

EDUCATIONAL SERVICE UNIT 4

Regular Meeting

January 8, 2018

5:15 PM

ESU 4

Auburn, Nebraska

President, Cheri Wirthele, called the meeting to order at 5:15 p.m. She announced that copies of this meeting's agenda were made available at the office of the service unit administrator, prior to the meeting date and time as stated above. Also, a copy of the Nebraska Open Meetings Act, Chapter 84, Article 14 is available as a reference.

Gary Schaffer moved that this meeting be declared an open meeting which was preceded by published notice and is hereby declared to be fully convened and in open session. The motion was seconded by Lana Willman. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Linda Engel, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Roll Call: Present were Board Members Jeff Bacon, Amy Clark, Linda Engel, Allison Hayes, Gary Schaffer, Mary Stewart, Lana Willman, and Cheri Wirthele. Absent was Board Member Les Stevens. Also present were Administrator Gregg Robke, Treasurer Kathy Taylor, and one guest, Tim Lockwood.

Allison Hayes moved to approve the agenda for January. Jeff Bacon seconded the motion. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Linda Engel, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Allison Hayes moved to accept the minutes of the previous regular meeting as printed. Jeff Bacon seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Linda Engel, Abstain; Gary Schaffer, Yes; Mary Stewart, Abstain; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Jeff Bacon moved to approve ESU 4 claims of \$42,057.27, ESU 4 payroll of \$434,413.20, and NCECBVI claims of \$28,955.51 for January. The motion was seconded by Mary Stewart. Check #23561 to Auburn Plumbing was a service call for the ice machine at the Learning Center. It was determined that it cannot be repaired and that it was too expensive to replace no more than it is used. Check #23601 to Hometown Brand Appliances was to replace the washing machine at the Learning Center, and Check #23630 to Sirius Computer Solutions is a DVLG Expense for network monitoring software. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Linda Engel, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Lana Willman moved to approve Federal Program claims of \$34,693.33 for January. Linda Engel seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Linda Engel, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Kathy Taylor presented the Treasurer's Report for January. Lana Willman moved to accept the Treasurer's Report as presented. Jeff Bacon seconded the motion. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Linda Engel, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Cheri Wirthele discussed several board member workshops coming up: the NASB Legislative Conference on January 21st and 22nd, the NRCSA Legislative Forum on February 20th, and the Annual NRCSA Conference on March 22nd and 23rd in Kearney. ESU 4 will register anyone that would like to attend. The NETA Conference is in April and is free to board members.

Gregg Robke shared information about items on the agenda for the meeting. The Certified Staff Salary Schedule for 2018-2019 will be discussed and Policies 2001-2007 are on the agenda for adoption. The 2016-2017 Audit has been completed and is ready for approval of the Board. Gregg has been working with the attorneys on the Administrator's Contract and the Certified Contract and Classified Work Agreements will also be reviewed. Gregg has visited all but one district and will begin attending area Board Meetings.

Gregg Robke took over the meeting to reorganize the Board for 2018.

Gary Schaffer moved to elect the following officers by acclamation for 2018:

Cheri Wirthele – President

Jeff Bacon – Vice-President

Allison Hayes – Secretary

The motion was seconded by Linda Engel. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Linda Engel, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion Carried.

President Cheri Wirthele took over the meeting.

Linda Engel moved to identify Kathy Taylor as Treasurer for the ESU 4 Board for 2018. Jeff Bacon seconded the motion. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Linda Engel, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Cheri Wirthele moved to name the Administrator as the authorized representative for federal and state programs. The motion was seconded by Mary Stewart. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Linda Engel, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes; Voting No: None. Motion carried.

Linda Engel moved to appoint the Administrator to enter into contractual arrangements on behalf of ESU 4. Gary Schaffer seconded the motion. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Linda Engel, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Mary Stewart moved to appoint the Administrator as representative in the Bid Letting and Contract Policy as approved. The motion was seconded by Allison Hayes. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Linda Engel, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Amy Clark moved to declare the following items as surplus:

#12120119 – iPad2	#22130197 – Life Size DL Equipment
#22250011 – Panasonic VCR	#SNT5647160131202727 – Atlas Sound Amplifier
#8809061014C9CN – Polycom Equipment	#L300K32B712511464 – Ncomputing Units (6)
6 Garmin GPS Devices (22130178, 22130179, 22130180, 22130181, 22130182, missing #)	

Lana Willman seconded the motion. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Linda Engel, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Cheri Wirthele moved to accept the 2016-2017 Audit as presented by Riggs and Associates. Jeff Bacon seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Linda Engel, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Jeff Bacon moved to approve an increase of 1.5% of the base salary for Certified Salaries for the 2018-2019 school year. The motion was seconded by Gary Schaffer. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Linda Engel, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Jeff Bacon moved to adopt *Policy #2001 – Role of Educational Service Unit, Mission, and Core Services*. Lana Willman seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Linda Engel, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Cheri Wirthele moved to adopt *Policy #2002 – Organization of the Board*. The motion was seconded by Allison Hayes. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Linda Engel, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Jeff Bacon moved to adopt *Policy #2003 – Annual Financial Report and Audit*. Lana Willman seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Linda Engel, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Cheri Wirthele moved to adopt *Policy #2004 – Oath of Office*. The motion was seconded by Jeff Bacon. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Linda Engel, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Allison Hayes moved to adopt *Policy #2005 – Accreditation*. Jeff Bacon seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Linda Engel, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Mary Stewart moved to adopt *Policy #2006 – Advisory Committee*. The motion was seconded by Lana Willman. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Linda Engel, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Cheri Wirthele moved to adopt *Policy #2007 – Reimbursement and Miscellaneous Expenditures*. Allison Hayes seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Linda Engel, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

A discussion regarding the Administrator's salary for 2018-2019 will be held in February.

Allison Hayes moved to adjourn the meeting at 6:26 p.m. The motion was seconded by Amy Clark. All Present Voting Yes. Voting No: None. Motion carried.

Respectfully submitted,

Allison Hayes
Secretary