

EDUCATIONAL SERVICE UNIT 4

Regular Monthly Meeting

May 12, 2025

5:15 PM

ESU 4 - Auburn, Nebraska

Announcements made by Chairperson or Designee:

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, please note a copy of the Nebraska Open Meetings Act, Chapter 84, Article 14 is available as a reference. [Open Meetings Act](#)

Call meeting to order:

President Cheri Wirthele called the meeting to order at 5:15 pm. 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. Public notice of this meeting was published in the following papers: Auburn Newspapers (4-24-2025), Falls City Journal (4-23-2025), Nebraska City News-Press (4-21-2025), Pawnee Republican (4-24-2025) and Tecumseh Chieftain (4-24-2025). This notice was also available on the [ESU 4 website](#).

Open Meeting Declaration:

*Possible Motion: **§84-1408 Declaration of intent: meetings open to the public.** It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret. Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.*

The Board of Educational Service Unit 4 moves to declare this an open meeting which was preceded by published notice and is hereby declared to be fully convened and in open session.

Motion made by: Mary Stewart Lyon ▾

Motion seconded by: Allison Hayes ▾

Voting:	Jeff Bacon	Yes ▾
	Gary Schaffer	Yes ▾
	Amy Clark	Yes ▾
	Mary Stewart Lyon	Yes ▾
	Terry Clark	Yes ▾
	Lana Willman	Yes ▾
	Allison Hayes	Yes ▾
	Cheri Wirthele	Yes ▾

Susan LeGrand Yes ▾

Roll Call:

Jeff Bacon Here ▾ ; Gary Schaffer Here ▾ ; Amy Clark Here ▾ ;
Mary Stewart Lyon Here ▾ ; Terry Clark Here ▾ ; Lana Willman Here ▾ ;
Allison Hayes Here ▾ ; Cheri Wirthele Here ▾ ; Susan LeGrand Here ▾

Approval of Agenda and changes to Agenda, If any:

Possible Motion: The Board of Educational Service Unit 4 moves that the [agenda](#) for this meeting be approved.

Motion made by: Lana Willman ▾

Motion seconded by: Susan LeGrand ▾

Voting:	Jeff Bacon	Yes ▾
	Gary Schaffer	Yes ▾
	Amy Clark	Yes ▾
	Mary Stewart Lyon	Yes ▾
	Terry Clark	Yes ▾
	Lana Willman	Yes ▾
	Allison Hayes	Yes ▾
	Cheri Wirthele	Yes ▾
	Susan LeGrand	Yes ▾

Minutes of Previous Regular Meeting:

Possible Motion: The Board of Educational Service Unit 4 moves to accept the [minutes](#) of the previous regular meeting as presented.

Motion made by: Gary Schaffer ▾

Motion seconded by: Mary Stewart Lyon ▾

Voting:	Jeff Bacon	Yes ▾
	Gary Schaffer	Yes ▾
	Amy Clark	Yes ▾
	Mary Stewart Lyon	Yes ▾
	Terry Clark	Yes ▾
	Lana Willman	Yes ▾
	Allison Hayes	Yes ▾
	Cheri Wirthele	Yes ▾
	Susan LeGrand	Yes ▾

ESU 4/NCECBVI claims for May:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the ESU 4 claims of \$64,502.60, ESU 4 payroll of \$458,176.75, and NCECBVI claims of \$35,355.61, for May.

Discussion: Check# 31017 to Keystone Systems, Inc is the annual NIRC software update, #31018 to Kidwell for the Verkada camera licenses (3-year) and #31032 to Pro Outdoor Enhancements LLC is the final check for the retaining wall.

Motion made by: Terry Clark ▾

Motion seconded by: Jeff Bacon ▾

Voting:	Jeff Bacon	Yes ▾
	Gary Schaffer	Yes ▾
	Amy Clark	Yes ▾
	Mary Stewart Lyon	Yes ▾
	Terry Clark	Yes ▾
	Lana Willman	Yes ▾
	Allison Hayes	Yes ▾
	Cheri Wirthele	Yes ▾
	Susan LeGrand	Yes ▾

Federal Program claims for May:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the Federal Program claims of \$18,171.17 for May.

Motion made by: Amy Clark ▾

Motion seconded by: Allison Hayes ▾

Voting:	Jeff Bacon	Yes ▾
	Gary Schaffer	Yes ▾
	Amy Clark	Yes ▾
	Mary Stewart Lyon	Yes ▾
	Terry Clark	Yes ▾
	Lana Willman	Yes ▾
	Allison Hayes	Yes ▾
	Cheri Wirthele	Yes ▾
	Susan LeGrand	Yes ▾

Treasurer's report for May:

Possible Motion: The Board of Educational Service Unit 4 moves to accept the [treasurer's report](#) for May as presented.

Motion made by: Lana Willman ▾

Motion seconded by: Jeff Bacon ▾

Voting:	Jeff Bacon	Yes ▾
	Gary Schaffer	Yes ▾
	Amy Clark	Yes ▾
	Mary Stewart Lyon	Yes ▾
	Terry Clark	Yes ▾
	Lana Willman	Yes ▾
	Allison Hayes	Yes ▾
	Cheri Wirthele	Yes ▾
	Susan LeGrand	Yes ▾

Reports:

- Board Report
- [Administrator's Report](#)

Public Comment:

Policy/Handbook Changes:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the [Policy/Handbook changes](#) (Policy 3067 - Payment of Salary and Wages) as presented.

Motion made by: Amy Clark ▾

Motion seconded by: Jeff Bacon ▾

Voting:	Jeff Bacon	Yes ▾
	Gary Schaffer	Yes ▾
	Amy Clark	Yes ▾
	Mary Stewart Lyon	Yes ▾
	Terry Clark	Yes ▾
	Lana Willman	Yes ▾
	Allison Hayes	Yes ▾
	Cheri Wirthele	Yes ▾
	Susan LeGrand	Yes ▾

ESUCC:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the [ESUCC Master Services Agreement](#) for 2025-2026.

Motion made by: Jeff Bacon ▾

Motion seconded by: Gary Schaffer ▾

Voting:	Jeff Bacon	Yes ▾
	Gary Schaffer	Yes ▾
	Amy Clark	Yes ▾
	Mary Stewart Lyon	Yes ▾
	Terry Clark	Yes ▾
	Lana Willman	Yes ▾
	Allison Hayes	Yes ▾
	Cheri Wirthele	Yes ▾
	Susan LeGrand	Yes ▾

Administrator's Contract:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the [Administrator's Contract Addendum](#) for 2025-2026.

Motion made by: Mary Stewart Lyon ▾

Motion seconded by: Terry Clark ▾

Voting:	Jeff Bacon	Yes ▾
	Gary Schaffer	Yes ▾
	Amy Clark	Yes ▾
	Mary Stewart Lyon	Yes ▾
	Terry Clark	Yes ▾
	Lana Willman	Yes ▾
	Allison Hayes	Yes ▾
	Cheri Wirthele	Yes ▾
	Susan LeGrand	Yes ▾

June Meeting

Possible Motion: The Board of Educational Service Unit 4 moves to change the time of the June 9, 2025 Board Meeting to 12:00 noon.

Motion made by: Susan LeGrand ▾

Motion seconded by: Jeff Bacon ▾

Voting:	Jeff Bacon	Yes ▾
	Gary Schaffer	Yes ▾
	Amy Clark	Yes ▾
	Mary Stewart Lyon	Yes ▾
	Terry Clark	Yes ▾

Lana Willman	Yes ▾
Allison Hayes	Yes ▾
Cheri Wirthele	Yes ▾
Susan LeGrand	Yes ▾

Other:

Adjournment:

The May 2025 ESU 4 Board Meeting was adjourned at 5:49 pm.