

EDUCATIONAL SERVICE UNIT 4

Regular Meeting

December 10, 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 Jeff Bacon. Roll call vote: Jeff Bacon, Yes; John Furrow, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jean Dammast, Yes; Lana Willman, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Roll Call: Present were Board Members Jeff Bacon, Gary Schaffer, Mary Stewart, Jean Dammast, Lana Willman, John Furrow, Cheri Wirthele, and Allison Hayes. Board Member Amy Clark was absent. Also present were Administrator Gregg Robke and Treasurer Kathy Taylor.

John Furrow moved to excuse Amy Clark from attending the December 2018 Board Meeting. The motion was seconded by Lana Willman. Roll call vote: Allison Hayes, Yes; Lana Willman, Yes; Jean Dammast, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; John Furrow, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion Carried.

Lana Willman moved to approve the agenda for December. Mary Stewart seconded the motion. Roll call vote: Jeff Bacon, Yes; John Furrow, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jean Dammast, Yes; Lana Willman, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

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

Mary Stewart moved to approve ESU 4 claims of \$55,058.54, ESU 4 payroll of \$433,332.16, and NCECBVI claims of \$28,521.63 for December. The motion was seconded by Lana Willman. Check #24639 to Crisis Prevention Institute, Inc. is payment for training expenses and #24691 to Richardson County Clerk is for election expenses in November. Roll call vote: Jeff Bacon, Yes; John Furrow, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jean Dammast, 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 \$39,865.35 for December. Jeff Bacon seconded the motion. Roll call vote: Allison Hayes, Yes; Lana Willman, Yes; Jean Dammast, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; John Furrow, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Kathy Taylor presented the Treasurer's Report for December. The Board was informed that ESU 4 had received the final NDE-NCECBVI Contract payment for 2017-2018 of \$36,319.50. Jeff Bacon moved to accept the Treasurer's Report as presented. John Furrow seconded the motion. Roll call vote: Jeff Bacon, Yes; John Furrow, Yes; Gary Schaffer, Yes; Jean Dammast, Yes; Lana Willman, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

A discussion was held regarding the AESA Conference in Colorado Springs. Topics of sessions attended were: Rachel's Challenge, Grieving Students, Board Relationships and Functionality and FabLab, a new teaching strategy being implemented.

Gregg Robke shared NCECBVI's Annual Report. The format was changed this year to a one-page document similar to the report distributed by ESU4. They have received many compliments on the new format and the information provided.

John Furrow moved to approve the following policies as presented:

3030 – Evaluation of Certificated Employees

3031 – Evaluation of Probationary Certificated Employees

3032 – Professional Growth

3034 – Staff Handbook

3037 – Reduction in Force

- 3038 – *Classified Staff Defined*
- 3039 – *Employment of Classified Staff*
- 3041 – *Staff Dress and Appearance*
- 3042 – *Employees Social Security Numbers*
- 3043 – *Professional Boundaries between Employees and Students*
- 3044 – *Political Activity by Staff Members*
- 3045 – *Milk Expression*
- 3046 – *Internet Searches Regarding Potential Employees*
- 3050 – *Overtime and Compensatory Time*
- 3051 – *Staff and ESU 4 Social Media Use*
- 3052 – *Job References to Perspective Employers*
- 3053 – *Conflict of Interest*
- 3054 – *Reporting Child Abuse or Neglect*
- 3055 – *Head Teacher*
- 3056 – *Resignation of Certified Staff*
- 3057 – *Administrator Evaluation*
- 3059 – *Suicide Prevention Training*
- 3060 – *ESU Vehicle Use*
- 3061 – *Workplace or Non-Workplace Injuries or Illness and Return to Work*

The motion was seconded by Jeff Bacon. Roll call vote: Allison Hayes, Yes; Lana Willman, Yes; Jean Dammast, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; John Furrow, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Gary Schaffer moved to approve the 2017-2018 Audit Report as presented. Jean Dammast seconded the motion. Roll call vote: Jeff Bacon, Yes; John Furrow, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jean Dammast, Yes; Lana Willman, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Jeff Bacon moved to approve the CONNECT Business Agreement with Auburn State Bank. The motion was seconded by John Furrow. Roll call vote: Allison Hayes, Yes; Lana Willman, Yes; Jean Dammast, Yes; Mary Stewart, Yes; Gary Schaffer, Yes; John Furrow, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Gregg Robke shared information from the NASB report and information regarding the resignation of a Residential Assistant at NCECBVI.

The annual Administrator Evaluation was completed. Jeff Bacon moved to accept the Administrator's Evaluation as completed. Allison Hayes seconded the motion. Roll call vote: Jeff Bacon, Yes; John Furrow, Yes; Gary Schaffer, Yes; Mary Stewart, Yes; Jean Dammast, Yes; Lana Willman, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Cheri Wirthele adjourned the meeting at 7:00 pm.

Respectfully submitted,

Allison Hayes
Secretary