

ESUCC
Regular Meeting
Wednesday, March 5, 2014, 8:30 AM
ESU No. 11, 6949 South 110th Street, LaVista, NE 68128

Attendance Taken at 8:31 AM.

Beatty ESU 16:	Present
Bell ESU 10:	Present
David Ludwig:	Present
Dennis ESU 19 - Pool:	Present
ESU 07 Ronell:	Present
Fisher ESU 04:	Present
Gegg ESU 05:	Present
Gil Kettelhut:	Present
Jeff West (NE):	Present
Dr Kraig Lofquist:	Absent
Mowinkel ESU 08:	Present
Radford ESU 17:	Present
Shoemake ESU 06:	Present
Standish ESU 18:	Present
Tedesco ESU 11:	Present
Uhing ESU 01:	Present
Paul Calvert (ESU 15):	Present

1. ESU Coordinating Council Information

2. Call to Order

3. Roll Call

3.1. Recess - Professional Development/Administrator training - eMeeting

4. Approval of Minutes

5. Petitions and Communications to the Board

5.1. State Board of Education and Nebraska Department of Education Report

5.2. Association of Education Service Agency's Report

6. Executive Reports

6.1. Executive Committee Report

6.1.1. Recommend ESUCC to approve the Position of the ESUCC Executive Director.

6.1.2. Recommend ESUCC to accept the resignation of ESUCC Presidency and related leadership changes.

6.1.2.1. President ESUCC

6.2. Executive Director Report

6.2.1. Project Support

6.2.2. Coordination

6.2.3. Planning Ahead

6.3. Treasurers Report - Finance Committee Recommendations

7. Public Comment

8. Recommendations from Standing Committees and Project Reports

8.1. Finance, Audit, Budget Committee

8.2. Technology Committee

8.2.1. Discontinuation of RENOVO Contract

8.2.2. Network Nebraska .5 FTE

8.3. Cooperative Purchasing Project

8.3.1. Negotiate ESM Contract

8.4. PD Leadership Committee

8.5. Special Education Committee

8.6. Legislative Committee

9. New and Miscellaneous Business

10. Unfinished Business

10.1. Bylaws & Policies Review

10.2. Strategic Planning Process

11. Public Comment: Recognition of Visitors

12. Executive Session

13. Adjournment

{{Name: Agenda Item Name}}

{{Discussion: Agenda Item Discussion}}

{{Comments: Agenda Item Comments}}

{{Actions: Agenda Item Actions}}

Nebraska Open Meetings Act

§84-1407 Act, how cited Sections 84-1407 to 84-1414 shall be known and may be cited as the Open Meetings Act.

§84-1408 Declaration of intent; meetings open to 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.

§84-1409. Terms, defined For purposes of the Open Meetings Act, unless the context otherwise requires: (1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions. (b) Public body does not include (i) subcommittees of such bodies unless a quorum of the public body attends a subcommittee meeting or unless such subcommittees are holding hearings, making policy, or taking formal action on behalf of their parent body, except that all meetings of any subcommittee established under section 81-15,175 are subject to the Open Meetings Act, and (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Videoconferencing means conducting a meeting involving participants at two or more locations through the use of audio-video equipment which allows participants at each location to hear and see each meeting participant at each other location, including public input. Interaction between meeting participants shall be possible at all meeting locations.

§84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops (1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as: (a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body; (b) Discussion regarding deployment of security personnel or devices; (c) Investigative proceedings regarding allegations of criminal misconduct; (d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting; (e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster, or (f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length. Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

(2) The vote to hold a closed session shall be taken in open session. The entire motion, the vote of each member on the question of holding a closed session, and the time when the closed session commenced and concluded shall be recorded in the minutes. If the motion to close passes, then the presiding officer immediately prior to the closed session shall restate on the record the limitation of the subject matter of the closed session. The public body holding such a closed session shall restrict its consideration of matters during the closed portions to only those purposes set forth in the motion to close as the reason for the closed session. The meeting shall be reconvened in open session before any formal action may be taken. For purposes of this section, formal action shall mean a collective decision or a collective commitment or promise to make a decision on any question, motion, proposal, resolution, order, or ordinance or formation of a position or policy but shall not include negotiating guidance given by members of the public body to legal counsel or other negotiators in closed sessions authorized under subdivision (1) (a) of this section.

(3) Any member of any public body shall have the right to challenge the continuation of a closed session if the member determines that the session has exceeded the reason stated in the original motion to hold a closed session or if the member contends that the closed session is neither clearly necessary for (a) the protection of the public interest or (b) the prevention of needless injury to the reputation of an individual. Such challenge shall be overruled only by a majority vote of the members of the public body. Such challenge and its disposition shall be recorded in the minutes.

(4) Nothing in this section shall be construed to require that any meeting be closed to the public. No person or public body shall fail to invite a portion of its members to a meeting, and no public body shall designate itself a subcommittee of the whole body for the purpose of circumventing the Open Meetings Act. No closed session, informal meeting, chance meeting, social gathering, email, fax, or other electronic communication shall be used for the purpose of circumventing the requirements of the act.

(5) The act does not apply to chance meetings or to attendance at or travel to conventions or workshops of members of a public body at which there is no meeting of the body then intentionally convened, if there is no vote or other action taken regarding any matter over which the public body has supervision, control, jurisdiction, or advisory power.

§84-1411. Meetings of public body; notice; contents; when available; right to modify; duties concerning notice; videoconferencing or telephone conferencing authorized; emergency meeting without notice; appearance before public body (1) Each public body shall give reasonable advance public notice of the time and place of each meeting by a method designated by each public body and recorded in its minutes. Such notice shall be transmitted to all members of the public

body and to the public. Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (a) 24 hours before the scheduled commencement of the meeting or (b) 48 hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2) A meeting of a state agency, state board, state commission, state council, or state committee, of an advisory committee of any such state entity, of an organization created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a public power district having a chartered territory of more than one county in this state, of the governing body of a public power and irrigation district having a chartered territory of more than one county in this state, of a board of an educational service unit, of the educational service unit coordinating council, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, or of a community college board of governors may be held by means of videoconferencing or, in the case of the Judicial Resources Commission in those cases specified in section 24-1204, by telephone conference, if: (a) Reasonable advance publicized notice is given; (b) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recordation by audio or visual recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if videoconferencing or telephone conferencing was not used; (c) At least one copy of all documents being considered is available to the public at each site of the videoconference or telephone conference; (d) At least one member of the state entity, advisory committee, board, council, or governing body is present at each site of the videoconference or telephone conference; and (e) No more than one-half of the state entity's, advisory committee's, board's, council's, or governing body's meetings in a calendar year are held by videoconference or telephone conference. Videoconferencing, telephone conferencing, or conferencing by other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(3) A meeting of a board of an educational service unit, of the educational service unit coordinating council, of the governing body of an entity formed under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, of a community college board of governors, of the governing body of a public power district, or of the governing body of a public power and irrigation district may be held by telephone conference call if: (a) The territory represented by the educational service unit, member educational service units, community college board of governors, public power district, public power and irrigation district, or member public agencies of the entity or pool covers more than one county; (b) Reasonable advance publicized notice is given which identifies each telephone conference location at which an educational service unit board member, a council member, a member of a community college board of governors, a member of the governing body of a public power district, a member of the governing body of a public power and irrigation district, or a member of the entity's or pool's governing body will be present; (c) All telephone conference meeting sites identified in the notice are located within public buildings used by members of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, or entity or pool or at a place which will accommodate the anticipated audience; (d) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recordation by audio recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if a telephone conference call was not used; (e) At least one copy of all documents being considered is available to the public at each site of the telephone conference call; (f) At least one member of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, or governing body of the entity or pool is present at each site of the telephone conference call identified in the public notice; (g) The telephone conference call lasts no more than two hours; and (h) No more than one-half of the board's, council's, governing body's, entity's, or pool's meetings in a calendar year are held by telephone conference call, except that a governing body of a risk management pool that meets at least quarterly and the advisory committees of the governing body may each hold more than one-half of its meetings by telephone conference call if the governing body's quarterly meetings are not held by telephone conference call or videoconferencing. Nothing in this subsection shall prevent the participation of consultants, members of the press, and other nonmembers of the governing body at sites not identified in the public notice. Telephone conference calls, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(4) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(5) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by means of electronic or telecommunication equipment. The provisions of subsection (4) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(6) A public body may allow a member of the public or any other witness other than a member of the public body to appear before the public body by means of video or telecommunication equipment.

§84-1412. Meetings of public body; rights of public; public body; powers and duties (1) Subject to the Open Meetings Act, the public has

the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings. A body may not be required to allow citizens to speak at each meeting, but it may not forbid public participation at all meetings.

(3) No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body may require any member of the public desiring to address the body to identify himself or herself.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state, if, but only if: (a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction; (b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience; (c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making a telephone conference call available at an in-state location to members, the public, or the press, if requested 24 hours in advance; (d) No more than 25% of the public body's meetings in a calendar year are held out-of-state; (e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act; (f) Reasonable arrangements are made to provide viewing at other in-state locations for a videoconference meeting if requested fourteen days in advance and if economically and reasonably available in the area; and (g) The public body publishes notice of the out-of-state meeting at least 21 days before the date of the meeting in a legal newspaper of statewide circulation.

(7) The public body shall, upon request, make a reasonable effort to accommodate the public's right to hear the discussion and testimony presented at the meeting.

(8) Public bodies shall make available at the meeting or the in-state location for a telephone conference call or videoconference, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

§84-1413. Meetings; minutes; roll call vote; secret ballot; when (1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a municipality, a county, a learning community, a joint entity created pursuant to the Interlocal Cooperation Act, a joint public agency created pursuant to the Joint Public Agency Act, or an agency formed under the Municipal Cooperative Financing Act which utilizes an electronic voting device which allows the yeas and nays of each member of such city council, village board, county board, or governing body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written and available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing the minutes is absent due to a serious illness or emergency.

§84-1414. Unlawful action by public body; declared void or voidable by district court; when; duty to enforce open meeting laws; citizen's suit; procedure; violations; penalties (1) Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in violation of the Open Meetings Act shall be declared void by the district court if the suit is commenced within 120 days of the meeting of the public body at which the alleged violation occurred. Any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken in substantial violation of the Open Meetings Act shall be voidable by the district court if the suit is commenced more than 120 days after but within one year of the meeting of the public body in which the alleged violation occurred. A suit to void any final action shall be commenced within one year of the action.

(2) The Attorney General and the county attorney of the county in which the public body ordinarily meets shall enforce the Open Meetings Act.

(3) Any citizen of this state may commence a suit in the district court of the county in which the public body ordinarily meets or in which the plaintiff resides for the purpose of requiring compliance with or preventing violations of the Open Meetings Act, for the purpose of declaring an action of a public body void, or for the purpose of determining the applicability of the act to discussions or decisions of the public body. It shall not be a defense that the citizen attended the meeting and failed to object at such time. The court may order payment of reasonable attorney's fees and court costs to a successful plaintiff in a suit brought under this section.

(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a second or subsequent offense.

Revised August 2013



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Post on February 24, 2014

NOTICE OF MEETING OF THE
EDUCATIONAL SERVICE UNIT
COORDINATING COUNCIL

The Educational Service Unit Coordinating Council will meet at 1:00 p.m. CST on March 4, 2014, at Educational Service Unit No. 11, 412 W. 14th Ave., Holdrege, NE, for Committee Meetings. There will also be a video conference connections available at Educational Service Unit No. 3, 6949 South 110th Street, LaVista; Educational Service Unit No. 5, 500 West Court, Beatrice; Educational Service Unit No. 6, 210 Fifth Street, Milford; Educational Service Unit No. 10, 76 Plaza Blvd, Kearney; Educational Service Unit No. 13, 4215 Avenue I, Scottsbluff; Educational Service Unit No. 18, 5905 "O" Street, Lincoln. On March 5, 2014, at 8:30 a.m., the Education Service Unit Coordinating Council will meet for their Regular Board Meeting utilizing same sites for DL. An agenda for the meeting will be maintained continuously and will be accessible during regular business hours upon telephonic or written request to Scott Isaacson, Transitional Project Coordinator, Educational Service Unit Coordinating Council, 6949 South 110th Street, LaVista, NE 68138

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**Educational Service Unit Coordinating Council
Regular Meeting Minutes
Wednesday, February 5, 2014
Educational Service Unit No. 18
5905 O Street
Lincoln, NE
Video Conference Sites: ESU 3 and 10**

Pursuant to Section 84-1411 of the Nebraska Statutes, notice of this meeting was given by advertisement on the ESUCC website on January 27, 2013.

President-Elect West announced that the meeting would convene at 8:30 AM, and that visitors may obtain a "Request for Hearing" form from staff for any presentation they may have for the meeting. He further announced that in accordance with policy, the "Request for Hearing" forms must be submitted to the Executive Assistant in order to be heard at this meeting.

President-Elect West announced that pursuant to Section 84-1412 of the Nebraska Statutes, the public is hereby informed that a current copy of the Nebraska Open Meetings Act was posted in the meeting room.

[Notice of Meeting](#)

Order of Business by Letter Code:

[Call to Order](#)

Roll Call

Present at Roll Call: ESU No's: 1 (Bob Uhing), 2 (David Ludwig), 5 (Brian Gegg), 7 (Norm Ronell), 8 (Bill Mowinkel), 9 (Kraig Lofquist), 10 (Wayne Bell), 13 (Jeff West), 15 (Paul Calvert), 16 (Marge Beatty), 17 (Dennis Radford), 18 (Liz Standish). Absent: 3 (Gil Kettelhut), 4 (Jon Fisher), 6 (Dan Shoemake), 11 (Paul Tedesco), 19 (Dennis Pool).

Staff: Scott Isaacson, Transition Project Coordinator, Deb Hericks, Priscilla Quintana, Kip Schneider

Visitors: Karen Haase,

Approval of Minutes

[Regular - January 8, 2014](#)

[ESUCC minutes January 8, 2014 Combined](#)

On Legislative Committee report add Lobbyist "registration" fee has already paid for the year.

On a motion by Marge Beatty seconded by Dave Ludwig the minutes from January 8, 2014 be approved as amended by the ESUCC Board.

Approved by roll call vote: Aye: ESUs 16, 17, 18, 19, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 15. Nay: ESU 0. Abstain: ESU 0. Absent: ESU 19, 3, 4, 6, 11,

Petitions and Communications to the Board

State Board of Education and Nebraska Department of Education Report (Freida Lange)

[2013-2014 NDE Board Meetings](#)

Fine Arts standards approval by NDE Board has been postponed. NDE is researching on the benefits/concerns of applying for a waiver. Timeline for waiver, is unknown at this time. Letter was sent to Dr. Blomstedt regarding using NWEA as assessment tool, Valorie Foy will be researching/providing an answer on replacing NeSA with NWEA.

Association of Education Service Agency's Report – No report

Executive Reports

[Executive Committee Report – Jeff West](#)

Audit entrance meeting was held January 21, 2014 and the onsite visit is planned for February 15-18, 2014. Master Service Agreement was on all committees yesterday; if changes are needed please discuss with Scott Isaacson. Professional Development for staff was discussed and decided further discussion and need to create a policy before we can proceed. Jim Luebbe, NASB presented the Enterprise Fleet Management proposal to provide services to schools through ESUs. Jim Luebbe will gather more information and report back to committee. Scott Isaacson and Deb Hericks will be trained on eMeetings prior to the March meeting. Goal is to use eMeetings for the regular ESUCC meeting in March. Scott Isaacson will work with the NOC group to see what projects are duplicated across the state that we can offer statewide. Utilize efforts across the state, take an inventory of those projects, and see where we can be more efficient. NMPDS Math grant, we are currently over budget but Scott has a new proposal to discuss with Jan Handa to finalize the GAN. Search Committee for Executive Director met yesterday, a conference call will be held with Executive Committee to review their recommendations. Systems thinking will continue to enhance our progress with PDO in May. Lee Jenkins will be available at PDO meetings.

Executive Director Report – Scott Isaacson

Scott reviewed the past month of several activities. At May PDO, we had good feedback and providing the steps of moving forward with statewide initiatives. Scott will be working on developing a process to map the process of budget to continue to review past and future planning.

Treasurers Report - Finance Committee Recommendations

[Project Summary - Dec13](#)

Approval of Claims

Approval of the Financial Statements
Approval of Assets

Dennis Radford reviewed the reports with the board. He encourages committees to review their project budgets expenditures/revenues. There are samples of January reports from eFinance for review but not final at this time.

On a motion by Dennis Radford seconded by Liz Standish the ESUCC Board approved claims, financial statements assets, according to the treasurer's report.

Approved by roll call vote: Aye: ESUs 17, 18, 1, 2, 5, 7, 8, 9, 10, 13, 15,16. Nay: ESU 0. Abstain: ESU 0. Absent: ESU 19, 3, 4, 6, 11.

Public Comment: Recognition of Visitors - There were no requests to be heard from the public at this time

Recommendations from Standing Committees and Project Reports

NOTE: At this time, reports from the chairs of the ESUCC Committees are presented. The Reports summarize recommendations from the Committee and also include items of information presented for the purpose of keeping the Board of the Educational Service Unit Coordinating Council informed.

Committee chairs will make recommendations to the full Board to approve items considered during the Standing Committee meetings held beginning at 2:00 p.m., February 4, 2014. Generally, in-depth discussion of action items takes place at Committee meetings, which are open to the public.

[Finance, Audit, Budget Committee](#)

Memo from Harding & Shultz on how to proceed with ESUs using other ESU staff for training. It is recommended that the hiring ESU pays the ESU not the individual for services provided and the ESU to pay extra duty pay to that individual.

[Technology Committee](#)

Discussed the various reports from staff members. Zoom to be purchased on a trial basis to provide cloud based video conferencing. ESUCC will purchase license and then invoice the ESUs interested in purchasing. Renovo contract will be discontinued at the end of June.

Motion by Bob Uhing seconded by Paul Calvert that ESUCC approve the purchase of Zoom licenses by the ESUCC and each individual ESU shall reimburse the ESUCC for the cost of such licenses.

Approved by roll call vote: Aye: ESUs 1, 2, 5, 7, 8, 9, 10, 13, 15, 16, 17, 18. Nay: ESU 0. Abstain: ESU 0. Absent: ESU 19, 3, 4, 6, 11.

Motion by Kraig Lofquist seconded by Brian Gegg for Scott Isaacson to facilitate conversations with the NOC to inventory statewide projects and to coordinate statewide efforts.

Kraig Lofquist amended the motion to include NOC and DEAC seconded by Brian Gegg for Scott Isaacson to facilitate conversations with them regarding inventory statewide projects and to coordinate statewide efforts.

Approved by roll call vote: Aye: ESUs 9, 10, 13, 15, 16, 17, 18, 1, 2, 5, 7, 8. Nay: ESU 0. Abstain: ESU 0. Absent: ESU 19, 3, 4, 6, 11.

Cooperative Purchasing

Esm contract cost and fees related for Easy Purchase is currently for 18 ESUs but esm is requesting fees to include individual instance for schools. They want an additional \$120,000 to include the schools instance. Suggested to continue working with esm/attorneys/Scott Isaacson to continue negotiations. Go back to esm with possibility of giving them .5% esm purchase fees that should continue to grow as system grows. This will also help to incentivize esm to make more accountable. Communication is key to success. All ESUs moved to direct ship with the exception of ESU 3. The .5% fee will come out of the 2% the ESUCC currently collects leaving Coop with 1.5%. If the Special Buy, Food and Custodial programs were added to the ESM system, purchase volume could reach \$18 million based on past years' numbers. If that were the case, the 0.5% fee would be \$18 million x 0.5% = \$80,000. Continue to keep administrators informed of negotiations throughout the month. Currently training ESUs and should be completed by February 26. They will continue to work with attorneys on finalizing policies/procedures.

PD Leadership Committee

Reviewed PD Committee report and discussion held around January PDO. Continue discussion into May PDO around systems thinking/Lee Jenkins and working with three statewide initiatives. PDO appreciates and continue to stress the need for more administrator participation at PDO sessions. Draft of May PDO agenda will be available by March 1. Continue dialog with NDE regarding the NMPDS Math grant. KICKS grant will need to remain with ESU 16 for the 3-year cycle, as they are the fiscal agent on record.

Special Education Committee

Staff updated on SRS projects. Letter to NDE discussed and felt letter was no longer needed. Dr. Blomstedt has requested a copy of the minutes/including letter. Advisory group has suggested an increase of fees of 5% in tier structure and continue the \$5000/ESU. LPS will not be utilizing SRS next year.

Motion by Marge Beatty and seconded by Dennis Radford to increase of fee structure by 5% and continue the \$5000/ESU.

Approved by roll call vote: Aye: ESUs 16, 17, 18, 1, 2, 5, 7, 8, 9, 10, 13, 15. Nay: ESU 0. Abstain: ESU 0. Absent: ESU 19, 3, 4, 6, 11.

Legislative Committee

ESUCC will not proceed with lobbyist on file for 2013-2014. Will review need for lobbyist after new Exec Director is hired. Reviewed the standing positions that were used in creating the action plans for the four priority areas. Opposition of LB 1060 is due to the one man, one vote.

On a motion by Dave Ludwig and seconded by Marge Beatty the ESUCC in conjunction with NASB take forward a stance in opposition of LB 1060.

Approved by roll call vote: Aye: ESUs 2, 5, 7, 8, 9, 10, 13, 15,16, 17, 18, 1. Nay: ESU 0. Abstain: ESU 0. Absent: ESU 19, 3, 4, 6, 11.

New and Miscellaneous Business

Nothing to report

Unfinished Business

Bylaws & Policies review – Continue to work with attorneys on Coop policy/procedures.

Strategic Planning Process – Collaboration meeting with NDE will be held on April 3, 2014.

Public Comment: Recognition of Visitors - There were no requests to be heard from the public at this time.

Adjournment:

Meeting adjourned at 11:13 AM.

Educational Service Unit Coordinating Council
Regular Meeting Minutes
Wednesday, February 5, 2014
Educational Service Unit No. 18
5905 O Street
Lincoln, NE
Video Conference Sites: ESU 3 and 10

Pursuant to Section 84-1411 of the Nebraska Statutes, notice of this meeting was given by advertisement on the ESUCC website on January 27, 2013.

President-Elect West announced that the meeting would convene at 8:30 AM, and that visitors may obtain a "Request for Hearing" form from staff for any presentation they may have for the meeting. He further announced that in accordance with policy, the "Request for Hearing" forms must be submitted to the Executive Assistant in order to be heard at this meeting.

President-Elect West announced that pursuant to Section 84-1412 of the Nebraska Statutes, the public is hereby informed that a current copy of the Nebraska Open Meetings Act was posted in the meeting room.

[Notice of Meeting](#)

Order of Business by Letter Code:

[Call to Order](#)

Roll Call

Present at Roll Call: ESU No's: 1 (Bob Uhing), 2 (David Ludwig), 5 (Brian Gegg), 7 (Norm Ronell), 8 (Bill Mowinkel), 9 (Kraig Lofquist), 10 (Wayne Bell), 13 (Jeff West), 15 (Paul Calvert), 16 (Marge Beatty), 17 (Dennis Radford), 18 (Liz Standish). Absent: 3 (Gil Kettelhut), 4 (Jon Fisher), 6 (Dan Shoemake), 11 (Paul Tedesco), 19 (Dennis Pool).

Staff: Scott Isaacson, Transition Project Coordinator, Deb Hericks, Priscilla Quintana, Kip Schneider

Visitors: Karen Haase,

Approval of Minutes

[Regular - January 8, 2014](#)

[ESUCC minutes January 8, 2014 Combined](#)

On Legislative Committee report add Lobbyist "registration" fee has already paid for the year.

On a motion by Marge Beatty seconded by Dave Ludwig the minutes from January 8, 2014 be approved as amended by the ESUCC Board.

Approved by roll call vote: Aye: ESUs 16, 17, 18, 19, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 15. Nay: ESU 0. Abstain: ESU 0. Absent: ESU 19, 3, 4, 6, 11,

Petitions and Communications to the Board

State Board of Education and Nebraska Department of Education Report (Freida Lange)

[2013-2014 NDE Board Meetings](#)

Fine Arts standards approval by NDE Board has been postponed. NDE is researching on the benefits/concerns of applying for a waiver. Timeline for waiver, is unknown at this time. Letter was sent to Dr. Blomstedt regarding using NWEA as assessment tool, Valorie Foy will be researching/providing an answer on replacing NeSA with NWEA.

Association of Education Service Agency's Report – No report

Executive Reports

[Executive Committee Report – Jeff West](#)

Audit entrance meeting was held January 21, 2014 and the onsite visit is planned for February 15-18, 2014. Master Service Agreement was on all committees yesterday; if changes are needed please discuss with Scott Isaacson. Professional Development for staff was discussed and decided further discussion and need to create a policy before we can proceed. Jim Luebbe, NASB presented the Enterprise Fleet Management proposal to provide services to schools through ESUs. Jim Luebbe will gather more information and report back to committee. Scott Isaacson and Deb Hericks will be trained on eMeetings prior to the March meeting. Goal is to use eMeetings for the regular ESUCC meeting in March. Scott Isaacson will work with the NOC group to see what projects are duplicated across the state that we can offer statewide. Utilize efforts across the state, take an inventory of those projects, and see where we can be more efficient. NMPDS Math grant, we are currently over budget but Scott has a new proposal to discuss with Jan Handa to finalize the GAN. Search Committee for Executive Director met yesterday, a conference call will be held with Executive Committee to review their recommendations. Systems thinking will continue to enhance our progress with PDO in May. Lee Jenkins will be available at PDO meetings.

Executive Director Report – Scott Isaacson

Scott reviewed the past month of several activities. At May PDO, we had good feedback and providing the steps of moving forward with statewide initiatives. Scott will be working on developing a process to map the process of budget to continue to review past and future planning.

Treasurers Report - Finance Committee Recommendations

[Project Summary - Dec13](#)

Approval of Claims

Approval of the Financial Statements
Approval of Assets

Dennis Radford reviewed the reports with the board. He encourages committees to review their project budgets expenditures/revenues. There are samples of January reports from eFinance for review but not final at this time.

On a motion by Dennis Radford seconded by Liz Standish the ESUCC Board approved claims, financial statements assets, according to the treasurer's report.

Approved by roll call vote: Aye: ESUs 17, 18, 1, 2, 5, 7, 8, 9, 10, 13, 15,16. Nay: ESU 0. Abstain: ESU 0. Absent: ESU 19, 3, 4, 6, 11.

Public Comment: Recognition of Visitors - There were no requests to be heard from the public at this time

Recommendations from Standing Committees and Project Reports

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[Finance, Audit, Budget Committee](#)

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[Technology Committee](#)

Discussed the various reports from staff members. Zoom to be purchased on a trial basis to provide cloud based video conferencing. ESUCC will purchase license and then invoice the ESUs interested in purchasing. Renovo contract will be discontinued at the end of June.

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Staff updated on SRS projects. Letter to NDE discussed and felt letter was no longer needed. Dr. Blomstedt has requested a copy of the minutes/including letter. Advisory group has suggested an increase of fees of 5% in tier structure and continue the \$5000/ESU. LPS will not be utilizing SRS next year.

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New and Miscellaneous Business

Nothing to report

Unfinished Business

Bylaws & Policies review – Continue to work with attorneys on Coop policy/procedures.

Strategic Planning Process – Collaboration meeting with NDE will be held on April 3, 2014.

Public Comment: Recognition of Visitors - There were no requests to be heard from the public at this time.

Adjournment:

Meeting adjourned at 11:13 AM.



Committee Report

COMMITTEE NAME: Executive Committee

Committee Chair(s): Dennis Pool

REPORT PERIOD: February 4, 2014 - 1:01 PM

COMMITTEE REPORT:

Roll Call: ESU No's: 2 (Dave Ludwig), 13 (Jeff West), 16 (Marge Beatty), 17 (Dennis Radford), *19 (Dennis Pool) DL.

Staff: Scott Isaacson, Transition Project Coordinator, Deb Hericks, Priscilla Quintana

Guest: Jim Lubbe, NASB

INFORMATION ITEMS:

1. [Audit](#)

Entrance meeting was held on January 21, 2014. Budget PlanningThe audit process is ahead of schedule. Plan to be on-site February 18-20.

a. Master Service Agreement - changes for 2014-2015

Discussions to start seeking input for changes on MSA. One change is the IMAT fees will go back to past practice.

b. Professional Development for ESUCC Staff

Staff is asking for approval to take a certification course/professional development. What is protocol/procedures? We need to create a policy to allow to even negotiate practices? How, when, and why we would allow training?

2. NASB School Vehicle Proposal - Jim Lubbe, NASB

NASB is talking with Enterprise Fleet Management to create a proposal. If there is interest, Education Forum at the end of the month and have Enterprise Fleet Management present. They would like a couple of ESU Administrators available for discussion. ESU/Schools have vehicles available for staff use. Enterprise Fleet Management can take fleets and sell them off and then provide a better vehicle for about the same costs currently. ESU contract with EFM and school districts let ESUs know their needs to provide a vehicle. School district pays ESU per mile and ESU handle the contract with EFM. EFM contract with repair shops, etc to maintain vehicles. Insurance is a detail that still needs to be worked out (possibility of District

policy). Would like to know the cost benefit to schools under this proposal. Jim Lubbe to bring a more formalized proposal forward at next meeting. Administrators will take to their Advisory Councils to seeking information on interest.

3. eMeetings - Training to be held for ESU Administrators at March 5th ESUCC meeting (approximately 45 minutes). Scott/Deb will be trained prior to March meeting. Use eMeetings for the Order of Business portion of March meetings. Dennis Pool will work with Scott and Deb to create a format to allow for little disruption to meeting.

4. Statewide Projects - update from Scott

There is an account management tool that ESU 10 has created and NNNC is interested in pursuing but would it be in our best interest to make these state-wide projects vs regional projects. Is it appropriate for Technology Committee to evaluate products such as this so that we don't duplicate efforts. Tech Committee to develop of list of these products for review.

NMPDS Math Grant Update - things are off to a good start with the first sessions. Deb Romanek, NDE filled in the roll at Secondary level with the help of the Elementary trainers to help in February. Other trainings are being sought to fill in the rest of the sessions.

KICKS - Possible to move grant to ESUCC in the future.

5. PDO - On site Registration Fees (\$20/fee - annual invoicing)

Defer discussion to PD Committee and bring back through FAB Committee as a joint resolution.

6. Search Committee Update

Search committee met this morning and reviewed applications. Dr Kettelhut will schedule a conference call with the Exec Committee to review recommendations.

7. Contracts for ESU for services by ESUs

- a. [Sample of ESU 17 contract](#)
- b. [115](#)

Refer to Finance Committee.

8. esm Update

- a. [esm Contract](#)

Due to the process of changing this year on how the COOP process is working. The Easy Purchase Option was only quoted for the ESUs. With moving to the direct shipment to schools, each school will need to have an "instance" on esm system. Our current contract is \$110,000/for the ESU instance. They are asking for an additional \$120,000 to cover the schools instance. We will have legal counsel (Steve Williams) review contract thoroughly and proceed as directed.

9. May meeting - same time as PDO / Mini Conference

- a. PDO - agenda item for Exec Committee
 - i. May 6 - Affiliate Meetings
 - ii. May 7-8 - PDO meeting
- b. ESUCC

- i. May 6 - Committee Meeting
 - ii. May 7 - ESUCC Meeting
 - c. NESUBA
 - i. May 7 - Meeting
- 10. Calendar
 - a. May 2015 - Tentatively ESUCC/first week, PDO/second week (can this be moved to first week?)

RECOMMENDED ACTION ITEMS:

None at this time

Adjournment:

On a motion by Jeff West and seconded by Dave Ludwig to adjourn meeting at 2:05.

Role: Yes: ESU 2, 13, 16, 17, 19 Nay: 0. Abstain: 0.



Committee Report

COMMITTEE NAME: Finance, Audit, and Budget Committee

Committee Chair(s): Radford/Pool

REPORT PERIOD: February 4, 2014- 2:10 PM

COMMITTEE REPORT:

Roll Call: ESU No's: 7 (Norm Ronell), 8 (Bill Mowinkel), 13 (Jeff West), *17 (Dennis Radford), 18 (Liz Standish). Absent: 3 (Gil Kettelhut), 11 (Paul Tedesco), *19 (Dennis Pool).

Staff: Scott Isaacson, Transition Project Coordinator; Deb Hericks, Priscilla Quintana

INFORMATION ITEMS:

1. [Audit](#)
Entrance meeting was held on January 21, 2014. The audit process is ahead of schedule. Plan to be on-site February 18-20.
2. Budget Planning - Dennis Radford and Priscilla Quintana reviewed the following reports.
 - a. [Coop Revenue and Expenses](#)
 - b. [ESUCC Monthly Balance w/o Coop](#)
 - c. [Member Equity Not Distributed](#)
 - d. Master Service Agreement - Any changes needed for 2014-2015
3. PDO
 - a. On site Registration Fees (\$20/fee - annual invoicing) - possible to invoice quarterly.
 - b. approved Budget by May??
4. eFinance reports - reports out of new system. Review reports that are available from eFinance system. Reports are not finalized.
 - a. [Budget Control Status - Jan 14](#)
 - b. [Balance Sheet - Jan 14](#)
 - c. [Revenue by Project - Jan 14](#)
 - d. [Expenses by Project - Jan 14](#)
 - e. [Check Register - Jan 14](#)
 - f. [Cash Receipts - Jan 14](#)

5. Contracts for ESU for services by ESUs
 - a. [Sample of ESU 17 contract](#)
 - b. [115](#) - Karen's interpretation of contracts

RECOMMENDED ACTION ITEMS:

[December Financials](#)

- a. Approval of Claims
 - i. December 31, 2013
- b. Approval of Financial Statements
 - i. December 31, 2013
- c. Approval of Assets
 - i. December 31, 2013

Dennis Radford reviewed the December 2013 financials with committee.

On a motion by Jeff West and seconded by Dennis Radford to recommend that the ESUCC approve the Claims, Financials Statements, and Assets for December 31, 2013.

Role: Yes: ESU 13, 17, 7, 8. Nay: 0. Abstain: 0. Absence: 18, 19, 11

Adjournment:

On a motion by Bill Mowinkel and seconded by Jeff West to adjourn meeting at 3:05.

Role: Yes: ESU 8, 13, 17, 7. Nay: 0. Abstain: 0. Absence: 18, 19, 11.



Committee Report

COMMITTEE NAME: Educational/Infrastructure Technology Committee

Committee Chair(s): Bob Uhing

REPORT PERIOD: February 4, 2014

COMMITTEE REPORT:

Call to Order: Chair of Educational / Infrastructure Technology Committee

ESU No's: *1 (Bob Uhing), 2 (David Ludwig), 5 (Brian Gegg), 6 (Dan Shoemake), 9 (Kraig Lofquist), 10 (Wayne Bell), 15 (Paul Calvert) Absent: 4 (Jon Fisher), 19 (Dennis Pool).

Staff: Scott Isaacson, Transition Project Coordinator, Rhonda Eis, Gordon Roethemeyer, Eric Smith

INFORMATION ITEMS:

1. Staff reports:

- a. Eric Smith - Eric spent time in Norfolk at a BlendEd meeting. Communication continues to be important and there is an emphasis placed on this subject. LMS is at times "strange." Angel/Blackboard: Yutan and some other schools are transferring from Angel to Blackboard. DC West was the first to migrate to Blackboard. They were a pilot school. Close to a dozen schools have currently migrated.

There has been some conversation about possibly changing LMS. "Canvas" is currently being evaluated to see if they have a viable product. "Desire to Learn" may also be evaluated.

We are currently paying between \$3.50 and \$4.00 user for the current LMS. This is a great value for the product. Eric wondered if we should take another look at pricing for schools. Some schools are paying

close to \$10.00 per user to participate in the project. Options include: staying the same and/or changing the “tiered” pricing model. We currently have 40,000 licenses.

Eric’s recommendation is to continue with Blackboard and simultaneously evaluate other products.

- b. Gordon Roethemeyer - (DL) Last month Gordon met with the advisory committee and desk top video conferencing was addressed. “Zoom” is a product that has brought forth the greatest interest.

John Stritt shared that they would like to purchase a few licenses for Zoom to check out the product. It is preferred that these licences fall under the ESUCC umbrella.

There are other products out there such as Clearsea. We don’t believe they will interact with each other.

This has the potential to be a statewide product.

ESU #10 will purchase 10 Zoom licenses and the licenses will fall under the ESUCC.

Motion: to approve the purchase of Zoom licenses by the ESUCC and each individual ESU shall reimburse the ESUCC for the cost of such licenses.

[Additional Zoom information](#)

The Renovo contract will be discontinued this June. Sandy has said there will be over 2 million allocated for DL. A recommendation will be made to the ESUCC for the former “Renovo” dollars to help support maintenance, support for NVIS and “bridges.”

- c. [Rhonda Eis - IMAT Report](#)

- d. Scott Isaacson -
Identity Management continues it's work and will meet again on February 20th. Scott and Mike Danahy (along with the other 8 pilot states) will be attending a training for "In Common."

2. Budget Planning

- a. Master Service Agreement - any changes needed to Master Service Agreement for 2014-2015 (ie: IMat fees reestablished, DEC, LMS)

3. Statewide Projects

Scott brought up the "duplication of efforts" regarding services and programming. Can we back each other up?

An "inventory" would be developed by the NOC as a starting point.

Can we work together to gain "efficiencies?"

Motion: for Scott Isaacson to facilitate conversations with the NOC to inventory statewide projects and to coordinate statewide efforts.

4. Email Services on Network Nebraska

This "service" could be run through the Network Nebraska initiative.

5. Distance Learning Incentives

The Legislative Committee notes address this under 2b. [Legislative Action Plans](#)

Stakeholders were noted in the form. This will be a statewide effort.

6. Data Dashboard

There is consideration to place this on Network Nebraska.

7. Other

RECOMMENDED ACTION ITEMS:

Motion: to approve the purchase of Zoom licenses by the ESUCC and each individual ESU shall reimburse the ESUCC for the cost of such licenses.

Motion: for Scott Isaacson to facilitate conversations with the NOC to inventory statewide projects and to coordinate statewide efforts.

Adjournment:

Motion to adjourn.



Committee Report

COMMITTEE NAME: Coop Purchasing Committee

Committee Chair(s): Paul Tedesco/Brian Gegg

REPORT PERIOD: February 4, 2014 - 3:38 PM

COMMITTEE REPORT:

Call to Order: Chair of Cooperative Purchasing Committee

ESU No's: *5 (Brian Gegg), 8 (Bill Mowinkel), 15 (Paul Calvert). Absent: 4 (Jon Fisher), *11 (Paul Tedesco), 19 (Dennis Pool).

Staff: Scott Isaacson, Transition Project Coordinator, Kip Schneider, Priscilla Quintana.

INFORMATION ITEMS:

1. ESM Update
 - a. Easy Purchase Fees
 - b. Programming--Ordering--Error with School Specialty, how about other catalogs?

The error was due to some coding issues, ESM has identified the issue and is working to resolve it.
 - c. ESU Training Update Completed//Scheduled

All ESU trainings have been completed or have been scheduled. The last training will be on Feb. 26th. Coop staff is also working on the catalogs, which will be ready for school ordering on March 5th.
 - d. Role of ESU Meetings Completed/Scheduled

ESU/School roles will be more clearly defined down the road, as ESU/School learn and use the system.
2. Program Updates
 - a. Annual Buy: Bid pricing is very comparable to previous year.
 - b. Food Program: Looking into providing professional development workshops for school employees.
 - c. AEPA: The meeting is in late April. They will target contracts and begin the bid process.
 - d. Custodial: This program is going well. Kip projects that more of these

types of products could be purchased through the ESM system.

- e. Special Buys: Kip projects this to be an area of growth. Coop staff will be researching new products to meet school needs.

3. Future Efforts

- a. Organizing Statewide Demand: The aggregating tool of ESM will be able to help identify the needs of schools (computers).

- b. CPPO Certification

No budget for Professional Development in 2013-2014 budget

Kip is still researching and will provide more information later.

Mr. Gegg is concerned about the time required of Kip to take this on.

The Executive Committee also visited this issue and noted that there is no policy in place for this type of staff professional development.

- c. Unified Procurement Policies: Kip will research further.

Kip will work with Scott and Karen to develop a draft policy.

4. Policy Adoption Timeline

- a. Will work to have a draft completed by the March meeting.

5. The committee also would like a list of the admin. fees that each coop project offers, as well as an estimate of fund generated from those programs. Annual Buy is 4.95% admin fee, all other projects are 2%. [COOP Revenue/Expenses](#)

6. Budget Planning

- a. Master Service Agreement - changes needed for 2014-2015

Coop committee will know more once the contract issues with ESM have been resolved and an agreement has been reached.

- b. The committee briefly discussed the cost of ESM vs. the cost of hiring programmers to meet the software needs of all ESUCC projects.

- c. Summary of Revenue by Programs (see above revenue/expense report)

7.

Next Coop Committee meeting will be on Feb. 21st, 10:00 a.m. (DL)

RECOMMENDED ACTION ITEMS:

None at this time

Adjournment:

On a motion by Brian Gegg and seconded by Paul Calvert to adjourn meeting at 4:39 p.m.

Role: Yes: ESU 0. Nay: 0. Abstain: 0.



Committee Report

COMMITTEE NAME: PD Committee Report

Committee Chair(s): West/Ludwig

REPORT PERIOD: February 4, 2014

COMMITTEE REPORT:

Call to Order: Chair of PDO Leadership Committee

ESU No's: *2 (David Ludwig), 7 (Norm Ronell), 9 (Kraig Lofquist), *13 (Jeff West). Absent: 11 (Paul Tedesco), 19 (Dennis Pool).

Staff: Scott Isaacson, Transition Project Coordinator, Deb Hericks

Guest: Deb Romanek

INFORMATION ITEMS:

1. [January PDO](#) - PDO workshop was a good working session with writing the action plans. PDO commented on how good it was to have ESU administrators there at meetings. Volunteers to help plan May event.
2. Dave, Jeff and Freida will meet to go through action plans. February 28, May PDO event planning with the planning committee.
3. Math Grant Update - Deb Romanek/Jan Handa
It was requested for \$700,000 + submitted and \$400,000 was given - \$400,000 has been what has been given in past years. Currently, have not received GAN for this grant due to unbalanced budget. Scott Isaacson is finalizing budget and will get draft to Jan Handa. Will do a Doodle Poll to see what date works best for everyone to meet. [NMPDS flyer](#)
 - o Future Timeline - Scott Isaacson, Deb Romanek, Jan Handa to work on future sessions/years. Set a timeline of dates to known deadlines. Fiscal year will end September 30, 2014.
4. KICKS Science Grant - Fiscal Agency - Marge Beatty
Leave grant with ESU 16 but can move with advanced notice to ESUCC.

This is a competitive grant and ESU 16 will hold the grant for three years as fiscal agent.

5. May PDO - Lee Jenkins
 - Follow a mini conference theme. Committee will have agenda set early March. Lee is scheduled to attend the PDO Event. Common threads - getting all affiliates working with each other/in and amongst ESUs as well as state-wide. Showcase some work that is being done in ESUs across the state. The people that have volunteered to work on planning have a solid vision.
6. Budget protocol -
7. Budget requests submitted by March 1st.
 - PDO
 - i. On site Registration Fees (\$20/fee - annual invoicing)
 - ii. Budget Proposals
8. Budget Planning
 - Master Service Agreement any changes to MSA for 2014-2015 (ie: flat fee for all activities)
9. State Assessment Proposed Changes
[Letter to Dr. Blomstedt regarding NWEA MAP as State Assessment](#)
10. NCLB Waiver
(Should Nebraska request a waiver from US Department of Ed.?)

RECOMMENDED ACTION ITEMS:

None at this time

Adjournment:

On a motion by Kraig Lofquist and seconded by Jeff West to adjourn meeting at 5:13 PM.

Role: Yes: All. ESU 0. Nay: 0. Abstain: 0.

Next Meeting Agenda:

Budget Protocol

- ESUCC Budget Amount
- ESU Fee (\$2,000)
- \$15.00 charge
- cash flow
- Deb create some numbers from past fees
- MSA - fee adjustment?



Committee Report

COMMITTEE NAME: Special Education Committee

Committee Chair(s): Marge Beatty

REPORT PERIOD: February 4, 2014 at 4:00

COMMITTEE REPORT:

Call to Order: Chair of Special Education Committee Marge Beatty

ESU No's: 1 (Bob Uhing), 5 (Brian Gegg), *16 (Marge Beatty), 17 (Dennis Radford). Absent: 19 (Dennis Pool)

Staff: Wade Fruhling, Priscilla Quintana

INFORMATION ITEMS:

1. [Letter of Support to NDE](#)

Since the letter was discussed in open session, the discussion served its purpose. The SPED Committee will not ask for further action on the letter.

2. SRS Report:

AAP Website

A few minor bug fixed.

We will hopefully be submitting the second grant request this month.

Project Para

Main Focus has been preparing for the 24th Annual Nebraska Para Educator Conference.

242 Registrations so far

SRS

First drafts of Notice of IEP/IFSP/MDT meeting and Equitable Service Plan have been developed.

We had several school districts volunteer to do beta testing for us. These districts include the schools in York, Crete, Fairbury, and Papillion La-Vista.

Testing will begin on February 10th.

We are close to completing a data export file for Grand Island that we will ultimately use as a template for further school districts.

3. Budget Planning

- a. Master Service Agreement - Any changes needed to the MSA Document for 2014-2015--The SRS Advisory Board recommended an increase of 5% annually which will be billed directly to school districts.
- b. NDE Funding: There is a question about the \$5,000 that each ESU committed through the collaboration grant to SRS. The question is whether or not the collaboration grant dollars can be used for SRS in the future. (around \$75,000)
- c. Recommending that the amount in the the 2013-2014 Master Service agreement remain the same for ESUs with a tier increase of 5% to the schools.

4. Wade has shown interest in serving on the SLDS committee and Department personnel will contact him to determine the role he might play

RECOMMENDED ACTION ITEMS:

Motion to increase the tier costs to school districts 5% and keep the participating ESU fee at \$5,000 for the 2014-2015 Master Agreement.

Adjournment:

Motion to adjourn.



Committee Report

COMMITTEE NAME: Legislative Committee

Committee Chair(s): David Ludwig

REPORT PERIOD: February 4, 2014 - 10:00 AM

COMMITTEE REPORT:

Call to Order: Chair of Legislative Committee -

ESU No's: *2 (David Ludwig), *3 (Gil Kettelhut) DL, 6 (Dan Shoemake), 9 (Kraig Lofquist), 10 (Wayne Bell) DL, 16 (Marge Beatty), 18 (Liz Standish). Absent: 19 (Dennis Pool)(arrived DL 11:05)

Staff: Scott Isaacson Transition Project Coordinator, Deb Hericks

Guests: Freida Lange (NDE), Brian Hale (NASB)

INFORMATION ITEMS:

1. Lobbyist - no lobbyist for 2013-2014 (can't sub name)
 - a. Removed Matt Blomstedt as Lobbyist for ESUCC.
2. Action Plan for ESUCC Positions
 - a. [ESUCC Positions](#)

Review of Position Statements

Discussed LB 1060 - Election of Board Members

Take a stance in opposition of LB 1060 but work closely with NASB. Dave Ludwig and Kraig Lofquist will visit with John Spatz.

Discussed removal of core funding legislation (1996) in 2015.

Schedule a meeting with members of Learning Community. Have new Exec Director keep in contact with Learning Community Director.

Facilities Study - Request a study on facility needs assessment. Create a long term

plan. Central office and program facility needs. Take steps to fill Executive Director position, then decide if we need to hire a lobbyist, then make recommendation on a plan for facilities. Can we tie these needs back into our focus areas?

Interim Study Update - Technology needs

b. Discussion and Development of Action Items

[ESUCC Legislative Action Plan](#) (2-14)

c. BlendED Incentive Funding Recommendations - Journey to Excellence Program with three levels (bronze, silver, gold) of recognition.

[NE Digital District Program](#)

LB438 (Adams) - designating five priorities schools/year. How we deal with persistently low achieving schools. Will there be funding to help these schools? Put plan in place to help all schools in needs. Dave Ludwig/Kraig Lofquist to have conversation with Senator Adams/Sullivan and Matt Blomstedt, NDE Commissioner.

LB603 - request increase in core service funds (2.5%). Review with NDE Commissioner. What are our required steps to request increase?

Meet at 10:00 at March meeting at ESU 11.

RECOMMENDED ACTION ITEMS

On a motion by Dan Shoemake and seconded by Kraig Lofquist to recommend to take forward a stance in opposition of LB 1060

Role: Yes: ESU 6, 9, 10, 16, 18, 2, 3. Nay: 0. Abstain: 0. Absent: 19.

Adjournment:

On a motion by Kraig Lofquist and seconded by Marge Beatty to adjourn meeting at 11:57.

Role: Yes: ESU 0. Nay: 0. Abstain: 0.

Next Meeting:

- Request for Core Funding Allocation and the State's Responsibility
 - Protocol for Requesting Funding

- Review of Action Plans

2013-2014 STATE BOARD OF EDUCATION MEETING DATES

December 5-6, 2013

January 6-7, 2014

January 27, 2014 (Legislative Retreat)

February 3-4, 2014: Bob Uhing

March 3-4, 2014

April 7-8, 2014 Bill Mowinkel

May 8-9, 2014: Paul Tedesco

June 5-6, 2014: Marge Beatty

July - No Meeting

August 7-8, 2014

September 4-5, 2014

October 2-3, 2014

November 6-7, 2014

December 4-5, 2014

EXHIBIT A

Section A. Leaves. The Executive Director shall be allowed 20 working days of vacation leave and 9 working days of sick leave during each contract year, exclusive of legal holidays. Vacation days are to be used in a manner and at times selected by the Executive Director provided the Executive Director makes reasonable efforts to not schedule vacations which would cause the Executive Director to not be able to attend regular scheduled meeting of the Board. Any unused vacation or sick leave may be carried over from one contract year to the next, subject to a maximum accumulation of 40 days of vacation days and 60 days of sick leave. The Executive Director shall maintain a vacation and sick leave log which shall be available to the Board for review.

Section B. Additional Salary. The Executive Director shall be provided the following additional salary as set by the local negotiation team of \$17,337 for the months of July and August 2014. The remaining 10 contract months will be paid at a rate of \$17,735. See "Additional Compensation Schedule."

Section C. Insurance and Long-Term Disability. The Executive Director must recognize the requirement for all ESUCC employees to be insured by the Blue Cross Blue Shield EHA plan or under a spouse's group insurance policy. Employees will be required to submit proof of a group insurance policy at the beginning of the contract year and must contact the business manager regarding changes in group insurance coverage within 30 days of such changes occurring. Employees will also recognize participation in a long-term disability plan.

Section D. Cell Phone Stipend. A cell phone stipend will be issued to the Executive Director on a monthly basis in the amount of \$75.

Section E. 403(b) Plan. A Christensen Brozek Faltys 403(b) plan is available to all employees on a voluntary basis.

Attachment: Additional Compensation Schedule

Additional Compensation Schedule (\$500 deduct)

2014-15

	Cash	Employee	E/C	E/S	Family
Pre-FICA Contribution	\$0	\$6,963	\$12,629	\$14,295	\$19,092
Additional salary	\$17,735	\$11,267	\$6,004	\$4,456	\$0
Total additional compensation	\$17,735	\$18,230	\$18,633	\$18,751	\$19,092

Pre-FICA Contribution is defined as any nontaxing amount of salary

Examples: insurance, 403(b), etc.

Additional Compensation Schedule (\$500 deduct)

2013-14

	Cash	Employee	E/C	E/S	Family
Pre-FICA Contribution	\$0	\$6,807	\$12,345	\$13,974	\$18,663
Additional salary	\$17,337	\$11,013	\$5,869	\$4,356	\$0
Total additional compensation	\$17,337	\$17,820	\$18,214	\$18,330	\$18,663

Pre-FICA Contribution is defined as any nontaxing amount of salary

Examples: insurance, 403(b), etc.

EXECUTIVE DIRECTOR'S APPOINTMENT BY THE EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

THE EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL hereby appoints David Ludwig as its "Executive Director." The ESUCC agrees to appoint the Executive Director and the Executive Director agrees to accept such appointment subject to the terms and conditions set forth herein.

Section 1. Employment Terms. The Executive Director shall be an employee of Educational Service Unit 17 and shall be employed pursuant to the employment agreement attached hereto as Exhibit A. This appointment shall begin on or about July 1, 2014, and shall expire on June 30, 2016.

Section 2. Renewal of Appointment. If the President of the ESUCC does not inform the Executive Director in writing on or before the 30th day of May, 2016, of the ESUCC's desire to end his appointment as the Executive Director of the ESUCC, the appointment will automatically renew for an additional two-years from and after the expiration date provided in Section 1 of this appointment. The Executive Director shall place the renewal of his appointment on the agenda of the ESUCC's regular May meeting.

Section 3. Remuneration. The ESUCC hereby sets the Executive Director's salary for the 2014-2015 contract year at \$137,331 and agrees to increase the total compensation package amount by 5.0% for the 2015-2016 contract year.

Section 4. Duties of Engagement. The Executive Director's duties shall be as prescribed by statute and by ESUCC policies, rules, regulations and directives. The Executive Director agrees to devote his full time, skill, labor and attention to his duties throughout the contract term. He shall be subject to the ESUCC's direction and shall perform such duties as the ESUCC assigns to him. He shall request permission from the Executive Committee for consulting work or other employment outside of ESUCC business.

Section 5. ESUCC and Executive Director's Responsibilities. The ESUCC shall be primarily responsible for formulating and adopting policy. The Executive Director shall be the chief administrative officer for the ESUCC and shall be responsible for implementing ESUCC policy and directives.

Section 6. Cancellation or Mid-Term Amendment. The ESUCC may cancel or amend this appointment at any time for any conduct that substantially interferes with the Executive Director's continued performance of his duties.

Section 7. Professional Development. The Executive Director is expected to continue his professional development and to participate in relevant learning experiences. With the approval of the ESUCC, he may attend appropriate professional meetings at the local, state, regional and national level, and the ESUCC will pay for valid expenses of attendance.

Section 8. Professional Dues. The ESUCC will pay the annual dues for the Executive Director's membership in the following organizations: Association of Educational Service Agencies, Nebraska Council of School Administrators and others as approved by the ESUCC.

Section 9. Professional Publications. The ESUCC may approve to pay subscriptions to professional publications upon the request of the Executive Director.

Section 10. Evaluation. The Executive Committee of ESUCC shall evaluate the Executive Director at least once per year, on or before the ESUCC's regular July monthly meeting using a written instrument which measures performance in relation to the Executive Director's job description, duties and responsibilities. The Executive Director shall provide the Executive Committee members a written evaluation form and reminder of the upcoming evaluation on or before June 1st each year.

Section 11. Legal Actions. The ESUCC will support the Executive Director if there is a legal dispute caused by his carrying out his duties properly. If a legal action is threatened or filed against the Executive Director as a result of his performance of his duties or his position as Executive Director, the ESUCC will provide him with a legal defense to the maximum extent permitted by law so long as he acted in good faith and in a manner which he reasonably believes to be in or not opposed to the best interests of the ESUCC and, with respect to any criminal action or proceeding, had no reasonable cause to believe that his conduct was unlawful.

Motion to adopt appointment of David Ludwig on the terms outlined above by _____, second by _____.

For Such Appointment: ESUs _____
Against Such Appointment: ESUs _____

The above Appointment, having been consented to by a majority of the members of the Educational Service Unit Coordinating Council, was declared passed and adopted by the Board President at a duly held and lawfully convened meeting in full compliance with the Nebraska Public Meetings Law.

Dated this _____ day of _____, 2014.

Educational Service Unit Coordinating Council

By: _____
Council President

Attest: _____

I accept the appointment as the Educational Service Unit Coordinating Council Executive Director this _____ day of March, 2014.

Dave Ludwig



EDUCATIONAL SERVICE UNIT NO. 19

4514 SOUTH 67 STREET OMAHA, NEBRASKA 68117-1088 402-596-0340 FAX: 402-596-0379

March 4, 2014

Executive Committee

Educational Service Unit Coordinating Council

Colleagues:

It is with great regret that I must resign my position as President of the ESUCC and as the Administrative representative of Educational Service Unit No. 19 as of Friday March 6, 2014.

As you know, my position at ESU No. 19 is an administrative assignment to represent the Superintendent of Schools through appointment by the Board of Education (ESU No. 19). There has been a significant realignment of administrative positions within the District. The alignment of the ESU has been moved from my assignment in General Administrative Services to the Department of Curriculum, Instruction and Assessment. A new administrator assignment of ESU No. 19 will be made by the Superintendent. That individual will also be charged to represent ESU No. 19 on the ESUCC.

Our ESUCC organization has come a very long way to become what the Nebraska Legislature had envisioned over these past six years. Your leadership as a Council has proven the organization is a viable component in the delivery of educational and support systems to our State's school districts and the children they educate. I am very proud to be able to say I was with you during this period of time. Even though I will no longer be a part of the organization, I will continue to participate in any way I can to support your initiatives and work through my new assignment at the Omaha Public Schools.

With the greatest regards,

Dennis L. Pool, Ed.D.

Administrator

ESU No. 19

Cc: Matt Blomstedt

Checking Account Summary: January 2014

	<u>Beginning Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u>
Beginning Balance:	<u>\$1,388,853.43</u>			
ESUCC Admin.	\$137,410.09	\$23.37	(\$8,979.88)	\$128,453.58
COOP	\$818,318.27	\$43,389.02	(\$1,951.60)	\$859,755.69
DEC	\$224,739.37	\$0.00	(\$1,375.52)	\$223,363.85
IMAT	\$85,499.99	\$0.00	(\$46,345.00)	\$39,154.99
MEL	(\$142,677.29)	\$0.00	(\$762.28)	(\$143,439.57)
SRS	\$129,094.82	\$0.00	(\$5,444.94)	\$123,649.88
PDO	(\$113,531.82)	\$57,640.00	(\$9,899.00)	(\$65,790.82)
ESUCC Reserve	\$250,000.00			\$250,000.00
Ending Balance:				<u>\$1,415,147.60</u>
	<u>12/31/13 Receivables</u>	<u>12/31/13 Payables</u>		
ESUCC Admin.	\$0.00	\$0.00		
COOP	(\$68,442.36)	\$0.00		
DEC	\$0.00	\$138.00		
IMAT	\$44,068.61	\$0.00		
MEL	\$1,645.00	\$0.00		
SRS	\$9,900.00	\$0.00		
PDO	\$6,905.00	\$33,400.00		
	<u>-\$5,923.75</u>	<u>\$33,538.00</u>		

Checking Account Summary: February 2014

	<u>Beginning Balance</u>	<u>Receipts</u>	<u>Disbursements</u>	<u>Ending Balance</u>
Beginning Balance:	<u>\$1,415,147.60</u>			
ESUCC Admin.	\$128,453.58	\$0.00	(\$44,477.19)	\$83,976.39
COOP	\$859,755.69	\$24,741.56	(\$40,189.38)	\$844,307.87
DEC	\$223,363.85	\$0.00	(\$29,828.49)	\$193,535.36
IMAT	\$39,154.99	\$0.00	(\$6,841.55)	\$32,313.44
MEL	(\$143,439.57)	\$0.00	(\$24,221.64)	(\$167,661.21)
SRS	\$123,649.88	\$0.00	(\$44,366.95)	\$79,282.93
PDO	(\$65,790.82)	\$3,610.00	(\$19,023.87)	(\$81,204.69)
ESUCC Reserve	\$250,000.00			\$250,000.00
Ending Balance:				<u>\$1,234,550.09</u>
	<u>12/31/13 Receivables</u>	<u>12/31/13 Payables</u>		
ESUCC Admin.	\$0.00	\$0.00		
COOP	(\$70,848.95)	\$0.00		
DEC	\$0.00	\$0.00		
IMAT	\$44,068.61	\$0.00		
MEL	\$1,645.00	\$0.00		
SRS	\$9,900.00	\$0.00		
PDO	\$3,310.00	\$33,400.00		
	<u>-\$11,925.34</u>	<u>\$33,400.00</u>		

REQUEST TO BE HEARD
EDUCATIONAL SERVICE UNIT COORDINATING COUNCIL

The Educational Service Unit Coordinating Council welcomes you to this meeting. Your opinions, suggestions, or concerns regarding matters considered at this meeting are important to us.

The Coordinating Council and its Committee's follow a written agenda (Order of Business), which is available to assist you in participating in the meeting.

Members of the public may speak **once** during a meeting in accordance with the following practice:

1. Under "Recognition of Visitors" near the beginning of the scheduled meeting ... **OR**
2. At the time an item on the Order of Business is discussed. If you request to speak at this time, you will be asked if you wish to speak before or after the Board Discusses the item ... **OR**
3. Under "Recognition of Visitors" at the end of the meeting, prior to Adjournment.

The Council President will call your name when the Council reaches the letter code and/or subject on the agenda (Order of Business) you wish to address. In an effort to hear everyone who wishes to speak, the Council respectfully asks that you limit your presentation or comments to five (5) minutes. The Secretary to the Executive Director will signal you when one minute remains and again when your time is up. We ask you to respect the time frame given so that others may also speak and to ensure the completion of Council business.

DATE _____

NAME _____ PHONE NO. _____

ADDRESS _____ E-MAIL _____

NAME OF ORGANIZATION, IF APPLICABLE _____

WHEN DO YOU WISH TO SPEAK? PLEASE MARK THE APPROPRIATE CHOICE.

1. NEAR THE BEGINNING OF THE MEETING _____
2. TO A SPECIFIC AGENDA ITEM (LETTER CODE) _____
3. AT THE END OF THE MEETING _____

SUBJECT: _____

Completed request form should be provided to the Executive Assistant of the Executive Director

REQUEST TO BE HEARD
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SUBJECT: _____

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