisors to conduct the ESU 13 audit for the fiscal year ending August 31, 2020, be approved. Aye: Jones, Knapper, Marsh, Marx, Sinner, Crofutt, Diemoz, Egging, Horn. Nay: none. Absent: Millette. Motion passed.

Moved by Sinner, seconded by Egging, that the Board approve the Negotiations/Personnel Committee's recommendation to amend the Administrator's contract for the 2020-2021 term as proposed. Aye: Knapper, Marsh, Marx, Richards, Coon, Crofutt, Diemoz, Horn, Jones. Nay: none. Absent: Millette. Motion passed.

Moved by Horn, seconded by Diemoz, that the Board approve the above listed minutes as read. Aye: Marsh, Marx, Richards, Sinner, Coon, Crofutt, Egging, Jones,

Knapper. Nay: none. Absent: Millette. Motion passed.

President Sinner declared regular meeting adjourned. Next regular meeting will be held Tuesday, March 17, 2020, beginning at 7:00 PM at the ESU 13 Main Office, 4215 Avenue I, Scottsbluff, NE, and broadcast to video conference sites at Alliance, Chadron, Hay Springs, Hemingford, and Sidney.