

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

Tuesday - July 20, 2021

Location - Harms Center, 2620 College Park - Room 188, 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 Meeting (June regular meeting)
- Treasurer's Report
- Fund Balance
- Budget Report
- Claims for Disbursement
- Approval of Certified Staff Hire
 - Leah Reed-School Psychologist - contingent on release from Thompson School District
 - Katherine Peters - Music/Fine Arts and Life Skills Teacher
- Approval of attendance for educational workshops, conferences, training programs, official functions, hearings, or meetings

Calendar

- **August 16, 2021** - All Staff-inservice - Harms Center (Plex) - 9:00 AM
- **August 17, 2021** - Regular Board meeting - ESU 13 Main Office
- **August 24, 2021** - ESU 13 Advisory Council Meeting, ESU13 Conference Rooms B/C - 2:00 PM
- **August 24, 2021** - NASB Area Membership Meeting - Gering (Knapper)
- **September 14, 2021** - Budget Hearing, Tax Request Hearing, Regular meeting (moved up one week from September 21st due to State budget timeline)
- **December 1-4, 2021** - AESA 36th Annual Conference - Houston, TX (Please let Desira know by September Board meeting)

Public Forum

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

Reports

- Introduction of new program Directors - Deirdre Amundsen, Director of Professional Learning and Tom Peacock, Director of Alternative Education.
- Head Start Director’s Report and Policy Council Minutes for June (uploaded to the Board Material webpage).
- Administrator’s Report (Appendix A)
- Board Member Comments

D. Old Business

1. Proposed Board Policy - Article 3, Section 4 (Funds Management)

NDE is conducting monitoring visits or “Fiscal Desk Reviews” for federal grant funds. Pursuant to 2 C.F.R. (Code of Federal Regulations) § 200.303, NDE has been asking for written internal controls and Policies and Procedures. In their Annual Policy Update, Perry Law Firm has added language to reflect these regulations. This language is new to our Board Policy. The Policy Committee has reviewed the changes. The updated version with the new policy has been uploaded to the Board Materials webpage noted in red.

Recommendation: First reading. No action required.

E. New Business

1. Panhandle Beginnings Day Treatment Lunch Program Proposal

The Carpenter Center has informed ESU 13 that they will not be providing food for the school lunch program for the 2021-2022 school year. Following the Procurement Board Policy for Small Purchase Procedures, contacts were made to The Meat Shoppe, Gering Public Schools and Scottsbluff Public Schools. The Meat Shoppe does not want to enter a bid this year and follow up from Scottsbluff did not meet the bid submission deadline. The Gering Public School bid is below:

	Breakfast Cost	Lunch Cost
Grades K-5	2.25	3.20
Grades 6-8	2.25	3.20
Adult	3.75	4.25

Recommendation: Move to approve the bid from Gering Public Schools for the lunch program at Panhandle Beginnings Day Treatment for the 2021-2022 school year.

2. 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 Health Written Plans were approved by Policy Council at their meeting on June 29, 2021 (uploaded to Board Member webpage).

Recommendation: Move to approve the revised Head Start Health Written Plans.

3. VALTS Student Handbook

The 2021-2022 VALTS Student Handbook has been updated and revised to reflect updated Board Policy. The VALTS Board approved the Handbook at their June 22nd Board meeting. The handbook has been uploaded to the Board Materials webpage with edits made in color.

Recommendation: Move to approve the 2021-2022 VALTS Student Handbook.

F. Approval of Minutes (Motion necessary for Approval)

G. Adjournment

Appendix A

Administrator Notes

July 2021

AESA Conference Presentation

ESU 13 Staff Developer, Dr. Julie Downing and Kim Snyder from NDE have had their proposal accepted to present at AESA's annual conference highlighting the partnership between NDE and ESU 13 in Julie's position of teacher development in SEED (Supporting Educator Effectiveness through Development). They will also highlight our partnership with NeMTSS.

November and December Board Meetings

The November ESUCC meeting will be on Wednesday, November 17, 2021 in conjunction with the State Education Conference. Our board meeting is scheduled for November 16, 2021. We could consider moving this to allow the interim administrator to attend both the ESUCC meetings and the State Education Conference.

The third Tuesday of December falls on December 21st which coincides with ESU's Christmas break. What is the Board's opinion of moving the December meeting up a week to December 14th?

Superintendent Visits

Visits have been scheduled with superintendents to get to know them and the needs of their districts. So far, 12 visits have been scheduled with a goal of completing all by the end of September.

NeMTSS/ESU 13 Split

The interim administrator contract includes a split with NDE for .25 of the contracted days. Each month, the administrator's report will include the split that was submitted for the previous month. The contract began July 1 so next month will be the first report.

Summer Facilities Projects

- The HVAC and Computer Lab Project is going well. We are anticipating meeting the projected completion date of August 1. The HVAC has been installed, lighting has been updated, and flooring has been laid. The final 150 square feet of carpeting is being installed today, July 20th.
- The facilities team has painted the Meridian classrooms, hallway and multipurpose room. They are scheduled to paint the office of Occupational Therapists and Teacher of the Blind before school starts.
- Head Start locations - new playground equipment has been installed at the Early Learning Center. At the Bridgeport location, the bathroom has been remodeled, they have installed new flooring, painting is done, and new electrical and plumbing for adding a washer and dryer. There is a new fence and a carport has been installed.
- New security cameras have been installed at the Harms Center location in conjunction with the WNCC facilities upgrade. We have increased the number of cameras from 4 to 6 to have better viewing of our space.

Theatre West Garden Walk

We were one of the sites for the Theatre West Garden Walk on June 27, 2021. In preparation for the event, we worked with Anita's Landscaping and the Nebraska Forest Service to label the plants at the Avenue I location. The facilities team helped clean and prepare the grounds.

Teachers and Parents as Partners (TAPP)

Dr. Carrizales is partnering with the University of Nebraska-Lincoln on a new IES grant. This grant is designed to test the efficacy of a virtual professional development program for increasing local practitioner capacity to deliver the intervention called Teachers and Parents as Partners (TAPP). TAPP is considered a Tier 2 or 3 intervention that aims to improve student behavioral and social-emotional outcomes. A handout from UNL is uploaded with more information.

Emergency Operations Plan

The ESU 13 Safety team has been working on revising our Safety Plan and aligning it with the state format for Emergency Operations Plan. The drill that was completed in May has helped us to refine our plan. The full plan should be ready to present at the August board meeting for approval and staff will be trained on it during our back to school training times.

Services to Out-of-State Students

We have received an inquiry about the possibility of a student from out of state attending Meridian. We have reached out to Jerry Osdiek for legal counsel on potential impact or considerations of this request.

ALICAP Risk Management in Cyber Attacks

Megan Boldt, Director of ALICAP/Associate Executive Director, sent out a questionnaire to schools and ESUs to gather information regarding ransomware exposure. B.J. Peters and Eric Kemsley have reviewed and answered the questions which will help with underwriting for the renewal terms.