

EDUCATIONAL SERVICE UNIT 4

Regular Meeting

March 12, 2018

5:15 PM

ESU 4

Auburn, Nebraska

President, Cheri Wirthele, called the meeting to order at 5:18 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.

Allison Hayes 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 Jeff Bacon. Roll call vote: Allison Hayes, Yes; Lana Willman, Yes; Les Stevens, 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, Allison Hayes, Gary Schaffer, Les Stevens, Mary Stewart, Lana Willman, and Cheri Wirthele. Absent was Board Member Amy Clark. Also present were Administrator Gregg Robke and Treasurer Kathy Taylor.

Gary Schaffer moved to approve the amended agenda for March. Lana Willman seconded the motion. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Les Stevens, Yes; Lana Willman, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

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

Allison Hayes moved to approve ESU 4 claims of \$58,555.03, ESU 4 payroll of \$432,513.15, and NCECBVI claims of \$30,539.53 for March. The motion was seconded by Jeff Bacon. Check #23776 to Diode Technologies was payment for the new door security system at the ESU 4 Office and Learning Center, #23781 to ESUCC for various workshops attended by staff members, and 23791 to Green Care Lawn Service for snow removal at the ESU 4 Office and Learning Center. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Les Stevens, Yes; Lana Willman, Yes, Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Lana Willman moved to approve Federal Program claims of \$7,568.01 for March. Allison Hayes seconded the motion. Roll call vote: Allison Hayes, Yes; Lana Willman, Yes; Les Stevens, 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 March. Jeff Bacon moved to accept the Treasurer's Report as presented. Gary Schaffer seconded the motion. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Les Stevens, Yes; Lana Willman, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Amy Clark arrived at 5:31 pm.

Gary Schaffer shared information regarding the 2018 Education Forum held in Kearney. He attended the *Hiring and Firing Season* and *Teaching and Assessing Students for 21st Century Skills* sessions. He also shared information on the Nebraska Family Helpline (a service of the Nebraska Department of Health & Human Services provided by Boys Town).

Cheri Wirthele attended the two-day NASB Board Presidents Retreat, NRCSA Legislative Forum and the 2018 Education Forum. She shared information regarding all three conferences with the group.

Gregg Robke shared information regarding agenda items for the meeting. He noted that the recommendations to hire the certified staff were included. He asked that the Board update the Team Recommendations to add Ben Hanika, whose name was accidentally left off the list. He shared information regarding Workers Comp claims and the possibility of some extended leave. The final policies of the 2000 series are included on the agenda. Gregg will be attending the Board meeting at Lewiston on Thursday and the meeting at Sterling on Monday. He has also been selected to participate on the AdvancEd Accreditation Team for ESU 17 at the end of March.

Allison Hayes moved to declare the following items as surplus:

#2213-1046 – Desktop PC

W88101VDYKO – MacBook Pro

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

Cheri Wirthele moved to hire the Administrative Team, as amended, 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; Les Stevens, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Allison Hayes moved to hire the NCECBVI Certified Staff as recommended for the 2018-2019 school year. Amy Clark seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Les Stevens, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Mary Stewart moved to hire the ESU 4 Certified Staff as recommended for the 2018-2019 school year. The motion was seconded by Lana Willman. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Les Stevens, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Lana Willman moved to approve the NCECBVI Calendar for the 2018-2019 school year. Jeff Bacon seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Les Stevens, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Les Stevens moved to approve the ESU 4 Calendar 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; Les Stevens, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Les Stevens moved to approve 4.5 days of leave based on a work-related accident for Heather Leuenberger. Jeff Bacon seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Les Stevens, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Amy Clark moved to approve 4.5 days of leave based on a work-related accident for Joy Roumpf. The motion was seconded by Allison Hayes. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Les Stevens, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Jeff Bacon moved to accept the resignation of Dana Welch, Residential Supervisor at NCECBVI, at the end of the 2017-2018 year. Lana Willman seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Les Stevens, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Mary Stewart moved to accept the resignation of Heather Leuenberger, Behavior Coach at ESU 4, at the end of the 2017-2018 year. The motion was seconded by Gary Schaffer. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Les Stevens, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Allison Hayes moved to accept, with regret, the resignation of Suzanne Whisler, Professional Development Co-Director at ESU4, at the end of the 2017-2018 year. Jeff Bacon seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Les Stevens, 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 #2015 – Process for Providing Services and Calculating Costs*. The motion was seconded by Jeff Bacon. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Les Stevens, 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 #2016 – Process for Requesting and Paying for Services*. Gary Schaffer seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Les Stevens, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Amy Clark moved to adopt *Policy #2017 – Annual Service Report*. The motion was seconded by Allison Hayes. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Les Stevens, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Gary Schaffer moved to adopt *Policy #2018 – Comprehensive Evaluation of Programs and Services*. Mary Stewart seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Les Stevens, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Gary Schaffer moved to adopt *Policy #2019 – Development and Education of Board Members*. The motion was seconded by Mary Stewart. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Les Stevens, 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 #2020 – Conflict of Interest*. Jeff Bacon seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Les Stevens, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Gregg Robke shared information on Building Improvements that he would like to have completed. He would like to have the satellite dish removed, some siding on the ESU 4 Office building needs to be replaced, the walls and ceiling in the stairway and landing need to be repaired and updated, and the columns at the ESU 4 Learning Center need to be repaired. He has requested bids and will keep the Board informed on progress. Gregg also shared information on some staffing changes to be made at NCECBVI for the 2018-2019 school year and also that ESU 4/NCECBVI are utilizing Peru State College students that have substitute teaching certificates as substitutes. This is a great way for ESU 4, the ESU 4 districts and NCECBVI to cooperate with Peru State College.

Allison Hayes moved to adjourn the meeting at 6:26 pm. The motion was seconded by Mary Stewart. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; Les Stevens, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Respectfully submitted,

Allison Hayes
Secretary