

EDUCATIONAL SERVICE UNIT 4

Regular Monthly Meeting

August 12, 2024

5:15 PM

Auburn, NE

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 (6-20-2024), Falls City Journal (6-19-2024), Nebraska City News-Press (6-21-2024), Pawnee City Republican (6-20-2024), and Tecumseh Chieftain (6-20-2024). 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: Allison Hayes ▾

Motion seconded by: Jeff Bacon ▾

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

Cheri Wirthele	Yes ▾
Susan LeGrand	Yes ▾

Roll Call:

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

Board Attendance:

Possible Motion: The Board of Educational Service Unit 4 moves to excuse Gary Schaffer and Terry Clark from attending the August Board meeting:

Motion made by: Susan LeGrand ▾
Motion seconded by: Lana Willman ▾

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

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: Amy Clark ▾
Motion seconded by: Mary Stewart Lyon ▾

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

Minutes of Previous Regular Meeting/Board work session:

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

Motion made by: Lana Willman ▾

Motion seconded by: Jeff Bacon ▾

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

ESU 4/NCECBVI claims for July:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the [ESU 4 claims](#) of \$77,943.24, ESU 4 payroll of \$463,684.07, and NCECBVI claims of \$20,583.20, for July.

Discussion: A discussion was held regarding various expenses this month. There were several yearly renewals, computers for new staff were purchased, the second payment to Airstream for H-Vac updates at the Learning Center, ESU 6 transition expenses, and the Great American Leasing checks/ACH payments.

Motion made by: Susan LeGrand ▾

Motion seconded by: Mary Stewart Lyon ▾

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

Federal Program claims for July:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the [Federal Program claims](#) of \$51,866.90 for July.

Motion made by: Lana Willman ▾

Motion seconded by: Allison Hayes ▾

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

ESU 4/NCECBVI claims for August:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the [ESU 4 claims](#) of \$55,071.53, ESU 4 payroll of \$443,725.82, and NCECBVI claims of \$19,121.75, for August.

Discussion: A discussion regarding various expenses this month was held. All of the ESU 4 cars were detailed, their tires rotated and balanced, the carpets and floors were cleaned/waxed at the ESU 4 Main Office and Learning Center.

Motion made by: Amy Clark ▾

Motion seconded by: Allison Hayes ▾

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

Federal Program claims for August:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the [Federal Program claims](#) of \$145,204.16 for August.

Discussion: Check #8994 to Nebraska/Central Equipment Inc. is payment for the new bus at NCECBVI. We will hold this check until we receive reimbursement for it.

Motion made by: Susan LeGrand ▾

Motion seconded by: Lana Willman ▾

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

Treasurer's report for July and August:

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

Motion made by: Jeff Bacon ▾

Motion seconded by: Mary Stewart Lyon ▾

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

Reports:

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

Public Comment: None

Depositories:

Possible Motion: The Board of Educational Service Unit 4 moves to identify the following depositories for ESU 4 funds for 2024-2025.

<i>Auburn State Bank Account</i>	<i>-Federal Account -General Fund Account -Payroll Account</i>	<i>-Grand Money Market -Money Market Account - Flexible Fund Account</i>
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Motion made by: Jeff Bacon ▾

Motion seconded by: Amy Clark ▾

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

NRCSA:

Possible Motion: The Board of Educational Service Unit 4 moves to join NRCSA (Nebraska Rural Community Schools Association) for the 2024-2025 school year.

Motion made by: Allison Hayes ▾

Motion seconded by: Jeff Bacon ▾

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

Auditor:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the contract for auditing services for the 2024-2025 school year with Riggs and Associates (not to exceed \$11,000.00).

Motion made by: Lana Willman ▾

Motion seconded by: Susan LeGrand ▾

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

Facility Use Fees:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the [facility use fees](#) for the 2024-2025 school year as presented.

Motion made by: Jeff Bacon ▾

Motion seconded by: Cheri Wirthele ▾

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

Handbooks:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the [ESU 4 Staff Handbook](#), the [ESU 4 Learning Center Handbook](#), and the [NCECBVI Handbook](#) for the 2024-2025 school year as presented.

Motion made by: Susan LeGrand ▾

Motion seconded by: Mary Stewart Lyon ▾

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

Policies:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the [policy updates](#) for the 2024-2025 school year.

- [2006 - Complaint Procedure](#)
- [2008 - Meetings](#)
- [2009 - Public Participation at Meetings](#)
- [3001 - Nondiscrimination \(KSB has it listed as 4053\)](#)
- [3011 - FMLA](#)
- [3053 - Conflict of Interest](#)
- [4003.1 - Bid Letting](#)
- [4004.1 - Bid Letting ... Federal Funds](#)
- [4017 - Press Releases \(Renamed\)](#)
- [4057 - Title IX \(new and updated\)](#)
- [4060 - Firearms and weapons for non-students \(new\)](#)
- [5008 - Pregnant or Parenting Students](#)
- [5052 - School Wellness](#)
- [6041 - Malcolm X Day Education \(New\)](#)
- [6042 - Projection Maps \(New\)](#)

Motion made by: Jeff Bacon ▾

Motion seconded by: Allison Hayes ▾

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

Cheri Wirthele	Yes ▾
Susan LeGrand	Yes ▾

1% Restricted Funds:

Possible Motion: The Board of Educational Service Unit 4 moves to approve the Increase of Budgeted Restricted Funds by 1%.

Motion made by: Amy Clark ▾

Motion seconded by: Jeff Bacon ▾

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

September Payments:

Possible Motion: The Board of Educational Service Unit 4 moves to authorize the Administrator/Treasurer to pay bills prior to the September Board Meeting.

Motion made by: Lana Willman ▾

Motion seconded by: Allison Hayes ▾

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

Surplus:

Possible Motion: The Board of Educational Service Unit 4 moves to identify the [following items as surplus](#).

Motion made by: Susan LeGrand ▾

Motion seconded by: Allison Hayes ▾

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

Other:

Adjournment:

The August 2024 ESU 4 Board Meeting was adjourned at 6:21 pm