

EDUCATIONAL SERVICE UNIT NO. 16

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pDEB PAULMAN, ADMINISTRATOR

**MINUTES OF THE DECEMBER
REGULAR BOARD MEETING**

**ESU 16 Central Office
Ogallala, Nebraska**

**Tuesday, January 21, 2020
12:30 p.m. MT**

Legal Notice of the January Regular Board Meeting was posted on the Educational Service Unit 16 web page and the front door of the ESU 16 Central Office in Ogallala, Nebraska.

The meeting was opened at 12:30 p.m. MT by Judy Thompson. President of the Board of Educational Service Unit No. 16. Roll Call was taken and Board Members present included:

Julie Boettcher	District 1
Rod Rayburn	District 2
Bill McGahan	District 3
Nikki Bergeron	District 5
Judy Thompson	District 6
Mel McNea	District 7
Sooky Marks	District 8
Judy Seger	District 9
Bill Eakins	District 10
John Frates	District 11
Claudia Melvin	District 12

Those absent were:

Robert Jones	District 4
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Also present were:

Deb Paulman, Administrator
Alison Smith, Teaching & Learning Director
Cheryl Roche, HPELC Coordinator
Scott Jones, Network Operations Director
Amber Lutz, Acting Treasurer
Jean Wunschel, Acting Recording Secretary

President Judy Thompson informed the public of the posting of the "Open Meetings Law".

The meeting was not tape-recorded.

Action on Board Member Meeting Attendance

A motion was made by Bill McGahan and seconded by Nikki Bergeron to record an excused absence for Robert Jones. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

ACTION ITEMS

Election of Officers

ESU 16 Administrator, Deb Paulman, presided over the election of the 2020 Board Officers. Nominations for President of the ESU 16 Board of Directors for 2020 were opened by Deb Paulman. A motion was made by Bill McGahan and seconded by Mel McNea that nominations cease and that the board cast a unanimous ballot keeping all current office holders. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

Select Treasurer

A motion was made by Rod Rayburn and seconded by Judy Seger to select the current Business Manager to serve as the Treasurer. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

Select Recording Secretary

A motion was made by Sooky Marks and seconded by Bill Eakins to select the current Central Office Administrative Assistant to serve as the Recording Secretary for the Board. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

Committee Appointments

A motion was made by John Frates and seconded by Claudia Melvin to affirm the “at will” committee appointments. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

Buildings and Grounds Committee

Judy Thompson
Robert Jones
Sooky Marks
Julie Boettcher
Nikki Bergeron
John Frates

Reorganization Committee

Judy Thompson
Bill McGahan
Robert Jones
Sooky Marks
Claudia Melvin

Finance/Budget Committee

Judy Thompson
Bill McGahan
Claudia Melvin
Judy Seger
Bill Eakins

Negotiations Committee

Judy Thompson, Ex.Officio
Rod Rayburn, Chief Negotiator
Julie Boettcher
Mel McNea
Nikki Bergeron

Name Depositories for ESU 16 Funds for 2020

Naming of the depositories for ESU 16 funds for 2020 was discussed. A motion was made by Rod Rayburn and seconded by Sooky Marks to name all the banks listed as depositories for 2020. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

Designate Newspaper(s) of Record

A motion was made by Sooky Marks and seconded by Judy Seger to designate the North Platte Telegraph and the Keith County News as newspapers of record for ESU 16. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

Disseminate Conflict of Interest Statutes and Code of Ethics

Board President Judy Thompson disseminated the Conflict of Interest Statutes and the Code of Ethics. Board members signed the Code of Ethics per Article II Board Meetings, Section 3 Annual Organizational Meetings.

CONSENT AGENDA

A motion was made by Bill McGahan and seconded by Bill Eakins to approve the Consent Agenda including: The Minutes of the December Board Meeting as written and sent to Board Members; the Excess of Federal Rates Report; the Claims for January, Financial Reports for December, and authorization of mid month claims. Board President, Judy Thompson, read the Declaration of Potential Conflict of Interest (see attachment). . Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

TREASURER'S REPORT

The treasurer's report was presented by Amber Lutz.

RECOGNITION OF VISITORS

Michelle Walker

Consider Approval of Amber Lutz for Business Manager Position

A motion was made by Bill McGahan and seconded by Julie Boettcher to approve Amber Lutz as the Business Manager and amend her 2019-2020 salary from \$53,925 to \$63,000 effective February 1, 2020. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

Consider Approval of Michelle Walker for Central Office Administrative Assistant

A motion was made by Julie Boettcher and seconded by Claudia Melvin to approve Michelle Walker as the Central Office Administrative Assistant effective January 20, 2020 at an hourly rate of \$18.00 per hour. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

Authorize Signatures for Bank Transactions

The board authorized signatures for bank transactions. A motion was made by John Frates and seconded by Sooky Marks, to authorize Administrator, Deb Paulman; President, Judy Thompson; Vice President, Rod Rayburn; Secretary, Sooky Marks; and Treasurer, Amber Lutz to sign bank transactions on behalf of ESU 16. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

Audit Report for FY 2018-19

A motion was made by Sooky Marks and seconded by Claudia Melvin to accept the FY 2018-19 Audit as presented. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

Consider Approval of Amendment to Administrator Contract

A motion was made by Mel McNea and seconded by Nikki Bergeron to increase the Administrator's salary increase from \$151,565 to \$157,627 effective July 1, 2020.

A motion was made by Rod Rayburn and seconded by Bill McGahan to amend the motion to increase the Administrator's salary by 4.5% or \$158,385 effective July 1, 2020. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

A motion was made by Rod Rayburn and seconded by Nikki Bergeron to approve the original motion as amended. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

A motion was made by Mel McNea and seconded by John Frates to designate Negotiation's Committee Chairman, Rod Rayburn and Administrator Deb Paulman to review ESU Administrator salaries statewide and bring an adjusted administrator salary proposal to the February board meeting. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

Consider Approval of Extended Time for Identified Staff

A motion was made by Mel McNea and seconded by Judy Seger to approve the extra duty requests as presented for the Spring semester of 2019/20. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

DISCUSSION ITEMS

Update on NPSSC Expansion/Renovation Project

This was a discussion item only.

2020-2021 Calendars

The Administrator presented and the board discussed three optional calendars for the 2020-2021 fiscal year.

Discussion of Repairs to Central Office Conference and Distance Learning Rooms

A motion was made by Sooky Marks and seconded by Nikki Bergeron to move Discussion Item 9c to an Action Item. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

A motion was made by Sooky Marks and seconded by Claudia Melvin to approve the Moul's Modern Builders \$12,705 bid to repair the Distance Learning Room and replace the Distance Learning Room carpet as discussed. Roll Call Vote: Yes - 11, Boettcher, Rayburn, McGahan, Bergeron, Thompson, McNea, Marks, Seger, Eakins, Frates, Melvin. No-0. Motion carried.

Director Reports

A Teaching & Learning report by Alison Smith was included in the packet.

An HPELC report by Cheryl Roche was included in the packet.

A Network Operations report was presented by Scott Jones.

ADMINISTRATIVE REPORTS

Administrator's Report

Deb Paulman presented the Administrative Report, Out-of-Unit Travel and Mileage Report.

ADJOURNMENT

The January Regular Board Meeting was adjourned at 1.45 p.m. MT.

Jean Wunschel
Acting Recording Secretary

Signature of Board Officers

Board President

Board Secretary