

EDUCATIONAL SERVICE UNIT 4
Regular Meeting
September 10, 2018
5:30 PM
ESU 4
Auburn, Nebraska

President, Cheri Wirthele, called the meeting to order at 5:36 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; Lana Willman, 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 Cheri Wirthele, Allison Hayes, Lana Willman, John Furrow, Mary Stewart, Amy Clark, Gary Schaffer, and Jeff Bacon. Also present were Administrator Gregg Robke, Treasurer Kathy Taylor and one guest, Jean Dammast.

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

Gary Schaffer moved to appoint Jean Dammast as representative of District 8 for the remainder of the current term. The motion was seconded by John Furrow. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Gary Schaffer, Yes; John Furrow, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

The Oath of Office was administered.

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; Jean Dammast, Yes; Lana Willman, Abstain; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Lana Willman moved to approve ESU 4 claims of \$57,096.34, ESU 4 payroll of \$431,062.69, and NCECBVI claims of \$24,305.62 for September. The motion was seconded by John Furrow. Check #24365 to Mass Mutual is a reinstatement fee for our 403(b) account and Check #24377 to New Direction, covers our school psychology contract for three days per week. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Jean Dammast, 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 approve Federal Program claims of \$28,277.75 for September. Lana Willman seconded the motion. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; John Furrow, Yes; Gary Schaffer, Yes; Jean Dammast, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Kathy Taylor presented the Treasurer's Report for September. The Federal Account was discussed and the Board was informed that we had received some Federal funds and the checks we were holding for July were being mailed. 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. We have been informed by NDE that they are working on this and we should receive the payment sometime this week. The DVLG fees were discussed and the invoices for these fees have been sent. Gary Schaffer moved to accept the Treasurer's Report as presented. Allison Hayes seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Jean Dammast, Yes; Gary Schaffer, Yes; John Furrow, Yes; Mary Stewart, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Gregg Robke reminded the Board of the Area Board Meeting in Nebraska City on Wednesday, September 12th. There will be a car leaving ESU 4 around 4:15. If you would like to carpool, please let Gregg know. The State Education Conference will be held November 14-16 in LaVista. We can also carpool to this conference. If you are interested in attending the AESA Conference in Colorado Springs, please register by October 24th. Policies 3011 – 3029 are on the agenda for approval tonight. Copies were shared last month so that Board Members could review them. The major construction project has been completed at NCECBVI. There are still several punch items to be fixed. We will be discussing the possibility of a vehicle bid for NCECBVI, the staffing plan for 2018-2019 and a possible unemployment payment. Future discussions may include different ways we can reduce our expenses.

John Furrow moved to declare the following item as surplus:

2212 – 0026 – Toshiba TV/VCR

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

Allison Hayes moved to authorize the Administrator to send the possible unemployment payment prior to the October 2018 meeting. Amy Clark seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Jean Dammast, 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 the following policies as presented.

3011 – FMLA Leave

3011.1 – NFMLA Leave

3012 – Staff Internet and Computer Use

3013 – Grievance Procedure

3014 – Employment Related Sexual Harassment

3015 – Prohibition of Employment of Board Members

3016 – Jury Duty/Service as Witness in Court

3017 – Relations with Employee Collective Bargaining Associations

3018 – Corporal Punishment

3019 – Workplace Injury Prevention and Safety Committee

3020 – Ownership of Copyrighted Works

3022 – Certification and Endorsements

3023 – Professional Ethics

3024 – Teachers' Rights, Responsibilities and Duties

3025 – Administrator

3027 – Part Time Certified Employees

3028 – Substitute Teachers

3029 – Salary Schedule for Certificated Employees

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

Amy Clark moved to approve the Administrator and Transportation Committee of Amy Clark, Jean Dammast and Mary Stewart to open and evaluate vehicle bids for NCECBVI on October 1st at 12:15 pm at ESU 4. John Furrow seconded the motion. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Jean Dammast, 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 set the Classified Substitute Rate as defined on the Classified Salary Schedule as Pay Grade 1/Step 1. Mary Stewart seconded the motion. Roll call vote: Jeff Bacon, Yes; Mary Stewart, Yes; John Furrow, Yes; Gary Schaffer, Yes; Jean Dammast, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

A short discussion regarding the 2018-2019 Staffing Plan and Mileage Base was held.

Mary Stewart moved to adjourn the meeting at 6:51 pm. The motion was seconded by John Furrow. All Present Voting Yes. Voting No: None. Motion carried.

Respectfully submitted,

Allison Hayes
Secretary