

Regular Meeting  
Thursday, September 7, 2017 8:30 AM Central

ESU No.10  
76 Plaza Blvd  
Kearney, NE 68845

Heimann ESU 01: Present  
DeTurk ESU 02: Present  
Schnoes ESU 03: Present  
Robke ESU 04: Absent  
McNiff ESU 05: Present  
Shoemake ESU 06: Absent  
Mowinkel ESU 08: Present  
Dr. Lofquist ESU 09: Present  
Bell ESU 10: Present  
Barnes ESU 11: Present  
West ESU 13: Present  
Calvert ESU 15: Present  
Paulman ESU 16: Present  
Erickson ESU 17: Present  
Standish ESU 18: Present  
Polk ESU 7: Present  
Connie Wickham: Present  
Present: 15, Absent: 2.

### 1. ESU Coordinating Council Information

#### 2. Call to Order

Call to order: 8:30 AM

Staff: David Ludwig, Deb Hericks, Priscilla Quintana, Scott Isaacson, Craig Peterson, Beth Kabes

Visitors: Dave Patton, Tom Rolfes, SuAnn Witt, Russ Masco, Janine Theiler

President welcome new administrators and visitors.

### 3. Roll Call

#### 4. President Report on Committee Assignments

President shared the updated committee assignments.

### 5. Election of Officers

Approve election of the officers Passed with a motion by Bell ESU 10 and a second by Barnes ESU 11.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr.

Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert

ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk  
ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

President shared the slate of officers.

#### 5.1. Passing of Gavel

President West passed gavel to Kraig Lofquist, new ESUCC Board President.

#### 6. Approval of Minutes

Motion to approve the minutes as presented Passed with a motion by Schnoes ESU 03 and a second by Calvert ESU 15.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr.

Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk ESU 7: Yea, Connie Wickham: Yea

Yea: 15, Nay: 0, Absent: 2

Minutes were approved as posted.

#### 7. ESU Share Out Topics

No share out topic for this meeting.

#### 8. Petitions and Communications to the Board

##### 8.1. State Board of Education and Nebraska Department of Education Report

###### 8.1.1. Statewide Communication Model

Russ Masco and Janine Theiler were available to discuss the communication model. How does this communication process become a two way process? How do we simplify the process? This process includes monthly talking points summary, burning questions noteworthy items, critical communications, and feedback survey responses. This process will evolve over time with everyone's feedback on the process. What our accomplishment and celebrations. What are the optimal groups that we need to share this document?

###### 8.1.2. NDE State Board Strategic Planning Process

Russ Masco and Janine Theiler were available to discuss the communication model. How does this communication process become a two way process? How do we simplify the process? This process includes monthly talking points summary, burning questions noteworthy items, critical communications, and feedback survey responses.

###### 8.1.2.1. ESSA

NDE will be submitting the ESSA Plan soon, NDE board to approve this week. The plan is currently on Governor's desk waiting for his approval.

###### 8.1.2.2. Needs Improvement Schools

Gale Hamilton, NDE was present to discuss needs improvement schools.

###### 8.1.3. CCSI Group (Collaborative for Continuous Systemic Improvement)

Gale Hamilton, NDE was present to discuss Committee for Continuous Systemic Improvement (CCSI). This group will create and build a standardized template for a plan for school improvement/simplifying the process/capacity building. There is a need to

develop a CIP for schools that will better connect each of these separate identified improvement areas. There is a need to better coordinate resources of support offered to schools from various NDE-teams and ESUs so that communication and support around school improvement are consistent, coordinated, and follow best practices. There are 87 schools across the state that are needs improvement. We will need to identify which staff developers would need to be on this committee.

## 8.2. Association of Education Service Agency's Report

AESA Call to Action in Washington DC the end of September. Annual conference will be in San Antonio the end of November.

## 8.3. E-rate Update

Tom Rolfes and SuAnn Witt were present to share the new proposal for E-rate.

ESUs 1, 2, 7, 8, 9, 10, 11, 13, 15, 16, 17 have transferred billed entity for all Layer 2 transport circuits from individual ESUs and school districts to the Office of the DEO for the FY 2018-2019 E-Rate year. They will not get involved in Category 2 or any circuits that are not contracted with the State of Nebraska. Does not include and school district (or ESU) that prefers to keep status quo. Contract "privity" prevented the State of Nebraska from effectively enforcing state RFP/contract terms and technical requirements on Providers. Using ESU and State E-rate "consultants" should reduce filing errors and provide a more enterprise approach to E-rate filing. They will pay bills in full each month which will reduce indirect costs borne by providers, which could lead to lower services costs. Transferring financial responsibility to the OCIO should tighten the relationship between circuit inventory, purchased capacity, contract terms, and RFP/contract management. They will create one Form 471 for each school district rather than one Form 471 for each discount band (e.g. 40%, 50%, 60%, etc...) They shared the timeline with the committee.

## 8.4. Learning Forward Presentation

Chad Dumas, Scott Blum and Eileen Barks were present to give an overview on Learning Forward. Executive Leadership Programs - Leadership Development (Standards of Professional Learning), Change, and Personal Practice (Setting). Intensive program of about 30 hours to complete programs (three full days, three half days and one day for wrap up.) Important for PDO as whole recognize that there are standards for our work.

# 9. Executive Reports

## 9.1. Executive Director Report

Executive Director report within the Budget Hearing.

### 9.1.1. ESUCC Meeting/Agendas

## 9.2. Executive Committee Report

Committee discussed the possibility of having Susan Ledek take us through the redesign process. All looking to possibly hold a multi state conference for our ESU Boards. Affinity groups have been really good and encourage ESU staff to join one of the groups.

### 9.2.1. Approve Home Base for Staff

Motion to approve home base for ESUCC Staff Passed with a motion by Polk ESU 7 and a second by McNiff ESU 05.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr. Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

President discussed the home base for all ESUCC staff.

#### 9.2.2. Approval of Attorney 2017-2018

Motion to approve KSB School Law as ESUCC Coordinating council Legal Representative for 2017-2018 Passed with a motion by Standish ESU 18 and a second by Schnoes ESU 03.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr. Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

President reviewed agreement with KSB School Law as attorney for 2017-2018 for ESUCC.

#### 9.2.3. Approve ESUCC Executive Director for 2017-2018

Motion to approve David Ludwig as the ESUCC Executive director for 2017-2018 Passed with a motion by Schnoes ESU 03 and a second by Mowinkel ESU 08.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr. Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

President discussed the approval as David M Ludwig as the ESUCC Executive Director for 2017-2018.

#### 9.2.4. Approve Distance Learning Director for 2017-2018

Motion to approve Beth Kabes as the Distance Education Coordinator for 2017-2018 Passed with a motion by Schnoes ESU 03 and a second by Paulman ESU 16.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr. Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

President discussed the approval of Beth Kabes as the Distance Learning Director for ESUCC for 2017-2018.

#### 10. Recess to Budget Hearing - 9:30 AM

Recessed Board meeting to Budget Hearing at 9:30 AM. Reconvened meeting at 9:54 AM

#### 11. Public Comment

There was no public comments.

## 12. Recommendations from Standing Committees and Project Reports

### 12.1. Finance, Audit, Budget Committee Committee Chair reviewed budget reports.

#### 12.1.1. Approve 2017-2018 budget

Motion to approve 2017-2018 ESUCC Budget Passed with a motion by Schnoes ESU 03 and a second by Erickson ESU 17.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr. Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

Committee Chair discussed the budget for ESUCC following budget hearing.

#### 12.1.2. Approve Claims, Financials Statements, and Assets for Month of July

Approve Claims, Financials Statements, and Assets for Month of August Passed with a motion by Schnoes ESU 03 and a second by Connie Wickham.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr. Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

Committee Chair reviewed claims, financial statements, and assets reports.

#### 12.1.3. Approval of August Expenses to be paid in August.

Recommend motion to approve August expenses to be paid in August Passed with a motion by Schnoes ESU 03 and a second by Mowinkel ESU 08.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr. Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

Committee Chair reviewed August expenses.

#### 12.1.4. Approval of ESM payment before 9/30/17

Recommend approval of ESM payment in the amount of \$33,333.33 Passed with a motion by Schnoes ESU 03 and a second by Polk ESU 7.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr. Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

Committee Chair shared the ESM payment.

#### 12.1.5. Approval of other payments prior to September 30, 2017

Recommend approval of other invoices prior to September 30, 2017 (Monterey Institute, Equal Level, AESA Dues) Passed with a motion by Schnoes ESU 03 and a second by Barnes ESU 11.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr. Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

Committee Chair reviewed other payments to be paid in September.

#### 12.2. Technology Committee

Committee Chair shared discussions in committee. Please review attached reports.

#### 12.3. Cooperative Purchasing Project

Committee Chair shared discussions in committee. Please review attached reports. Priscilla Quintana and Colleen Lentz worked over the summer to combine several data sources into one database. If you want your individual reports please email Colleen Lentz ([clentz@esucc.org](mailto:clentz@esucc.org)) or Priscilla Quintana ([pquintana@esucc.org](mailto:pquintana@esucc.org)). Discussion regarding loss of sales the past couple of years.

##### 12.3.1. Approve 2017-ESUCC-Food bid Award

Motion to approve food buy Passed with a motion by Mowinkel ESU 08 and a second by Polk ESU 7.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr. Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

The 2017-ESUCC-Food bids were unsealed on 05/19/2017 8:00 a.m. There were 25 invitations sent out for the bid with 8 vendors viewing the bid and 1 vendor that submitted a bid. Sysco was found to be a responsive bidder meeting requirements of the bid and was awarded the bid by ESUCC Cooperative Purchasing Director and staff.

##### 12.3.2. Approve contracts signed by Executive Director during May, June, and July

Approve contracts signed by Executive Director over summer Passed with a motion by Mowinkel ESU 08 and a second by Calvert ESU 15.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr. Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

#### 1. Sysco - Food Program

1. Rationale: ESUCC Executive Director signed contract with Sysco, after a favorable review by ESUCC attorney
2. Infobase - Special Buy
  1. Rationale: ESUCC Executive Director signed contract with Infobase, after a favorable review by ESUCC attorney.

#### 12.4. PD Leadership Committee

Committee Chair shared discussions in committee. Presentations from Brightbytes, NDE, Learning Forward. Important to have ESU Administrators present at PDO events.

#### 12.5. Special Populations Committee

Committee Chair shared discussions in committee. Behavior Workshop this summer was well represented. LB552 - Senator Walls - we are working to support bill. We are working with UNK on tele-therapy process. SRS report is attached for your review.

#### 12.6. Legislative Committee

Committee Chair shared discussions in committee. Jason Bromm and Joselyn Luedtke were present to discuss upcoming legislative session. This will be a short session. We will be working with Senator Walls on a short survey, to be sent out soon. Please reply and share with those who would be of interest. There is an interest in doing the Legislative luncheon again this year.

### 13. New ESU Chief Administrator

Executive Director discussed the mentoring with the new Chief Administrators. Working to pair them up with a mentor and will have some discussion points on each agenda.

#### 13.1. Budgeting Process

Discussion with working on budgets and how you serve your schools (what do you charge for and how do you use tax and federal dollars.) Rule 51, Section 11 is a good resource. Rule 84 - a list of services that need approval every year. Some Boards are not involved in budget process and others involve them.

#### 13.2. ESU Superintendent Advisory Committee

Continued discussion to help new administrators.

#### 13.3. ESU Staff Meetings/Leadership Team Meetings

Continued discussion to help new administrators.

#### 13.4. Communications with Stakeholders

Continued discussion to help new administrators.

### 14. Executive Session

No Executive Session needed.

### 15. Adjournment

Motion to adjourn meeting to adjourn at 11:42AM Passed with a motion by West ESU 13 and a second by Standish ESU 18.

Robke ESU 04: Absent, Shoemake ESU 06: Absent, Heimann ESU 01: Yea, DeTurk ESU 02: Yea, Schnoes ESU 03: Yea, McNiff ESU 05: Yea, Mowinkel ESU 08: Yea, Dr.

Lofquist ESU 09: Yea, Bell ESU 10: Yea, Barnes ESU 11: Yea, West ESU 13: Yea, Calvert

ESU 15: Yea, Paulman ESU 16: Yea, Erickson ESU 17: Yea, Standish ESU 18: Yea, Polk  
ESU 7: Yea, Connie Wickham: Yea  
Yea: 15, Nay: 0, Absent: 2

Motion to adjourn meeting at 11:42 AM.