

## EDUCATIONAL SERVICE UNIT 4

### Regular Meeting

August 13, 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.

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 Amy Clark. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Gary Schaffer, Yes; John Furrow, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

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

John Furrow moved to excuse Lana Willman from the August 2018 Board Meeting. Gary Schaffer seconded the motion. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; John Furrow, Yes; Gary Schaffer, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting no: None. Motion carried.

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

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

John Furrow moved to approve ESU 4 claims of \$84,430.75, ESU 4 payroll of \$447,370.43, and NCECBVI claims of \$19,239.32 for July. The motion was seconded by Allison Hayes. Check #24207 to Solution Tree was payment for the speaker at Principals Retreat in June. This event is a joint workshop with ESUs 4, 6 and 9. This expense is flow through and has been billed out to the districts in all three service units. Check #24154 to CIPAFilter is a DVLG expense, #24191 to NetBrain is a network expense. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Gary Schaffer, Yes; John Furrow, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Jeff Bacon moved to approve Federal Program claims of \$189,258.45 for July. Cheri Wirthele seconded the motion. Most of the expenses in the Federal Account this month were to school districts for either substitute reimbursement or stipends to teachers. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; John Furrow, Yes; Gary Schaffer, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Amy Clark moved to approve ESU 4 claims of \$55,191.74, ESU 4 payroll of \$434,743.13, and NCECBVI claims of \$23,504.91 for August. The motion was seconded by Gary Schaffer. Check #24221 to Airstream Heating and Cooling was payment for a new water heater and parts and labor to fix one of the air conditioning units at the Learning Center and Check #24223 to Alpha Omega was for carpet cleaning at both the ESU 4 Office and Learning Center. Check #24229 to Beatrice Public Schools is payment for contracted Deaf/Hard of Hearing services during second semester and #24301 to Terry's Repair was a battery replacement in one of the vehicles. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Gary Schaffer, Yes; John Furrow, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Jeff Bacon moved to approve Federal Program claims of \$27,867.03 for August. John Furrow seconded the motion. This month's total included several checks for the Deaf-Blind Institute held in July. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; John Furrow, Yes; Gary Schaffer, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Kathy Taylor presented the Treasurer's Report for August. The Federal Account was discussed. We are holding several checks to school districts and teachers as we wait for reimbursement for those expenses. The Board was also informed that we are still waiting for the first payment from the State for the 2018-2019 NCECBVI Contract. This payment was due in July. Allison Hayes moved to accept the Treasurer's Report as presented. Mary Stewart seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes;

Gary Schaffer, Yes; John Furrow, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Cheri Wirthele shared that she attended the Law Seminar and participated in several great sessions. She also attended the Bus Drivers training hosted by ESU 4 and held at the Learning Center. There were more than 60 bus drivers attending.

Gregg Robke informed the Board of two late resignations at NCECBVI. Two new residential assistants have been hired. Another of the residential assistants was injured at a summer job and has not yet been cleared by her doctor to return to work. The monthly NASB update was shared and the annual area meeting in Nebraska City is scheduled for September 12<sup>th</sup>. The State Education Conference is scheduled for November 14-16 and the AESA Conference in Colorado Springs is November 28<sup>th</sup> through December 1<sup>st</sup>. The Board was asked to review Policies 3011-3029 for next month. Information regarding the 2017-2018 Budget was discussed and noted that preliminary audit results are showing a \$300,000+ deficit for the year. Gregg will be looking at ways to reduce expenses; 77% of the budget covers salaries and benefits for staff. The NCECBVI construction project was discussed. Students will return one week later than originally planned. Les Stevens' Memorial Service is scheduled for August 18<sup>th</sup> in Falls City. A discussion regarding our paraeducator substitute rate was held. This will probably need to be increased for this year. New ESU 4 office hours are Monday-Thursday 8:00 to 4:30 and Friday 8:00 to 4:00. Two workshops have been held at ESU 4 already this year; Bus Drivers Training had 60+ participants and New Teachers had 30+.

Allison Hayes moved to declare the following item as surplus:

BK556816 – Plantronics Headset

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

Jeff Bacon moved to identify the following depositories for ESU 4 funds for 2018-2019:

Auburn State Bank                      Federal Fund Account  
    General Fund Account  
    Payroll Account  
    Grand Money Market Account  
    Money Market Account  
    Flexible Fund Account.

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

Amy Clark moved to join the Nebraska Rural Community Schools Association (NRCSA) for the 2018-2019 school year (dues \$850.00). The motion was seconded by Jeff Bacon. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; John Furrow, Yes; Gary Schaffer, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Mary Stewart moved to approve the contract for auditing services for the 2018-2019 school year with Riggs and Associates (not to exceed \$11,000.00). Cheri Wirthele seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Gary Schaffer, Yes; John Furrow, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Allison Hayes moved to adjourn the meeting at 5:58 pm. The motion was seconded by Amy Clark. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; John Furrow, Yes; Gary Schaffer, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Respectfully submitted,

Allison Hayes  
Secretary