

## EDUCATIONAL SERVICE UNIT 4

Regular Meeting  
December 11, 2017  
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.

Les Stevens 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; 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.

Roll Call: Present were Board Members Jeff Bacon, Amy Clark, Allison Hayes, Gary Schaffer, Les Stevens, Mary Stewart, Lana Willman, and Cheri Wirthele. Absent was Board Member Linda Engel. Also present were Administrator Gregg Robke, Treasurer Kathy Taylor, and guests, Jen Madison, Suzanne Whisler and Ben Hanika.

Lana Willman moved to approve the agenda for December. Gary Schaffer seconded the motion. 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.

Mary Stewart moved to accept the minutes of the previous regular meeting as printed. 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.

Allison Hayes moved to approve ESU 4 claims of \$180,895.51 ESU 4 payroll of \$433,326.27, and NCECBVI claims of \$33,330.48 for December. The motion was seconded by Jeff Bacon. Check #23500 to Integration Partners for \$140,222.28 is a DVLG expense and ESU 4 has received the annual fees from the participating districts to pay for this purchase. Check #23544 to Unite Private Networks for \$756.48 was noticeably lower. This is due to the fact that our e-rate discount has been applied to our monthly bill. 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 Federal Program claims of \$2,536.74 for December. Cheri Wirthele 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.

Kathy Taylor presented the Treasurer's Report for December. An update regarding the Federal Account was shared. Allison Hayes 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; Les Stevens, Yes; Lana Willman, Yes; Amy Clark, Yes; Allison Hayes, Yes and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Gary Schaffer and Mary Stewart both shared information from sessions that they attended at the AESA Conference. Gary spoke about the differences between agencies from different states across the nation; how they work and what services they provide. Mary shared information regarding a session about different options for funding.

The Professional Development Department shared information regarding their program. Ben Hanika spoke about his new position as the Technology Integration Specialist at ESU 4. He shared information about the ESU 4 Technology Integration Group that currently has 23 members from the ESU 4 districts. His focus has been Google Suite, Learn 360, Digital Citizenship, and BlendEd. Jen Madison and Suzanne Whisler shared that their focus has changed over the years. The number of actual workshops held at ESU 4 has gone down and they are spending more of their time in districts providing one-on-one sessions with individual teachers. They work on the teachers' goals and ideas and ways to meet those goals. They also provide training and support with Continuous Improvement; not only with ESU 4 but with the school districts in the area. Information about the ESU 4 Engaging Educators Conference to be held on February 19<sup>th</sup> at the Johnson County Central Public Schools building in Cook was shared. The Board was informed that the agenda for the day will be similar to the Mid-Year Conferences that have been held in the past. They were also invited to attend.

Gregg Robke shared information about items on the agenda for the meeting. A copy of the 2000s Policies were provided. The Board was asked to read over the policies. The policies will need to be approved at future meetings. It was suggested that five or six be put on the agenda for the January meeting. The Administrator's Evaluation document was discussed and is an action item on the agenda. A copy of the bids received for the Access Control System for the doors at the ESU 4 Office and Learning Center was shared. Gregg informed the Board that the 1999 Ford Van surplused at last month's meeting has been sold. Gregg shared a document that summarizes results of a staff survey regarding salaries and benefits that was sent to ESU 4 certified employees. A decision regarding salaries and benefits for the 2018-2019 school year will need to be made. There is a staff issue that has come up this semester. This issue is being addressed and further information will be shared if necessary.

Allison Hayes moved to declare the following items as surplus:

#2212 0312 – iPad II

#2212 0317 -- iPad

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.

Gary Schaffer moved to accept the following bid from Diode for \$4,496.16 to provide door security services at the ESU 4 Main Office and Learning Center. 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 approve the request for a substitute teaching certificate for Treva Farris. 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.

Mary Stewart had to leave the meeting at 6:10 p.m.

Gary Schaffer moved to approve the Administrator's Evaluation document as presented. The motion was seconded by Amy Clark. Roll call vote: Jeff Bacon, 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 adjourn the meeting at 6:24 p.m. The motion was seconded by Lana Willman. Roll call vote: Allison Hayes, Yes; Amy Clark, Yes; Lana Willman, Yes; Les Stevens, Yes; Gary Schaffer, Yes; Jeff Bacon, Yes; and Cheri Wirthele, Yes. Voting No: None. Motion carried.

Respectfully submitted,

Allison Hayes  
Secretary