



Regular Board of Directors Meeting

Monday, September 13, 2021 at 5:30 PM

Educational Service Unit 7, Oak Room  
2657 44th Avenue  
Columbus, NE 68601-8537

1. Call the Meeting to Order  
**Speaker(s):** Board President or Designee  
**Rationale:**

**LEADERSHIP • SERVICE • SUPPORT**

Notice of this meeting was given in advance according to State Law 84-1411, by giving notice of the meeting to the public on ESU 7 website [www.esu7.org](http://www.esu7.org) and posted at location of meeting. Notice of this meeting was also given in advance to all members of the Board of Education of Educational Service Unit 7. Availability of the agenda and purpose of the hearing was communicated in the advance notice of the meeting and in the notice to the members of this hearing. All proceedings of the Board of Education of Educational Service Unit 7 were taken while the convened hearing was open to the attendance of the public.

1. Notification of Open Meetings Law  
**Speaker(s):** Board President or Designee  
**Rationale:**  
This meeting has been preceded by reasonable advance notice and is hereby declared to be in open session. A copy of the Open Meetings Act is posted in the meeting room.
2. Roll Call  
**Speaker(s):** Board President or Designee
3. Absent Board Members  
**Speaker(s):** Board President or Designee

**Rationale:**

Board Member Marni Danhauer will be absent due to personal reasons.  
Board Member Richard Luebbe may be absent due to personal reasons.

**Recommendation:** Discuss, consider and take action to approve the Board member absences.

**Recommended Motion(s):**

Approval of Board Member absences as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

4. Pledge of Allegiance

**Speaker(s):** Board President or Designee

2. Approval of Agenda

**Speaker(s):** Board President or Designee

**Rationale:**

The sequence of agenda topics is subject to change at the discretion of the Board.

**Recommendation:** Discuss, consider and take any necessary action to approve agenda as presented.

**Recommended Motion(s):**

Agenda as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

3. Welcome Visitors

**Speaker(s):** Board President or Designee

4. Public Comment

**Speaker(s):** Board President or Designee

**Rationale:** The Board has the discretion to limit the amount of time set aside for public participation.

Citizens wishing to address the Board on a certain agenda item must complete the Request to be Heard Document prior to the start of the board meeting. Citizens wishing to present petitions to the Board may do so at this time. However, the Board will only receive the petitions and not act upon them or their contents.

5. 2021-2022 Resolution for Tax Asking and Final Levy

**Speaker(s):** Board President or Designee

**Rationale:** Now be it therefore resolved that the Board of ESU 7 has a tax request of \$2,664,964.08 for the 2021-2022 fiscal year and the final levy of the Board of ESU 7 should be, and hereby is set at .015 for the 2021-2022 fiscal year.

**Recommendation:** Discuss, consider and take any necessary action to approve the 2021-2022 Tax Asking and Final Levy Resolution as presented.

**Recommended Motion(s):**

Discuss, consider and take any necessary action to approve the 2021-2022 Tax Asking and Final Levy Resolution as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

6. Adoption of the 2021-2022 Budget

**Speaker(s):** Board President or Designee

**Rationale:** Discuss, consider and take any action necessary to approve the 2021-2022 Budget as presented.

**Recommended Motion(s):**

Discuss, consider and take any action necessary to approve the 2021-2022 Budget as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

7. Consent Agenda

**Speaker(s):** Board President or Designee

**Rationale:**

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

If any Board member wishes to discuss an item, it must be removed from the consent agenda at which time the remaining items will be acted upon.

Consent Agenda Includes:

- Minutes from the previous meeting(s)
- Presentation of the Bills
- Policies with no recommended changes
- Other Routine Agenda Items

**Recommendation:** Discuss, consider and take any action necessary to approve the consent agenda as presented.

**Recommended Motion(s):**

Consent agenda as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

1. Minutes

**Speaker(s):** Board President or Designee

**Rationale:**

**This is a consent item.**

2. Article I, Section 1, A ESU Name

**Speaker(s):** Board President or Designee

**Rationale: This is a consent item.**

3. Article I, Section 1, C Statutory Role

**Speaker(s):** Board President or Designee

**Rationale: This is a consent item.**

4. Article I, Section 1, D Principle Office

**Speaker(s):** Board President or Designee

**Rationale: This is a consent item.**

5. Article I, Section 2, A Board's Name and Role

**Speaker(s):** Board President or Designee

**Rationale: This is a consent item.**

6. Article I, Section 3, C Role of Individual Board Members

**Speaker(s):** Board President or Designee

**Rationale: This is a consent item.**

7. Article III, Section 5, I Credit Card Purchasing Program

**Speaker(s):** Board President or Designee

**Rationale: This is a consent item.**

8. Presentation of Bills #72890 through #73058 totaling \$984,830.35

**Speaker(s):** Board President or Designee

**Rationale:**

The summary of bills for the current month total:\$984,830.35 - Bills #72890 through #73058

Inservice bills total: \$0

	Amount	Vendor	Description
72908	\$10,898.14	CCS Presentation Systems	Technology Equipment for school flow throughs
72914	\$7,863.74	Clarkson Public Schools	Title I and IIA Reimbursement
72923	\$6,500.00	David Lorden	Title II Consultant
72926	\$24,002.00	East Butler Public Schools	Title I and IIA Reimbursement
72947	\$19,535.00	Imagine Learning	Migrant/Title III Literacy Software
72968	\$6,400.00	Marzano Resources, LLC	Title II Consultant
72972	\$45,708.00	NASB Alicap	Workers Comp/Property/Liability Insurance
72991	\$7,628.69	Schuyler Comm. School	Instructional Coach flow through
72995	\$68,141.60	Shelby-Rising City Public School	Title I and IIA Reimbursement
72997	\$38,416.97	St. Edward Public School	Summer Transition and IIA Reimbursement
72999	\$5,189.80	State of NE - Department of Admin	Network Services charges

**This is a consent item.**

8. Treasurer's Report

**Speaker(s):** Board President or Designee

**Rationale:** Review the breakdown of the Treasurer's Report.

**Recommended Motion(s):**

Discuss, consider and take any action necessary to approve the Treasurer's Report as presented. Passed with a motion by Board Member #1 and a second by Board Member #2.

9. Spotlight - Licensed Mental Health Practitioners

**Speaker(s):** Board President or Designee

**Rationale:** The Licensed Mental Health Practitioners will present the Spotlight presentation to the Board.

10. Reading of Article I, Section 1, B Vision, Mission, Beliefs

**Speaker(s):** Board President or Designee

**Rationale:**

**Article I, Section 1, B Vision, Mission, Beliefs**

~~1. The mission of ESU 7 is to provide leadership and services supporting the improvement of teaching and learning.~~

~~2. Educational Service Unit 7 Believes:~~

~~We walk behind schools to keep them moving, beside them to help them stay focused and on track, and far enough in front to not only see where they are going, but anticipate their needs.~~

~~1. We believe...all public school districts are a vital part of service planning.~~

~~2. We believe...in offering effective and efficient services to public schools.~~

~~3. We believe...in leading with trust and reliability.~~

~~4. We believe...in hiring high quality and diverse staff.~~

~~5. We believe...in collaboration between NDE, ESU 7 and districts to benefit all stakeholders.~~

~~6. We believe...in focusing on student and family learning to create productive citizens and adults.~~

~~7. We believe...in innovation.~~

~~Vision~~

~~To be a leader in innovative service delivery, ESU 7 prioritizes three areas: people, services, and efficiency.~~

- ~~• People: To be a family centered place to work where people are inspired to continue to grow.~~
- ~~• Services: Provide innovative services for school districts to meet current and anticipate future needs.~~
- ~~• Efficiency: Maximize our services by scaling them up to optimize outcomes.~~

~~Mission~~

~~The mission of ESU 7 is to provide leadership and support by delivering customized and innovative services.~~

~~Beliefs~~

~~We believe in...~~

- ~~• People first~~
- ~~• Leading with trust and reliability~~
- ~~• Customized and innovative services~~
- ~~• Best practice expertise~~
- ~~• Intentional data driven service planning~~
- ~~• Authentic collaboration~~
- ~~• Maximizing efficiencies~~

**Recommendation:** Discuss, consider and take all necessary action to approve Article I, Section 1, B Vision, Mission, Beliefs as presented.

**Recommended Motion(s):**

Discuss, consider and take all necessary action to approve Article I, Section 1, B Vision, Mission, Beliefs as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

11. Representation at NESUBA and State Education Conference Delegate Assembly

**Speaker(s):** Board President or Designee

**Rationale:** Selection of one Board Member to represent ESU 7 at the Delegate Assembly November 19, 2021 at 8:00am.

Selection of two Board Members to represent ESU 7 at the Annual NESUBA business meeting.

12. Credit Card Purchasing Program

**Speaker(s):** Administrator or Designee

**Rationale:** Per Article III, Section 5, I Credit Card Purchasing Program, the names of the employees who are assigned an ESU 7 purchasing card will be submitted to the Board for review and approval.

Approved Employees:

- Larianne Polk
- Dan Ellsworth
- Marci Ostmeyer
- Cynthia Alarcon
- Brooke Kavan
- Brooke Koliha
- Kendra Gustafson
- Laura Plas
- Mark Brady
- Otis Pierce
- Mindy Reed
- Linda Shefcyk
- Liz Lawrence
- Tami Clay
- Megan Kassing
- Angie Arndt
- Angel Mayberry
- Abby Pfister

**Recommendation:** Discuss, consider and take action to approve the list of approved employees who are assigned an ESU 7 purchasing card as presented.

**Recommended Motion(s):**

Discuss, consider and take action to approve the employees who are assigned an ESU 7 purchasing card as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

13. Administrator's Report General

**Speaker(s):** Administrator or Designee

**Rationale:**

- Goals - Attached for your Review
- ESUCC Update
- Board Election Information
- Upcoming Events
- Board & Administrator - September 2021
- NASB Awards of Achievement
- October Work Session - Administrator Polk would like to have a work session October 18, 2021 to write goals with the Board. The work session will start at 5:45pm. The October Board Meeting will start at 6:30pm.

**Recommended Motion(s):**

Discuss, consider and take action to approve the Work Session at 5:45pm on October 18, 2021 with the Board Meeting starting at 6:30pm Passed with a motion by Board Member #1 and a second by Board Member #2.

1. Services Update

**Speaker(s):** Administrator or Designee

**Rationale:** Items inside this item include visit updates, quarterly report, director reports, etc.

- Quarterly Update
- SIMPL Update

2. Facilities Update

**Speaker(s):** Administrator or Designee

**Rationale:** The Administrator will provide a facilities update during this item.

- Sidewalks
- The Oak/Maple AV project has been modified to include additional microphones. Director Ellsworth recommends the additional microphones to ensure better quality and tracking. These microphones will cost an additional \$10,967.62.

**Recommended Motion(s):**

Discuss, consider and take any action necessary to approve the additional microphone costs of \$10,967.62 as discussed Passed with a motion by Board Member #1 and a second by Board Member #2.

3. Personnel

**Rationale:** New Hire: Macy Bakenhus, Paraprofessional.

4. Legislative Update

**Speaker(s):** Administrator or Designee

**Rationale:** During this item, the Administrator will provide a Legislative Update to members of the Board.

- Administrator Polk is attending Educator's Call to Action September 15-17, 2021
- Monday, Sept. 13 - Thursday, Sept. 30 -- Tentative dates for special legislative session regarding redistricting.
- Friday, Oct. 29 -- The Nebraska Economic Forecasting Advisory Board meets. 1 p.m. State Capitol, Room TBA. Lincoln.

#### 14. Committee Reports

**Speaker(s):** Committee Chair

##### 1. Budget Committee Report

**Speaker(s):** Budget Committee Chair

**Rationale:** Reports of Budget Committee activities and discussion will take place during this item.

##### 2. Negotiations Committee Report

**Speaker(s):** Negotiations Committee Chair

**Rationale:** Reports of activities and discussions from the Negotiations Committee will take place during this item.

##### 3. Administrator Evaluation Committee Report

**Speaker(s):** Administrator Evaluation Committee Chair

**Rationale:** A report of activities from the Administrator Evaluation Committee will be given during this item. Administrator Evaluation Committee: Dawn Lindsley, Donald Ellison, Marni Danhauer, and Joyce Baumert.

Evaluation Timeline:

- **August:** Evaluation Committee to meet in September to go through comments and create a summary. Larianne will meet with the Evaluation Committee chair.

- **September:** Full Board is provided a copy of the Administrator Evaluation

- **October:** Administrator sends digital evaluation and evaluation resources to the Evaluation Committee Chair in the first week of October. The chair then forwards on to full Board for completion by October Board Meeting. Administrator completes Evaluation Tool as self-assessment and sends to Evaluation Committee on or before October 31.

- **November:** Committee Chair will send the completed Administrator self-assessment to full Board after November 1. Evaluation Committee compiles results of full Board completed evaluations prior to the November Board Meeting.

- **December:** Evaluation Committee meets prior to December Board Meeting to review with Administrator the results of evaluation. Report to full Board in December Board Meeting following Closed Session requirements with Administrator present.

- **January:** Confirm Evaluation Committee members. Administrator provides Evaluation Committee with goals and shares with Board at January Board Meeting.

15. Conference Report

**Speaker(s):** Conference Attendees

**Rationale:** Conference Attendees will report on their learnings.

- Area Membership Meetings

16. Adjournment

**Speaker(s):** Board President or Designee

Created by: Mindy Reed, Secretary to the ESU 7 Board of Directors

# Open Meetings Act

## **Neb. Rev. Stat. § 84-1407. Act, how cited.**

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

## **Neb. Rev. Stat. § 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.

## **Neb. Rev. Stat. § 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; and

(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) Virtual conferencing means conducting or participating in a meeting electronically or telephonically with interaction among the participants subject to subsection (2) of section 84-1412.

## **Neb. Rev. Stat. § 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.

**Neb. Rev. Stat. § 84-1411. Meetings of public body; notice; method; contents; when available; right to modify; duties concerning notice; virtual meetings authorized; emergency meeting without notice; appearance before public body.**

(1)(a) Each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public.

(b)(i) Except as provided in subdivision (1)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committee, such notice shall be published in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's web site.

(ii) In the case of the governing body of a city of the second class or village or such body's advisory committee, such notice shall be published by:

(A) Publication in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's web site; or

(B) Posting written notice in three conspicuous public places in such city or village. Such notice shall be posted in the same three places for each meeting.

(iii) In the case of a public body not described in subdivision (1)(b)(i) or (ii) of this section, such notice shall be given by a method designated by the public body.

(c) In addition to a method of notice required by subdivision (1)(b)(i) or (ii) of this section, such notice may also be provided by any other appropriate method designated by such public body or such advisory committee.

(d) Each public body shall record the methods and dates of such notice in its minutes.

(e) 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 (i) twenty-four hours before the scheduled commencement of the meeting or (ii) forty-eight 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) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (2)(b) of this section are met:

(i) A state agency, state board, state commission, state council, or state committee, or an advisory committee of any such state entity;

(ii) An organization, including the governing body, created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act;

(iii) The governing body of a public power district having a chartered territory of more than one county in this state;

(iv) The governing body of a public power and irrigation district having a chartered territory of more than one county in this state;

(v) An educational service unit;

(vi) The Educational Service Unit Coordinating Council;

(vii) An organization, including the governing body, of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act;

(viii) A community college board of governors;

(ix) The Nebraska Brand Committee;

(x) A local public health department;

(xi) A metropolitan utilities district;

(xii) A regional metropolitan transit authority;

(xiii) A natural resources district; and

(xiv) The Judicial Resources Commission.

(b) The requirements for holding a meeting by means of virtual conferencing are as follows:

(i) Reasonable advance publicized notice is given as provided in subsection (1) of this section, including providing access to a dial-in number or link to the virtual conference;

(ii) In addition to the public's right to participate by virtual conferencing, reasonable arrangements are made to accommodate the public's right to attend at a physical site and participate as provided in section 84-1412, including reasonable seating, in at least one designated site in a building open to the public and identified in the notice, with: At least one member of the entity holding such meeting, or his or her designee, present at each site; a recording of the hearing by audio or visual recording devices; and a reasonable opportunity for input, such as public comment or questions, is provided to at least the same extent as

would be provided if virtual conferencing was not used;

(iii) At least one copy of all documents being considered at the meeting is available at any physical site open to the public where individuals may attend the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act; and

(iv) Except as otherwise provided in this subdivision or subsection (4) of section 79-2204, no more than one-half of the meetings of the state entities, advisory committees, boards, councils, organizations, or governing bodies are held by virtual conferencing in a calendar year. In the case of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis or an organization created under the Municipal Cooperative Financing Act, the organization may hold more than one-half of its meetings by virtual conferencing if such organization holds at least one meeting each calendar year that is not by virtual conferencing. The 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 virtual conferencing if the governing body's quarterly meetings are not held by virtual conferencing.

(3) Virtual conferencing, 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 virtual conferencing. 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 to appear before the public body by means of virtual conferencing.

(7)(a) Notwithstanding subsections (2) and (5) of this section, if an emergency is declared by the Governor pursuant to the Emergency Management Act as defined in section 81-829.39, a public body the territorial jurisdiction of which is included in the emergency declaration, in whole or in part, may hold a meeting by virtual conferencing during such emergency if the public body gives reasonable advance publicized notice as described in subsection (1) of this section. The notice shall include information regarding access for the public and news media. In addition to any formal action taken pertaining to the emergency, the public body may hold such meeting for the purpose of briefing, discussion of public business, formation of tentative policy, or the taking of any action by the public body.

(b) The public body shall provide access by providing a dial-in  
Open Meetings Act

number or a link to the virtual conference. The public body shall also provide links to an electronic copy of the agenda, all documents being considered at the meeting, and the current version of the Open Meetings Act. Reasonable arrangements shall be made to accommodate the public's right to hear and speak at the meeting and record the meeting. Subsection (4) of this section shall be complied with in conducting such meetings.

(c) The nature of the emergency shall be stated in the minutes. Complete minutes of such meeting specifying the nature of the emergency and any formal action taken at the meeting shall be made available for inspection as provided in subsections (5) and (6) of section 84-1413.

**Neb. Rev. Stat. § 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, a 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, including meetings held by virtual conferencing. 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 shall require any member of the public desiring to address the body to identify himself or herself, including an address and the name of any organization represented by such person unless the address requirement is waived to protect the security of the individual.

(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 virtual conferencing available at an in-state location to members, the public, or the press, if requested twenty-four hours in advance;

(d) No more than twenty-five percent 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; and

(f) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

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

(8) Public bodies shall make available at the meeting or the in-state location for virtual conferencing as required by subdivision (6)(c) of this section, 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, either in paper or electronic form. 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.

**Neb. Rev. Stat. § 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 public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public 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, except as provided in subsection (6) of this section, 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.

(6) Minutes of the meetings of the board of a school district or educational service unit may be kept as an electronic record.

(7) Beginning July 31, 2022, the governing body of a natural resources district, the city council of a city of the metropolitan class, the city council of a city of the primary class, the city council of a city of the first class, the county board of a county with a population greater than twenty-five thousand inhabitants, and the school board of a school district shall make available on such entity's public web site the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the web site at least twenty-four hours before the meeting of

the governing body. Minutes shall be placed on the web site at such time as the minutes are available for inspection as provided in subsection (5) of this section. This information shall be available on the public web site for at least six months.

**Neb. Rev. Stat. § 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 one hundred twenty 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 one hundred twenty 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.

**Neb. Rev. Stat. § 84-1415. Open Meetings Act; requirements; waiver; validity of action.**

No motion, resolution, rule, regulation, ordinance, or formal action made, adopted, passed, or taken at a meeting as defined in section 84-1409 of a public body as defined in such section shall be invalidated because such motion, resolution, rule, regulation, ordinance, or formal action was made, adopted, passed, or taken at a meeting or meetings on or after March 17, 2020, and on or before April 30, 2021, pursuant to a Governor's Executive Order which waived certain requirements of the Open Meetings Act.

**RESOLUTION SETTING THE FINAL LEVY OF  
EDUCATIONAL SERVICE UNIT 7**

WHEREAS, public notice was given at least five days in advance of a special public hearing called for the purpose of determining final levy of Educational Service Unit 7 (ESU 7) for the 2021-2022 fiscal year; and whereas such special public hearing was held before the Board at the time, date and place announced in the notice published in a newspaper of general circulation, a copy of which notice and proof of publication of which is attached hereto as Exhibit A, all as required by law;

and WHEREAS, the Board provided an opportunity to receive comment, information and evidence from persons in attendance at such special hearing;

and WHEREAS, the Board, after having reviewed the preliminary tax rate certified by the County Clerk in each county in which taxable property is situated and which is subject to taxes levied by ESU 7;

and WHEREAS, the Board of Education of Educational Service Unit 7, after public consideration of the matter has determined that a final tax levy in an amount different from the preliminary property tax rate certified by each such County Clerk as is herein above referred to, is necessary in order to carry out the functions of ESU 7 as determined by its Board for the 2021-2022 school year;

Now be it therefore resolved that the Board of ESU 7 has a tax request of \$2,664,964.08 for the 2021-2022 fiscal year and the final levy of the Board of ESU 7 should be, and hereby is set at .015 for the 2021-2022 fiscal year.

It is so moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ this 13 day of September, 2021.

Roll call vote as follows:

<u>Jack Young</u>	YES	NO	ABSENT
<u>Richard Luebbe</u>	YES	NO	ABSENT
<u>Marni Danhauer</u>	YES	NO	ABSENT
<u>Joyce Baumert</u>	YES	NO	ABSENT
<u>Jennifer Miller</u>	YES	NO	ABSENT
<u>Dan Hoesly</u>	YES	NO	ABSENT
<u>Richard Stephens</u>	YES	NO	ABSENT
<u>Doug Pauley</u>	YES	NO	ABSENT
<u>Gary Wieseler</u>	YES	NO	ABSENT
<u>Don Ellison</u>	YES	NO	ABSENT
<u>Dawn Lindsley</u>	YES	NO	ABSENT
<u>Bob Arp</u>	YES	NO	ABSENT

The undersigned herewith certifies as Secretary of the Board of ESU 7 that the above resolution was duly adopted by a majority of said Board at a duly constituted public meeting of said Board.

\_\_\_\_\_  
Secretary of the Board

**Expenditures-Revenue Budget 2021-2022**

Code	Program Function	2020-2021 2-Budgeted Expenditure	2021-2022 2-Budgeted Expenditure	1-Contract (Districts)	1-Current Year Property Taxes, General fund	Dollars pulled from Cash Reserve/On Hand	1-State Funds	1- Federal Funds	1-Flow Through	1-Actual Balance Carry Over	1-Sped C/O, 2327	Balance
1200.1200	Program Supervision	71,074.00	72,255.00	36,655.00			0.00		35,600.00			0.00
1200.3000	Para Professional	211,092.09	98,899.00	98,899.00								0.00
1200.46	Braille	0.00	46,543.00	46,543.00								0.00
1296	Early Childhood	1,117,825.75	724,465.00	724,465.00								0.00
1200.3400	Cen7ter	618,502.00	530,026.00	530,026.00								0.00
1200.4400	Learning Academy	523,946.60	569,667.00	569,667.00								0.00
1200	Administrative Outreach	98,094.43	122,890.00				122,890.00					0.00
1200.5500	Transition	87,441.00	91,189.00	91,189.00								0.00
2151.3600	Deaf Education	109,062.88	101,571.00	101,571.00								0.00
1200.3700	Resource Coach	121,495.08	144,835.00	144,835.00								0.00
1200.3800	Behavior Analyst	65,240.53	42,548.00	42,548.00								0.00
1200.4000	Mandt	26,681.03	26,682.00	26,682.00								0.00
2181.4100	O&M	61,598.92	62,055.00	62,055.00								0.00
2141.4200	LMHP	118,945.48	287,479.00	287,479.00								0.00
2141	Psychology	539,892.81	568,897.00	568,897.00								0.00
2151	Speech	808,943.65	1,135,109.00	1,134,609.00					500.00			0.00
2181	Vision	137,892.06	178,477.00	178,477.00								0.00
2213	Professional Development	927,107.50	1,076,051.01		885,617.26				190,433.75			0.00
2290	Regular Instruction - Media	128,359.89	130,940.70		50,330.67				80,610.03			0.00
2310	Board	103,496.52	65,299.49		60,401.00				4,898.49			0.00
2320	Administration	553,834.44	503,124.90		410,554.72				92,570.17			0.00
2330	Legal Services	7,159.00	8,100.00		8,100.00				0.00			0.00
2510	Business	182,990.82	222,665.88		171,562.48				51,103.40			0.00
2570	HR	0.00	38,911.78		33,911.78				5,000.00			0.00
2530	Printing/Art Media	514,061.41	517,302.74		229,462.74	60,890.00			226,950.00			0.00
2580	Technology	1,350,422.18	1,995,504.32	561,045.91	661,369.61	291,000.00			482,088.80			0.00
2610	Operation of Buildings	215,020.00	255,563.42		83,163.42	172,400.00			0.00			0.00
2620	Maintenance of Buildings	41,775.47	36,382.87	6,556.47	29,826.40							0.00
2630	Grounds	13,175.00	12,475.00		12,475.00							0.00
2650	Vehicle Replacement	49,775.28	74,775.28		13,000.00	57,000.00			4,775.28			0.00
2660	Security	4,930.00	5,330.00		5,330.00				0.00			0.00
2670	Safety	2,500.00	3,859.00		3,859.00				0.00			0.00
4700	Building Improvement	1,536,459.00	1,562,459.00		6,000.00	\$1,556,459.00			0.00			0.00
3599	Other State	10,000.00	10,000.00				10,000.00					0.00
4399	Other Federal	340,716.00	350,000.00					350,000.00				0.00
6418.21	PEak	65,047.00	65,047.00					65,047.00				0.00
6417.21.418	Regional Transition	68,700.00	68,700.00					\$68,700.00				0.00
6417.20.418	Regional Transition C.O.	3,192.98	0.00					\$0.00				0.00
6415.20.421	Autism Grant C.O.	18,324.50	5,216.06					\$5,216.06				0.00
6415.21.421	Autism Grant	146,399.00	246,399.00					240,399.00	6,000.00			0.00
6417.21.427	ENTC	7,000.00	9,000.00					\$9,000.00				0.00
6415.21.430	Anticipated Grant	25,000.00	125,000.00					125,000.00				0.00
6417.21.432	Transition Summer Grant	21,830.09	47,939.76					47,939.76				0.00
6417.20.432	Transition Summer Grant C.O.	19,386.77	17,204.78					17,204.78				0.00
6990.20	PBIS	6,000.00	6,000.00					6,000.00				0.00
6200	Title IA Regular/Administrative	674,954.00	185,436.31					185,436.31				0.00
6310	Title IIA Teacher Quality	196,514.00	289,382.45					289,382.45				0.00
6400.20	R4BHSP	1,500.00	1,500.00					1,500.00				0.00
6415.21.490	Early Learning Connections C.O	134,974.29	137,251.19					131,251.19	6,000.00			0.00
6415.22.490	Early Learning Connections	24,772.45	26,625.00					26,625.00				0.00
6416.20.416	Planning Region Grant C.O.	10,962.32	3,920.02					\$3,920.02				0.00
6416.21.416	Planning Region Grant	21,500.00	21,500.00					\$21,500.00				0.00
6700.21	Carl Perkins Vocational Grant	68,536.00	72,165.00					71,243.55	921.45			0.00





## **Regular Board of Directors Meeting**

Educational Service Unit 7, Oak Room  
2657 44th Avenue  
Columbus, NE 68601-8537  
Monday, August 16, 2021 at 5:30 PM  
Posted Locations:

- Columbus Telegram Newspaper
- Columbus Telegram Website
- ESU 7 North Building Front Door

Posted Date: 08/09/2021

Attendance Taken at 5:29 PM.

Bob Arp: Present  
Joyce Baumert: Present  
Marni Danhauer: Present  
Donald Ellison: Present  
Dan Hoesly: Present  
Dawn Lindsley: Present  
Richard Luebbe: Present  
Jennifer Miller: Absent  
Doug Pauley: Present  
Richard Stephens: Present  
Gary Wieseler: Present  
Jack Young: Present

Present: 11, Absent: 1.

### 1. **Call the Meeting to Order**

**LEADERSHIP • SERVICE • SUPPORT**

Notice of this meeting was given in advance according to State Law 84-1411, by giving notice of the meeting to the public on ESU 7 website www.esu7.org and posted at location of meeting. Notice of this meeting was also given in advance to all members of the Board of Education of Educational Service Unit 7. Availability of the agenda and purpose of the hearing was communicated in the advance notice of the meeting and in the notice to the members of this hearing. All proceedings of the Board of Education of Educational Service Unit 7 were taken while the convened hearing was open to the attendance of the public.

Roll call was taken at 5:30pm  
Board President conducted the meeting.

Staff present:

Larianne Polk, Administrator

Linda Shefcyk, Business Manager

Mindy Reed, Secretary to the Board of Directors

Marci Ostmeyer, Professional Development Director

Dan Ellsworth, Network Operations Director

1.1. Notification of Open Meetings Law

This meeting has been preceded by reasonable advance notice and is hereby declared to be in open session. A copy of the Open Meetings Act is posted in the meeting room.

1.2. Roll Call

1.3. Absent Board Members

**Recommendation:** Discuss, consider and take action to approve the Board member absences.

Approval of Board Member absences as presented Passed with a motion by Jack Young and a second by Dan Hoesly.

Jennifer Miller: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Donald Ellison: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

Board Secretary Jen Miller was absent for personal reasons.

1.4. Pledge of Allegiance

All members present participated in the Pledge of Allegiance.

2. Approval of Agenda

The sequence of agenda topics is subject to change at the discretion of the Board.

**Recommendation:** Discuss, consider and take any necessary action to approve agenda as presented.

Agenda as presented Passed with a motion by Dawn Lindsley and a second by Joyce Baumert.

Jennifer Miller: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Donald Ellison: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

3. Welcome Visitors

No visitors present.

Request to Be Heard document was changed to reflect the changes in the Open Meeting Act.

4. Public Comment

The Board has the discretion to limit the amount of time set aside for public participation.

Citizens wishing to address the Board on a certain agenda item must complete the Request to be Heard Document prior to the start of the board meeting. Citizens wishing to present petitions to the Board may do so at this time. However, the Board will only receive the petitions and not act upon them or their contents.

No public comments provided.

5. **Consent Agenda**

Unless removed from the consent agenda, items identified within the consent agenda will be acted on at one time.

If any Board member wishes to discuss an item, it must be removed from the consent agenda at which time the remaining items will be acted upon.

Consent Agenda Includes:

- Minutes from the previous meeting(s)
- Presentation of the Bills
- Policies with no recommended changes
- Annual Personnel Contract Renewals
- Other Routine Agenda Items

**Recommendation:** Discuss, consider and take any action necessary to approve the consent agenda as presented.

Consent agenda as presented Passed with a motion by Bob Arp and a second by Jack Young.

Jennifer Miller: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Donald Ellison: Yea  
Dan Hoesly: Yea  
Dawn Lindsley: Yea  
Richard Luebbe: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

5.1. Minutes

**This is a consent item.**

5.2. July 2021 - Presentation of Bills #72646 through #72768 totaling \$860,223.66

The summary of bills for the month of July total:\$860,223.66 - Bills #72646 through #72768

Inservice bills total: \$0

	Amount	Vendor	Description
72646	\$20,599.00	Ernst Auto	2021 Toyota Corolla
72648	\$8,106.15	Amazon	Migrant/Tech/SPED/Grants supplies

72652	\$22,393.45	Capital One	Tech/SPED/Grants supplies
72657	\$18,185.75	CDW-G	Technology Equipment for school flow throughs
72659	\$12,050.20	Central NE Rehab Services	Early Childhood/Speech contracted services
72668	\$10,178.00	Daktech Computers	Technology Equipment for school flow throughs
72669	\$10,020.50	Eakes Office Solutions	Copier Maintenance/Furniture
72671	\$5,000.00	East Butler Public Schools	Perkins Reimbursement
72694	\$17,684.00	Kagan Professional Development	Title IIA Consultant
72697	\$6,748.75	Kiddie Cab	Migrant student transportation
72717	\$22,123.84	OfficeNet	Meeting room chairs/break room table and chairs
72730	\$9,000.00	Schuyler Comm. Schools	PEAK MTSS Reimbursement
72742	\$6,458.06	Toni Prickett	Title IIA Consultant
72749	\$5,399.98	Wakefield Public Schools	Title III Reimbursement

**This is a consent item.**

5.3. August 2021 - Presentation of Bills #72770 through #72889 totaling \$1,087,249.25

The summary of bills for the current month total:\$1,087,249.25 - Bills #72770 through #72889

Inservice bills total: \$15.00

	Amount	Vendor	Description
72774	\$25,087.00	Amazon	Migrant/Tech/SPED/Grants supplies
72778	\$15,299.31	Applied Connective Technologies	Learning Academy security door readers
72780	\$32,230.03	Boone Central Schools	Title I/Peak Reimbursement
72782	\$17,731.76	Capital One	Tech/SPED/Grants travel and supplies
72784	\$16,484.56	CCS Presentation Systems	Technology Equipment for school flow throughs
72791	\$11,830.00	Computer Hardware	Technology Equipment for school flow throughs
72793	\$8,705.00	Cross Co. School	Title I and IIA Reimbursement
72805	\$17,973.15	ESU 2	NNNC 3rd & 4th Quarter
72806	\$9,476.11	ESUCC	Master Service Agreement Payment
72812	\$10,548.61	High Plains Comm. Schools	Title I and IIA Reimbursement
72814	\$22,820.63	Howells-Dodge School	Title I/Peak Reimbursement
72815	\$27,999.48	Humphrey Public School	Title I and IIA Reimbursement

72824	\$6,735.90	Lakeview Community School	Perkins, Title II & III Reimbursement
72827	\$21,557.93	Leigh Community School	Title I/Peak Reimbursement
72829	\$27,054.00	M&O Door Products	North building front and rear storefront doors
72836	\$6,500.00	New Frontier 21, LLC	Title IIA Consultant
72843	\$40,734.50	Palmer Public School	Title I/Peak Reimbursement
72855	\$10,500.00	Susan Presler	Title IIA Consultant
72856	\$56,637.82	Twin River Public School	Title I Reimbursement
72886	\$31,140.34	Eakes Office Solutions	Copier Maintenance agreements
72887	\$36,105.00	Eakes Office Solutions	Meeting room tables

**This is a consent item.**

- 5.4. Disposal of Inventory  
**This is a consent item.**

- 5.5. 2021-2022 Mileage Reimbursement Rate

**Article III, Section 4, D Coffee Act Policy (Reimbursable Expenses)**

The ESU Master Negotiated Agreement stipulates all employees covered by the agreement shall receive mileage compensation at the IRS approved reimbursable rate. Currently, all of our employees are compensated at the rate of \$.56, no change from formal approval in January 2021.

**This is a consent item.**

- 5.6. 2021-2022 Nebraska Rural Community Schools Association (NRCSA) Dues

The Nebraska Rural Community Schools Association is a non-profit organization dedicated to serving the needs of rural schools and communities. Since 1981, NRCSA has been committed to protecting the well-being of public education and implementing its mission of providing quality education for all children.

NRCSA is an Association consisting of 195 school districts and ESU's in Nebraska working together to support and promote quality educational programs for students in rural Nebraska. Through its members NRCSA serves the interests of over 75,000 children in 88 counties and 24 legislative districts.

**This is a consent item.**

- 5.7. 2021-2022 Contract for Abby Pfister, Grant Coordinator  
**This is a consent item.**

- 5.8. 2021-2022 Contract for Brooke Kavan, Professional Development Coordinator  
**This is a consent item.**
- 5.9. 2021-2022 Contract for Brooke Koliha, Professional Development Coordinator  
**This is a consent item.**
- 5.10. 2021-2022 Contract for Cynthia Alarcon, Grant Coordinator  
**This is a consent item.**
- 5.11. 2021-2022 Contract for Dan Ellsworth, Network Operations Director  
**This is a consent item.**
- 5.12. 2021-2022 Contract for Laura Plas, Professional Development Coordinator  
**This is a consent item.**
- 5.13. 2021-2022 Contract for Leanne Blanchard, Student Services Principal  
**This is a consent item.**
- 5.14. 2021-2022 Contract for Marci Ostmeyer, Professional Development Director  
**This is a consent item.**
- 5.15. 2021-2022 Contract for Mark Brady, Professional Development Coordinator  
**This is a consent item.**
- 5.16. 2021-2022 Contract for Melinda Velencela, MEP Education Liaison  
**This is a consent item.**
- 5.17. 2021-2022 Contract for Otis Pierce, Professional Development Coordinator  
**This is a consent item.**
- 5.18. 2021-2022 Contract for Richard Stuart, Information Technology Specialist  
**This is a consent item.**
- 5.19. 2021-2022 Contract for Travis Kassing, Network & Computer Systems Engineer  
**This is a consent item.**
- 5.20. Reading of Article III, Section 1, E Use of Funds from Other Sources  
**This is a consent item.**
- 5.21. Reading of Article III, Section 2, A Fiscal Year  
**This is a consent item.**
- 5.22. Reading of Article III, Section 2, B Budget Preparation  
**This is a consent item.**

6. June and July 2021 Treasurer's Report

**Review the breakdown of the Treasurer's Report**

Discuss, consider and take any action necessary to approve the June and July Treasurer's Report as presented Passed with a motion by Gary Wieseler and a second by Donald Ellison.

Jennifer Miller: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea

Donald Ellison: Yea  
Dan Hoesly: Yea  
Dawn Lindsley: Yea  
Richard Luebbe: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

Administrator Polk discussed the cash on hand and cash reserve lines.

7. Redistricting

Dr. Josie Schafer, Director of Center for Public Affairs Research at UNO will provide the Board with redistricting information related to board size. §79-1217.01 directs ESU Boards to have no fewer than five and no more than 12 board members. Following Dr. Schafer's presentation, ESU 7 Board will take action on board size relevant to 2021 redistricting.

Discuss, consider, and take any necessary action for the ESU 7 Board to remain 12 members Passed with a motion by Donald Ellison and a second by Richard Stephens.

Jennifer Miller: Absent  
Dawn Lindsley: Nay  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Donald Ellison: Yea  
Dan Hoesly: Yea  
Richard Luebbe: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 10, Nay: 1, Absent: 1

Dr. Schafer shared the attached presentation. Following the presentation, there was discussion regarding the reduction of the ESU 7 board from 12 to 9 or 7. After this discussion, a ballot was distributed to inform the board size motion. The results of the ballot were 7 votes for 12 members and 4 votes for 9 members. The recommended motion to retain current board size was raised. The following comments were provided by board members in support of their decision.

Those voting for 12 members:

- It's working now. There is less committee work with a larger board. Better chance of board members getting to know the representative population.

- Probably over simplifies it, but if it isn't broken, don't fix it. I realize there are reasons to go lower, but not compelling reasons.
- No problems with current board numbers.
- Less people per board member makes better representation!
- Diversity of board representation.
- I like the diversity that it brings to our board.
- I like it the way it is.

Those voting for 9 members:

- To get a more engaged board. Save a little funding.
- Saves money for ESU 7.
- That was the original board size.
- I think there are some on the board that don't engage & contribute as fully as they could. I do have reservations about more rural vs. urban representation and also educator heavy vs. business & industry.

8. Reading of Article III, Section 4, F Internal Controls

New policy regarding developing and maintaining internal control procedures.

**Recommendation:** Discuss, consider and take all necessary action to approve Article III, Section 4, F Internal Controls as presented.

Discuss, consider and take all necessary action to approve Article III, Section 4, F Internal Controls as presented Passed with a motion by Gary Wieseler and a second by Jack Young.

Jennifer Miller:	Absent
Bob Arp:	Yea
Joyce Baumert:	Yea
Marni Danhauer:	Yea
Donald Ellison:	Yea
Dan Hoesly:	Yea
Dawn Lindsley:	Yea
Richard Luebbe:	Yea
Doug Pauley:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea
Yea: 11, Nay: 0, Absent: 1	

Administrator Polk reviewed the new policy with the Board.

9. Reading of Article IV, Section 1, B Equal Opportunity Employment  
Verbiage added in blue:

ESU 7 is an equal opportunity employer. It is the policy of ESU 7 to employ the best qualified applicant for each position without regard to sex, disability, race (**including skin color, hair texture and protective hairstyles**), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status, and to not fail or refuse to hire or to discharge any individual, or otherwise to discriminate against any individual with respect to compensation, terms, conditions, or privileges of employment, because of such individual's sex, disability, race (**including skin color, hair texture and protective hairstyles**), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status.

Discuss, consider and take any action necessary to approve the policy as presented.  
Passed with a motion by Dawn Lindsley and a second by Jack Young.

Jennifer Miller: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Donald Ellison: Yea  
Dan Hoesly: Yea  
Dawn Lindsley: Yea  
Richard Luebbe: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

Administrator Polk reviewed the added verbiage.

10. Reading of Article III, Section 9, A Records Management and Disposition  
Added verbiage on second page:

iv. Proper Use of Electronic Messages.

1. Non-Discrimination. Electronic messaging is not permitted to be used to promote discrimination on the basis of sex, disability, race (**including skin color, hair texture and protective hairstyles**), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its programs and activities.

Discuss, consider and take any action necessary to approve the policy as presented.  
Passed with a motion by Marni Danhauer and a second by Richard Luebbe.

Jennifer Miller: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Donald Ellison: Yea  
Dan Hoesly: Yea  
Dawn Lindsley: Yea  
Richard Luebbe: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

Administrator Polk reviewed the added verbiage.

11. Reading of Article III, Section 7, A Community Use of ESU Facilities  
Added verbiage on first page:

Acceptance of Application for Use.

Acceptance or rejection of applications shall be the responsibility of the Administrator or the Administrator's designee.

Applications shall not be accepted for any unlawful reason, including unlawful discrimination on the basis of sex, disability, race (including skin color, hair texture and protective hairstyles), color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status in its programs and activities, and including the applicant's legally protected exercise of constitutional or statutory rights.

Discuss, consider and take any action necessary to approve the policy as presented.  
Passed with a motion by Joyce Baumert and a second by Dan Hoesly.

Jennifer Miller: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Donald Ellison: Yea  
Dan Hoesly: Yea  
Dawn Lindsley: Yea  
Richard Luebbe: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea

Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

Administrator Polk reviewed the added verbiage.

12. Reading of Article II, Section 8, A Personal Presence at Meetings and Telephone Conference or Videoconference Meetings

Multiple changes including removing verbiage and replacing it with updated terminology.

Discuss, consider and take any action necessary to approve the policy as presented.

Passed with a motion by Dan Hoesly and a second by Jack Young.

Jennifer Miller: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Donald Ellison: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

Administrator Polk reviewed the updated language and the changes to the policy.

13. Reading of Article II, Section 9, F Public Comment

Policy name change from Speak to Public Comment.

Added verbiage: Members of the public who desire to address the Board will be required to identify themselves, [provide their address, and the organization \(if any\) he/she represents.](#)

Discuss, consider and take any action necessary to approve the policy as presented.

Passed with a motion by Bob Arp and a second by Gary Wieseler.

Jennifer Miller: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Donald Ellison: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

Administrator Polk reviewed the added verbiage.

14. Recognition of the ESU 7 Education Association

Recognition of the ESU 7 Education Association (ESU7EA) was requested by ESU7EA Chair, Brandy Rose. The ESU7EA requests to be recognized as the exclusive bargaining agent to non-supervisory certificated staff for the 2023-2024 contract year.

Recognition of the ESU7EA as the exclusive bargaining agent for non-supervisory certificated staff for 2023-2024 Passed with a motion by Donald Ellison and a second by Joyce Baumert.

Jennifer Miller: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Donald Ellison: Yea  
Dan Hoesly: Yea  
Dawn Lindsley: Yea  
Richard Luebbe: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

15. Date Change: Budget Hearing, Final Tax Asking Hearing, and September Board Meeting

Date of the Budget Hearing needs to move from September 15, 2021 to September 13, 2021 at 5:15pm in the Oak Room. Final Tax Asking Hearing will follow the Budget Hearing. The Board Meeting will follow the Final Tax Asking Hearing, both in the Oak Room.

Discuss, consider and take any necessary action to approve the change from September 15, 2021 to September 13, 2021 for the Budget Hearing, Budget Summary, Final Tax Asking, and the September Board Meeting in the Oak Room to also be held virtually Passed with a motion by Jack Young and a second by Dawn Lindsley.

Jennifer Miller: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Donald Ellison: Yea  
Dan Hoesly: Yea  
Dawn Lindsley: Yea

Richard Luebbe: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

Budget Hearing, Final Tax Asking, and the September Board Meeting will be moved from Wednesday, September 15 to Monday, September 13 with a virtual option.

16. COVID-19 Update

Review and approve the Educational Service Unit 7 Safe Return to Services/Instruction Plan

Discuss, consider and take action to approve the Educational Service Unit 7 Safe Return to Services/Instruction Plan as presented with recommended changes Passed with a motion by Dan Hoesly and a second by Dawn Lindsley.

Jennifer Miller: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Donald Ellison: Yea  
Dan Hoesly: Yea  
Dawn Lindsley: Yea  
Richard Luebbe: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

Administrator Polk reviewed the attached ESU 7 Safe Return to Services Instruction Plan.

17. **Administrator's Report General**

- Goals - Attached for your Review
- Vision/Mission/Beliefs
- ESUCC Update
  - Educator's Call to Action in September
  - New ESUCC Administrators
    - ESU 13 - Laura Barrett
    - ESU 19 - Fateama Fulmore
- Board Member Information
  - Elections 2022 - Filing deadline June 15, 2022
    - District 1 - Richard Stephens
    - District 3 - Jennifer Miller
    - District 5 - Jack Young

- District 7 - Dan Hoesly
- District 9 - Joyce Baumert
- District 11 - Donald Ellison
- Upcoming Events
  - 2021 Area Membership Meetings - NASB
    - Norfolk - Wednesday, September 1
    - York - Wednesday, September 15
    - Fremont - Wednesday, September 29

Administrator Polk would like to have a work session in October to write goals with the Board. This will be an action on the September Board Agenda. The work session will start at 5:30pm and last one hour. The October Board Meeting will start directly after the work session.

Administrator Polk reviewed the updated Vision, Mission, Beliefs.

17.1. Services Update  
SIMPL Update  
Spotlight - PD

Items inside this item include visit updates, quarterly report, director reports, etc. Director Marci Ostmeyer reviewed the attached flyer for the Professional Development spotlight.

17.2. Facilities Update

The Administrator will provide a facilities update during this item.

Tarring, door update, audio/visual update, sidewalks, and North Building entryway. Administrator Polk updated the Board on the North Building door update. The interior doors have already been installed. The exterior doors will be installed after M&O receives the part they are waiting for. The parking lot tarring/stripping and the audio/visual project will be completed in the 21-22 budget year. Fixing the uneven sidewalks and walk-off entry carpet for the North Building are proposed projects. Prices have not yet been researched. Administrator Polk is exploring the possibility of having a playground installed on the South side of the South Building for the Level III Program students.

17.3. Legislative Update

During this item, the Administrator will provide a Legislative Update to members of the Board.

Monday, Sept. 13 - Thursday, Sept. 30 -- Tentative dates for special legislative session regarding redistricting.

Friday, Oct. 29 -- The Nebraska Economic Forecasting Advisory Board meets. 1 p.m. State Capitol, Room TBA. Lincoln.

- 17.4. Personnel - Lori Dingel, Early Childhood Special Education Teacher  
2021-2022 Contract for Lori Dingel, Early Childhood Special Education Teacher.  
Lori has a one year contract as a Early Childhood Teacher. She is coming from  
Norfolk Public.

Discuss, consider and take any action necessary to approve the contract as  
presented Passed with a motion by Joyce Baumert and a second by Bob Arp.

Jennifer Miller: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Donald Ellison: Yea  
Dan Hoesly: Yea  
Dawn Lindsley: Yea  
Richard Luebbe: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

- 17.5. Personnel - 2021-2022 Contracts  
2021-2022 Contracts offered and authorized by Chief Administrator Polk for the  
following staff:

- Abigail Focht, Paraprofessional
- Ana Santos Reyes, MEP Education Program Recruiter
- Angie Arndt, Department Secretary
- Carolyn Koch, Bookkeeper
- Chris Chvala, Computer Support Specialist
- Chris Hilliard, District Technology Coordinator
- Cindy Wieser, Department Secretary
- Darlene Rodriguez, MEP Education Program Recruiter
- David Vanderheiden, District Technology Coordinator
- Elizabeth Lawrence, Department Secretary
- Isaura Barreto, MEP Education Program Recruiter
- Janet Ciboron, Production Personnel
- Jason Trotter, District Technology Coordinator
- Jennifer Rivera, MEP Education Service Provider
- Joan Hassebrook, Production Personnel
- Kim Ruger, Production Personnel/Paraprofessional
- Larry Shefcyk, Custodian/Maintenance
- Linda Shefcyk, Business Manager
- Maria del Socorro Rodriguez-Borquez, MEP Education Service Provider
- Mayra Vargas, Department Secretary
- Megan Kassing, Bookkeeper
- Mindy Reed, Executive Secretary
- Nancy Smith, Production Personnel

- Nathalie Vargas, MEP Education Service Provider
- Yaribey Rodriguez, MEP Education Service Provider

- The Migrant Department will hire school tutors throughout the year as necessary as classified following the Migrant Education Grant regulations.

- 17.6. Personnel - Resignations  
Rosa Waldrop Resignation

## 18. Committee Reports

### 18.1. Budget Committee Report

Reports of Budget Committee activities and discussion will take place during this item.

Board Member Gary Wieseler provided a Budget Committee update. The Budget Committee met and reviewed grants. Each component of the budget has been reviewed by the Budget Committee. One final review will occur prior to the September Budget Hearing.

### 18.2. Negotiations Committee Report

Reports of activities and discussions from the Negotiations Committee will take place during this item. Negotiations Committee is: Jennifer Miller (Chair), Richard Luebbe, Richard Stephens. First Negotiations Meeting will be in October. Administrator Polk would like to meet with the Negotiations committee in September.

### 18.3. Administrator Evaluation Committee Report

A report of activities from the Administrator Evaluation Committee will be given during this item. Administrator Evaluation Committee: Dawn Lindsley, Donald Ellison, Marni Danhauer. Evaluation Committee to meet in September to go through comments and create a summary.

Evaluation Timeline:

- **August:** Evaluation Committee to meet in September to go through comments and create a summary. Larianne will meet with the Evaluation Committee chair.
- **September:** Full Board is provided a copy of the Administrator Evaluation
- **October:** Administrator sends digital evaluation and evaluation resources to the Evaluation Committee Chair in the first week of October. The chair then forwards on to full Board for completion by October Board Meeting. Administrator completes Evaluation Tool as self-assessment and sends to Evaluation Committee on or before October 31.
- **November:** Committee Chair will send the completed Administrator self-assessment to full Board after November 1. Evaluation Committee compiles results of full Board completed evaluations prior to the November Board Meeting.
- **December:** Evaluation Committee meets prior to December Board Meeting to review with Administrator the results of evaluation. Report to full Board in December Board Meeting following Closed Session requirements with Administrator present.
- **January:** Confirm Evaluation Committee members. Administrator provides Evaluation Committee with goals and shares with Board at January Board Meeting.

Administrator Polk sent the digital copy of the Administrator Evaluation to the Evaluation Committee. If there are no changes to the electronic version of the document, a paper copy will be provided in September to Board Members. Administrator Polk requested the Committee to consider selecting a Chair.

19. Adjournment

Meeting adjourned at 7:58pm.

Minutes respectfully submitted by Mindy Reed, Recording Secretary to the ESU 7 Board.

## Section 1 - ESU Name, Mission and Duties

### Article I, Section 1, A ESU Name

The legal name of our educational service unit is “Educational Service Unit No. 7 of the State of Nebraska.” It may also be referred to as ESU 7, either with or without a number designation (No. 7 or #7).

Legal Reference:	§ 79-1202
Date of Adoption:	November 20, 2017
Date of Review:	September 13, 2021

## **Article I, Section 1, C Statutory Role**

The statutory role of ESU 7 is to serve as an educational service provider in Nebraska's system of elementary and secondary education. ESU 7 shall:

1. Act primarily as a service agency in providing core services and services identified and requested by member school districts and recommended by ESU 7 Superintendents;
2. Provide for economy, efficiency, and cost-effectiveness in the cooperative delivery of educational services;
3. Provide educational services through leadership, research, and development in elementary and secondary education;
4. Act in a cooperative and supportive role with the State Department of Education and school districts in development and implementation of long-range plans, strategies, and goals for the enhancement of educational opportunities in elementary and secondary education;
5. Serve, when appropriate and as funds become available, as a repository, clearinghouse, and administrator of federal, state, and private funds on behalf of school districts which choose to participate in special programs, projects, or grants in order to enhance the quality of education in Nebraska schools.
6. Provide core services to member school districts, including:
  - A. In order of priority, (i) Staff development which shall include access to staff development related to improving the achievement of students in poverty and students with diverse backgrounds; (ii) technology, including distance education services; and (iii) instructional materials services;
  - B. Core services shall improve teaching and student learning by focusing on enhancing school improvement efforts, meeting statewide requirements, and achieving statewide goals in the state's system of elementary and secondary education;
  - C. Core services shall provide schools with access to services that: (i) ESU 7 and its member school districts have identified as necessary services; (ii) are difficult, if not impossible, for most individual school districts to effectively and efficiently provide with their own personnel and financial resources; (iii) can be efficiently provided by ESU 7 to its member school districts; and (iv) can be adequately funded to ensure that the service is provided equitably to the public school districts.
  - D. Core services shall be designed so that the effectiveness and efficiency of the service can be evaluated on a statewide basis; and

E. Core services shall be provided by ESU 7 in a manner that minimizes the costs of administration or service delivery to member school districts.

7. Meet minimum accreditation standards set by the State Board of Education that will:

A. Provide for accountability to taxpayers;

B. Assure that educational service units are assisting and cooperating with school districts to provide for equitable and adequate educational opportunities statewide; and

C. Assure a level of quality in educational programs and services provided to school districts by the educational service units.

D. In fulfilling its role and mission, ESU 7 may contract to provide services to:

1. Nonmember public school districts;

2. Nonpublic school systems;

3. Other educational service units; and

4. Other political subdivisions, under the Interlocal Cooperation Act and the Joint Public Agency Act.

8. ESU 7 will not regulate school districts unless specifically provided pursuant to law.

Legal Reference:	§ 79-1204; NDE Rule 84-001-03-008.01
Date of Adoption:	November 20, 2017
Date of Review:	September 13, 2021

**Article I, Section 1, D Principle Office**

The principle office of the ESU shall be: 2657 44<sup>th</sup> Avenue, Columbus Nebraska.

Legal Reference:	§ 79-1220
Date of Adoption:	November 20, 2017
Date of Review:	September 13, 2021

## Section 2 - ESU Board

### Article I, Section 2, A Board's Name and Role

The ESU is governed by a board legally known as the “Board of Educational Service Unit No. 7.” The Board is responsible for the general control and direction of ESU 7.

Legal Reference:	§ 79-1217
Date of Adoption:	November 20, 2017
Date of Review:	September 13, 2021

**Article I, Section 3, C Role of Individual Board Members**

The role of individual Board members is to express their position by voting on issues presented at duly called meetings of the Board. The Board of ESU 7 functions only when it takes official action at a duly called meeting of the Board. Individual Board members and individual Board officers cannot bind ESU 7 or its Board to a contract or obligation and may not speak on behalf of the Board except when acting upon specific authority given by the Board.

Legal Reference	<i>Busboom v. Southeast Nebraska Technical Community College</i> , 194 Neb. 448 (1975); <i>Markay v. School District No. 18</i> , 58 Neb. 479 (1899)
Date of Adoption	January 15, 2018
Date of Review:	September 13, 2021

**Article III, Section 5, I Credit Card Purchasing Program**

1. The Board authorizes the Administrator or designee to contract with one or more financial institutions, card-issuing banks, credit card companies, charge card companies, debit card companies, or third-party merchant banks capable of operating a purchasing card program on behalf of the ESU.
2. The Board of Education delegates to the Administrator or designee: (a) the determination of the type of purchasing card or cards to be utilized in the ESU's purchasing card program; and (b) the determination of which employees shall be approved or disapproved to be assigned a purchasing card in the ESU's purchasing card program. The Administrator shall submit the approved names to the Board, from time to time.
3. The ESU's purchasing card program may only be utilized for the purchase of goods and services for and on behalf of the ESU. No officer or employee of the ESU shall use a purchasing card for any unauthorized use.
4. An itemized receipt for purposes of tracking expenditures shall accompany all purchasing card purchases. In the event that a receipt does not accompany an authorized cardholder's purchase, the Administrator or designee may ask for reimbursement from the cardholder and may suspend said cardholder's purchasing card privileges.
5. Upon the termination or suspension of employment of an individual using a purchasing card, the Administrator or designee shall immediately close such individual's purchasing card account and said employee shall immediately return the purchasing card.

Legal Reference:	Neb. Rev. Stat. § 13-610
Date of Adoption:	November 19, 2018
Date of Review:	September 13, 2021

## A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00072890	20.94	09/20/21	10013 ACE HARDWARE	C
10	00072891	495.00	09/20/21	10080 AESA REGISTRATION	C
10	00072892	183.95	09/20/21	190428 ALMQUIST, MALTZAHN, GALLOWAY & LUTH, PC	C
10	00072893	4,167.49	09/20/21	10391 AMAZON	C
10	00072894	112.56	09/20/21	120155 AMY J SLAMA	C
10	00072895	454.72	09/20/21	130180 AMY MAZANKOWSKI	C
10	00072896	914.48	09/20/21	7633 ANA SANTOS	C
10	00072897	484.00	09/20/21	10681 APPLE COMPUTER, INC.	C
10	00072898	899.00	09/20/21	10681 APPLE COMPUTER, INC.	C
10	00072899	197.00	09/20/21	6114 AVERA MEDICAL GROUP-O'NEILL	C
10	00072900	42.00	09/20/21	10910 AWARDS & ENGRAVING	C
10	00072901	1,316.41	09/20/21	20428 BOONE CENTRAL SCHOOLS	C
10	00072902	1,200.00	09/20/21	9032 BRENDA SAXE	C
10	00072903	25.76	09/20/21	6700 BROOKE KAVAN	C
10	00072904	82.88	09/20/21	190669 BROOKE KOLIHA	C
10	00072905	4,651.66	09/20/21	30039 CAPITAL ONE BANK (USA), N.A.	C
10	00072906	864.90	09/20/21	4553 CAPITAL ONE-SPED CLAY	C
10	00072907	406.82	09/20/21	1996 CASEY'S MAIL SERVICE LLC	C
10	00072908	10,898.14	09/20/21	30178 CCS PRESENTATION SYSTEMS	C
10	00072909	290.88	09/20/21	30235 CENTRAL CITY PUB SCHOOL	C
10	00072910	2,041.00	09/20/21	30260 CENTRAL COMMUNITY COLLEGE	C
10	00072911	646.04	09/20/21	8940 CENTRAL NE REHAB SERVICES	C
10	00072912	1,200.00	09/20/21	280 CHRISTINA KILGORE	C
10	00072913	415.88	09/20/21	30550 CITY OF COLUMBUS WATER & SANIT	C
10	00072914	7,863.74	09/20/21	30610 CLARKSON PUBLIC SCHOOLS	C
10	00072915	212.05	09/20/21	31035 COLUMBUS PUBLIC SCHOOLS GENERAL FUNDS	C
10	00072916	525.00	09/20/21	31029 COLUMBUS PUBLIC SCHOOLS LUNCH FUND	C
10	00072917	358.50	09/20/21	31050 COLUMBUS TELEGRAM THE	C
10	00072918	2,359.00	09/20/21	12300 COMMITTEE FOR CHILDREN	C
10	00072919	2,010.94	09/20/21	31462 CROSS COUNTY SCHOOL	C
10	00072920	407.38	09/20/21	4812 CUBBY'S, INC.	C
10	00072921	3,000.00	09/20/21	12289 CYBR SCHOOL LLC	C
10	00072922	1,579.00	09/20/21	40190 DAKTECH COMPUTERS	C
10	00072923	6,500.00	09/20/21	12319 DAVID LORDEN	C
10	00072924	1,113.00	09/20/21	12297 DBQ PROJECT	C
10	00072925	2,535.38	09/20/21	40725 EAKES OFFICE SOLUTIONS	C
10	00072926	24,002.00	09/20/21	50060 EAST BUTLER PUBLIC SCHOOL	C
10	00072927	618,958.43	09/20/21	50825 ED SERVICE UNIT 7-PAYROLL	C
10	00072928	192.00	09/20/21	50583 EMBASSY SUITES HOTELS	C
10	00072929	259.39	09/20/21	50630 ERNST AUTO CENTER	C
10	00072930	194.75	09/20/21	7560 HOSTED SERVICES	C
10	00072931	1,107.80	09/20/21	50640 ESU 1	C
10	00072932	3,588.80	09/20/21	50645 ESU 2	C
10	00072933	466.48	09/20/21	50652 ESUCC	C
10	00072934	3,827.00	09/20/21	60054 FILEMAKER	C
10	00072935	2,688.00	09/20/21	6149 FILEWAVE (USA), INC.	C
10	00072936	96.98	09/20/21	60056 FIRST NATIONAL BANK	C
10	00072937	50.00	09/20/21	60940 GALE/CENGAGE LEARNING	C
10	00072938	318.90	09/20/21	7013 GREAT PLAINS COMMUNICATIONS	C
10	00072939	646.00	09/20/21	80147 HAMPTON INN	C
10	00072940	288.00	09/20/21	80140 HAMPTON INN	C
10	00072941	482.16	09/20/21	11460 HAYLEY MURPHY	C
10	00072942	1,314.59	09/20/21	80390 HIGH PLAINS COMMUNITY SCHOOLS	C
10	00072943	558.00	09/20/21	80543 HOMETOWN LEASING	C
10	00072944	211.55	09/20/21	80670 HOWELLS-DODGE CONSOLIDATED SCHOOL DIST	C

## A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00072945	400.42	09/20/21	80880 HY-VEE	C
10	00072946	480.00	09/20/21	12203 HOLIDAY INN EXPRESS & SUITES	C
10	00072947	19,535.00	09/20/21	90075 IMAGINE LEARNING	C
10	00072948	1,098.86	09/20/21	90088 INDOFF INCORPORATED	C
10	00072949	93.60	09/20/21	5223 J.P. COOKE CO.	C
10	00072950	4,000.00	09/20/21	100527 JEFF A. JOHNSON EXPLORATIONS EARLY LEARN	C
10	00072951	429.52	09/20/21	3387 JENNIFER FISTLER	C
10	00072952	350.00	09/20/21	6017 JILL MCNALLY	C
10	00072953	49.16	09/20/21	6319 JOURNEYED.COM, INC.	C
10	00072954	508.48	09/20/21	110030 JULIE R KAHLER	C
10	00072955	150.00	09/20/21	12335 KIMBERLY JEAN CHASE	C
10	00072956	3,500.00	09/20/21	12351 KRISTEN PETERSON-LEARNING WILD LLC	C
10	00072957	4,004.00	09/20/21	4839 KSB SCHOOL LAW	C
10	00072958	3,063.71	09/20/21	120129 LAKEVIEW COMMUNITY SCHOOLS	C
10	00072959	113.12	09/20/21	6718 LAURA PLAS	C
10	00072960	731.61	09/20/21	120223 LEIGH COMMUNITY SCHOOLS	C
10	00072961	8.50	09/20/21	120314 LINCOLN JOURNAL STAR	C
10	00072962	311.92	09/20/21	40545 LISA DURANSKI	C
10	00072963	4,320.00	09/20/21	12327 LOGMEIN	C
10	00072964	3,138.61	09/20/21	120550 LOUP POWER DIST	C
10	00072965	11.81	09/20/21	130070 MAILBOX, THE	C
10	00072966	331.80	09/20/21	5410 MARK BRADY	C
10	00072967	350.00	09/20/21	12343 MARY LYNN RILEY KARDELL	C
10	00072968	6,400.00	09/20/21	477 MARZANO RESOURCES, LLC	C
10	00072969	600.00	09/20/21	10499 MICHELLE RUPIPER	C
10	00072970	1,118.46	09/20/21	130547 MNJ TECHNOLOGIES	C
10	00072971	130.00	09/20/21	9199 NACIA	C
10	00072972	45,708.00	09/20/21	140063 NASB ALICAP	C
10	00072973	100.00	09/20/21	140537 NATS - NEBRASKA ASSOCIATION OF TEACHERS	C
10	00072974	1,265.00	09/20/21	4251 NATUS MEDICAL	C
10	00072975	729.00	09/20/21	140351 NCSA	C
10	00072976	485.00	09/20/21	140066 NE ASSOC OF SCHOOL BOARDS	C
10	00072977	552.50	09/20/21	140460 NEBRASKA DEPT OF EDUCATION	C
10	00072978	128.63	09/20/21	140570 NEBRASKA TECHNOLOGY & TELECOM.	C
10	00072979	175.00	09/20/21	7366 NICOLE TRAUTMAN	C
10	00072980	3,449.04	09/20/21	150290 O'NEILL PUBLIC SCHOOLS	C
10	00072981	116.75	09/20/21	150081 OFFICE NET	C
10	00072982	80.00	09/20/21	12122 ONE SOURCE THE BACKGROUND CHECK COMPANY	C
10	00072983	211.55	09/20/21	150330 OSCEOLA PUBLIC SCHOOLS	C
10	00072984	1,200.00	09/20/21	160033 PALMER PUBLIC SCHOOL	C
10	00072985	3,079.80	09/20/21	160095 PERRY,GUTHERY, HAASE& GESSFORD P.C.,L.L.	C
10	00072986	168.17	09/20/21	160672 PRESTO-X	C
10	00072987	32.83	09/20/21	170029 QUALITY SOUND	C
10	00072988	2,645.33	09/20/21	20250 RUTT'S HEATING & AIR	C
10	00072989	600.00	09/20/21	12360 SAFFRON S BUETTNER	C
10	00072990	272.16	09/20/21	30268 SANDY CERNY	C
10	00072991	7,628.69	09/20/21	190164 SCHUYLER COMMUNITY SCHOOLS	C
10	00072992	270.00	09/20/21	10421 SEI SECURITY	C
10	00072993	165.76	09/20/21	8524 SHAYNA CEPPEL	C
10	00072994	270.00	09/20/21	9989 SHAYNE MCGUIRE	C
10	00072995	68,141.60	09/20/21	190390 SHELBY-RISING CITY PUBLIC SCHOOL	C
10	00072996	40.17	09/20/21	190396 SHERWIN WILLIAMS	C
10	00072997	38,416.97	09/20/21	190007 ST EDWARD PUBLIC SCHOOL	C
10	00072998	114.00	09/20/21	190693 STANEK FIRE PROTECTION	C
10	00072999	5,189.80	09/20/21	190850 STATE OF NEBRASKA - DEPARTMENT OF ADMIN	C

## A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00073000	397.69	09/20/21	191085 SUPER SAVER	C
10	00073001	139.90	09/20/21	160655 SYMMETRY ENERGY SOLUTIONS, LLC	C
10	00073002	124.91	09/20/21	7684 SYSCO	C
10	00073003	1,931.75	09/20/21	140691 THE HOME DEPOT PRO	C
10	00073004	2,520.00	09/20/21	8710 TIME MANAGEMENT SYSTEMS	C
10	00073005	458.36	09/20/21	200493 TWIN RIVER PUBLIC SCHOOL	C
10	00073006	112.25	09/20/21	200606 U & I SANITATION	C
10	00073007	1,380.39	09/20/21	10320 VERIZON WIRELESS	C
10	00073008	32.35	09/20/21	230049 CAPITAL ONE-WALMART (SPED)	C
10	00073009	1,200.00	09/20/21	230195 WAYNE COMM. SCHOOLS	C
10	00073010	350.00	09/20/21	230292 WEIDENHAMMER SYSTEMS CORP.	C
10	00073011	1,064.76	09/20/21	10510 ABBY PFISTER	A
10	00073012	353.92	09/20/21	1082 ANGEL D MAYBERRY	A
10	00073013	210.56	09/20/21	40709 ANN DUBAS	A
10	00073014	352.80	09/20/21	990 BRANDY ROSE	A
10	00073015	521.36	09/20/21	5967 CASSANDRA RUTH	A
10	00073016	352.80	09/20/21	9512 CASSIE KRINGS	A
10	00073017	553.28	09/20/21	11690 CHRIS HILLIARD	A
10	00073018	47.04	09/20/21	50579 DAN ELLSWORTH	A
10	00073019	1,625.12	09/20/21	180474 DARLENE RODRIGUEZ	A
10	00073020	647.47	09/20/21	10529 DAVID VANDERHEIDEN	A
10	00073021	301.84	09/20/21	12262 ELIZABETH PREISTER	A
10	00073022	470.96	09/20/21	7099 HALEY KUNZE	A
10	00073023	1,172.64	09/20/21	20135 ISAURA BARRETO	A
10	00073024	126.56	09/20/21	8559 JACLYN TERNUS	A
10	00073025	380.80	09/20/21	12220 JALAYNE FREY	A
10	00073026	515.20	09/20/21	10952 JENNIFER RIVERA	A
10	00073027	222.32	09/20/21	11223 JILL WURDEMAN	A
10	00073028	516.32	09/20/21	8540 JOLYNN KAHLANDT	A
10	00073029	51.52	09/20/21	6459 KAISE RECEK	A
10	00073030	26.88	09/20/21	11983 KENDRA GUSTAFSON	A
10	00073031	45.92	09/20/21	100521 KRIS JOHNSON	A
10	00073032	591.96	09/20/21	160636 LARIANNE POLK	A
10	00073033	504.00	09/20/21	12190 LINCOLN QUTEIFAN	A
10	00073034	492.24	09/20/21	12270 LORI DINGEL	A
10	00073035	480.48	09/20/21	190434 LORI SIMANEK	A
10	00073036	92.40	09/20/21	2267 MARCIA OSTMEYER	A
10	00073037	1,215.76	09/20/21	11797 MARIA RODRIGUEZ	A
10	00073038	20.72	09/20/21	7161 MAYRA VARGAS	A
10	00073039	29.12	09/20/21	50632 MEGAN KASSING	A
10	00073040	409.92	09/20/21	11479 MEGAN WELCH	A
10	00073041	387.52	09/20/21	4650 MELINDA VELECELA	A
10	00073042	429.52	09/20/21	12246 MERRIDIE KAUP	A
10	00073043	235.20	09/20/21	12254 MOLLIE MORROW	A
10	00073044	687.12	09/20/21	8788 NATHALIE VARGAS	A
10	00073045	156.80	09/20/21	160280 PAULA PETERSON	A
10	00073046	639.52	09/20/21	5983 RACHEL GARNER	A
10	00073047	218.12	09/20/21	10375 RONELLE JACKSON	A
10	00073048	523.04	09/20/21	130708 SHARON M BROWN	A
10	00073049	283.36	09/20/21	10740 SHELLI EICKMEIER	A
10	00073050	429.90	09/20/21	12165 STEPHANIE FOREMAN	A
10	00073051	47.04	09/20/21	11436 TAMRA CLAY	A
10	00073052	239.12	09/20/21	10774 TRICIA SPIEKER	A
10	00073053	273.28	09/20/21	11991 VELVET GRAMAJO	A
10	00073054	581.84	09/20/21	230361 WENDY WOLFE	A

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00073055	753.20	09/20/21	10545 YARIBEY RODRIGUEZ	A
10	00073056	658.97	09/20/21	30039 CAPITAL ONE BANK (USA), N.A.	C
10	00073057	16.17	09/20/21	1996 CASEY'S MAIL SERVICE LLC	C
10	00073058	35.70	09/20/21	80880 HY-VEE	C

Total Bank No 10 984,830.35

Total Manual Checks	.00
Total Computer Checks	965,549.10
Total ACH Checks	19,281.25
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	.00
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total 984,830.35

Number of Checks 169

Batch Yr	Batch No	Amount
22	000008	104,756.43
22	000009	198,113.48
22	000027	618,958.43
22	000031	62,291.17
22	000033	710.84



# ESU 7 Mental Health Department

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Megan Welch  
Merridie Kaup  
Mollie Morrow  
Ronelle Jackson  
9/13/2021



# Objectives

- Introduce department mission and 21-22 goal
- Define a LMHPs' role and responsibilities
- Share program growth
- Present our future goals and vision

# 2021-2022 Mission & Goal

## Mission:

The mission of our mental health department is to promote school mental health needs based on student's **social, emotional and behavioral (SEB) well-being** through prevention, early identification, consultation, subjective and objective assessment, and follow up to address concerns.

## Goal:

To formalize a belief system and solidify consistent service delivery across districts.



# Roles & Responsibilities

- Individual therapy session
- Group therapy sessions
- Professional Development
- Connecting districts with community resources
- Assess students' need for safety plans
- Support crisis/ threat assessments teams
- NeMTSS-B
- Collaborate with school personnel

# 2021-2022 Districts Serving



**Boone**



High Plains



Osceola



Central City



Howells-Dodge



Palmer



Clarkson



Shelby-Rising



Cross County



Humphrey



St. Edward



East Butler



Leigh



Twin River

**BOLD-Contracts**

Not Bold: Title IV

**Bold/underlined: Both**



# Program Growth

## Therapists: 1 to 4

- 2019–2020: Ronelle Jackson
- 2020–2021: Ronelle Jackson, Megan Welch, and 1 internship opportunity
- 2021–2022: Ronelle Jackson, Megan Welch, Merridie Kaup, Mollie Morrow

## Students Served

- 185 students served since August 2019
- 2019–2020 Referrals: 48
- 2020–2021 Referrals: 86
- 2021–2022 Referrals: 51

# Impact Snapshot 2020-2021

## 6 Districts Megan Welch

26/39 (67%) Had some form of Suicidal Ideation
30/39 (77%) Had some form of Safety Planning Intervention
18/39 (46%) Self-harming Tendencies

## 5 Districts & Learning Academy Ronelle Jackson & Intern

34/47 (72%) Had some form of Suicidal Ideation
23/47 (49%) Had some form of Safety Planning Intervention
26/47 (55%) Self-harming Tendencies

## 2020-2021 TOTAL

60/86 (70%) Had some form of Suicidal Ideation
53/86 (62%) Had some form of Safety Planning Intervention
44/86 (51%) Self-harming Tendencies

# Program Growth

## Universal Screeners

- 5 districts administering SEB screeners under guidance of LMHP and School Psychologist

### Grow the Green to Mellow the Yellow and Stop the Spread of Red

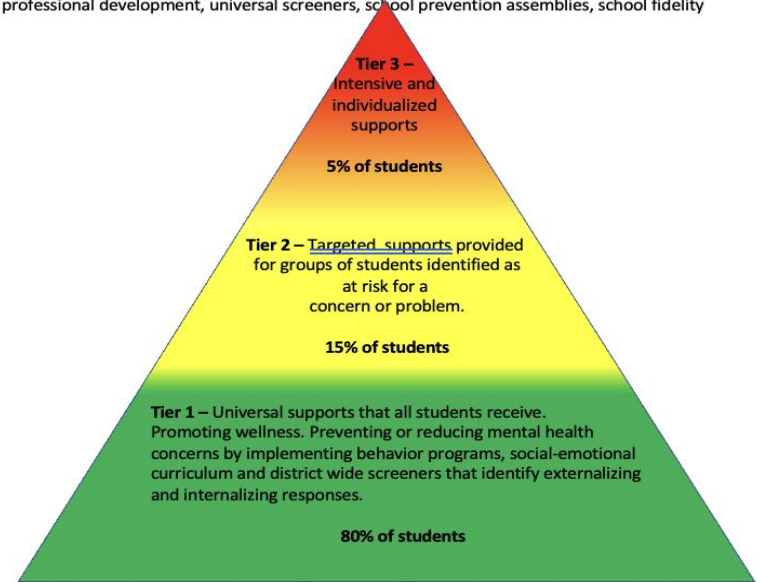
*Focusing on Tier 1 during the 2019-2020 school year*

Examples of supports include:

Tier 3 – Daily Progress Monitoring, Mental Health Therapy, Behavior Intervention Plans (BIP), Functional Behavior Assessment (FBA)

Tier 2 – Board-Certified Behavioral Analyst (BCBA) Consultation, Small groups with school counselor or mental health therapist, community referrals for wrap around services, regular progress monitoring, FBAs and BIPs

Tier 1 – District-wide behavior programs, implementation of social-emotional curricula, professional development, universal screeners, school prevention assemblies, school fidelity



# Program Growth

## State committees

- **Megan Welch**  
Nebraska School Mental Health Steering Committee (2020–2021, 2021 to present)
- **Ronelle Jackson**  
ESUCC Mental Health Partnership (2021–Present)  
Presentation at the NE School Mental Health Conference (2019 and 2020)  
Presentation at AESA Conference (2020)

# Program Growth

## District Professional Development

Lakeview (2019, 2020, 2021)

Schuyler (2020, 2021)

Leigh (2020)

St. Edward (2019, 2020, 2021)

Howells-Dodge (2020, 2021)

Humphrey (2019, 2020, 2021)

High Plans (2019, 2020, 2021)

Cross County (2019, 2020, 2021)

Twin River (2021)

Shelby-Rising (2019, 2020, 2021)

East Butler (2019, 2020)

Boone Central (2020)

# Vision

*Expand to serve all districts*

*Obtain all contract time*

*Mental Health Technology Transfer Center (MHTTC) Grant*

*Continue to normalize and de-stigmatize mental health*

## Article I, Section 1, B [Vision, Mission, Beliefs](#)

~~1. The mission of ESU 7 is to provide leadership and services supporting the improvement of teaching and learning.~~

~~2. Educational Service Unit 7 Believes:~~

~~We walk behind schools to keep them moving, beside them to help them stay focused and on track, and far enough in front to not only see where they are going, but anticipate their needs.~~

~~1. We believe...all public school districts are a vital part of service planning.~~

~~2. We believe...in offering effective and efficient services to public schools.~~

~~3. We believe...in leading with trust and reliability.~~

~~4. We believe...in hiring high quality and diverse staff.~~

~~5. We believe...in collaboration between NDE, ESU 7 and districts to benefit all stakeholders.~~

~~6. We believe...in focusing on student and family learning to create productive citizens and adults.~~

~~7. We believe...in innovation.~~

### [Vision](#)

To be a leader in innovative service delivery, ESU 7 prioritizes three areas: people, services, and efficiency.

- **People:** To be a family centered place to work where people are inspired to continue to grow.
- **Services:** Provide innovative services for school districts to meet current and anticipate future needs.
- **Efficiency:** Maximize our services by scaling them up to optimize outcomes.

### [Mission](#)

The mission of ESU 7 is to provide leadership and support by delivering customized and innovative services.

### [Beliefs](#)

[Return to Table of Contents](#)

We believe in...

- People first
- Leading with trust and reliability
- Customized and innovative services
- Best practice expertise
- Intentional data driven service planning
- Authentic collaboration
- Maximizing efficiencies

Legal Reference:	§ 79-1204
Date of Adoption:	November 20, 2017
Date of Revision:	September 13, 2021

**Article III, Section 5, I Credit Card Purchasing Program**

1. The Board authorizes the Administrator or designee to contract with one or more financial institutions, card-issuing banks, credit card companies, charge card companies, debit card companies, or third-party merchant banks capable of operating a purchasing card program on behalf of the ESU.
2. The Board of Education delegates to the Administrator or designee: (a) the determination of the type of purchasing card or cards to be utilized in the ESU's purchasing card program; and (b) the determination of which employees shall be approved or disapproved to be assigned a purchasing card in the ESU's purchasing card program. The Administrator shall submit the approved names to the Board, from time to time.
3. The ESU's purchasing card program may only be utilized for the purchase of goods and services for and on behalf of the ESU. No officer or employee of the ESU shall use a purchasing card for any unauthorized use.
4. An itemized receipt for purposes of tracking expenditures shall accompany all purchasing card purchases. In the event that a receipt does not accompany an authorized cardholder's purchase, the Administrator or designee may ask for reimbursement from the cardholder and may suspend said cardholder's purchasing card privileges.
5. Upon the termination or suspension of employment of an individual using a purchasing card, the Administrator or designee shall immediately close such individual's purchasing card account and said employee shall immediately return the purchasing card.

Legal Reference:	Neb. Rev. Stat. § 13-610
Date of Adoption:	November 19, 2018
Date of Review:	September 13, 2021



*Serving the schools of Boone, Butler, Colfax, Merrick, Nance, Platte, and Polk counties*

# ESU 7 Goals

## Board of Directors

- Goal 1:
- Goal 2:
- Goal 3:
- Goal 4:

## Administrator

- Goal 1:
- Goal 2:
- Goal 3:

## Directors

- Goal 1: By July 31, 2022, Directors will identify different methods of measurement and visualization of key data points on service performance and service selection.

## Agency Team

- Goal 1: By May 20, 2022, Agency Team will coordinate the implementation of agency wide processes by documenting progress on all topics
- Goal 2: In order to meet our vision, Agency Team will develop processes to enable staff to provide innovative services and to grow as professionals.

## Departments

- Administration: By July 31, 2022 ESU 7 will fully implement a document management system across departments.
- Cen7ter: Cen7ter staff will increase their team mentality and get to know each other better by implementing a team building exercise at least once per month in order to collaborate more effectively.
- Early Childhood: By May 2022, Early Childhood team will develop and clarify roles, responsibilities and expectations amongst service providers from different agencies or districts.
- Grants: By May 2022, the Grants Department will have a document prepared to be disseminated to districts (Google Doc & Hardcopy) which outlines services and resources available.
- Learning Academy: By May 2022, Learning Academy staff will learn how to navigate and implement Acellus to effectively support our students in progressing academically as evidenced by student progress and grades.

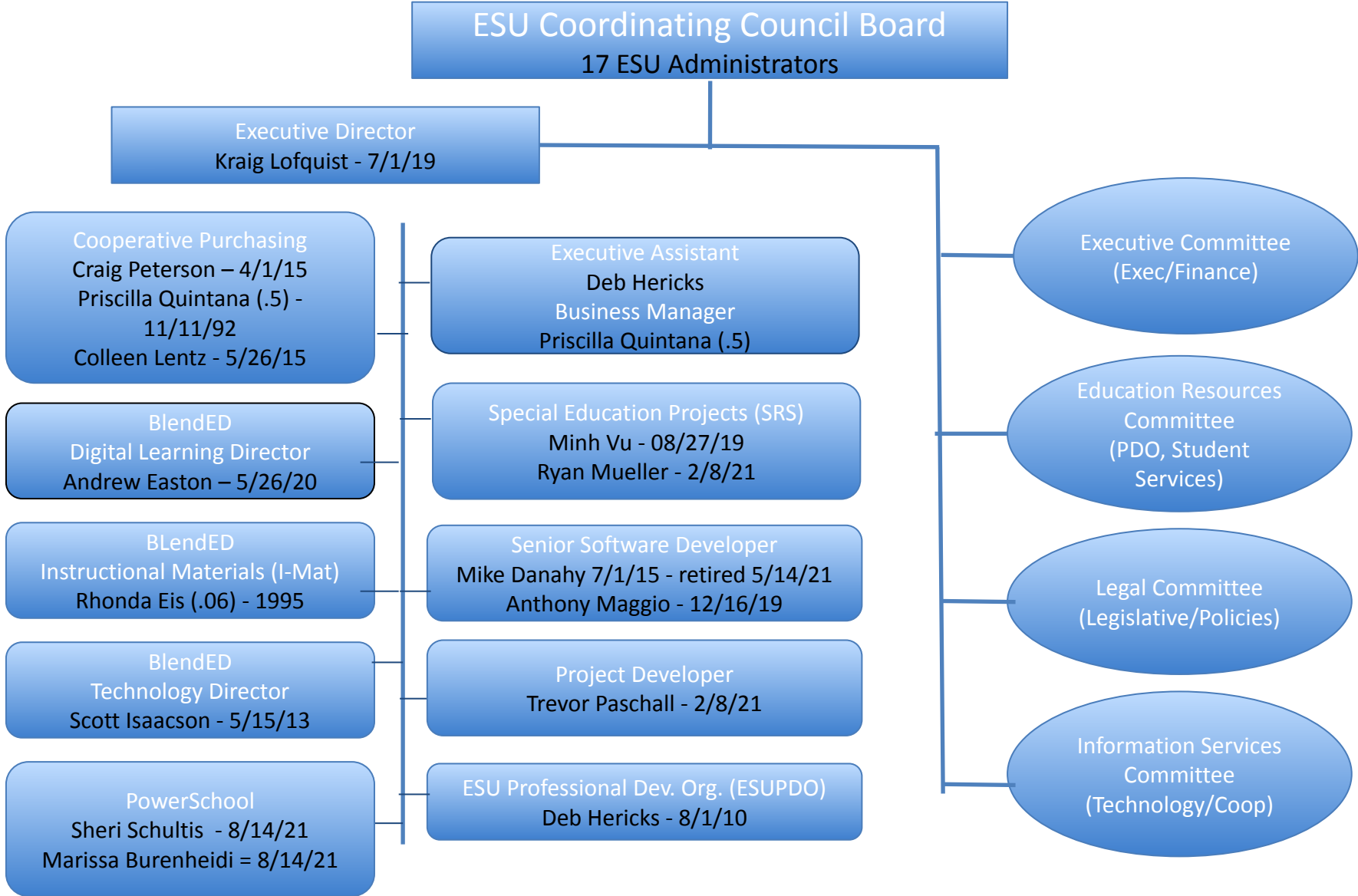


*Serving the schools of Boone, Butler, Colfax, Merrick, Nance, Platte, and Polk counties*

- Mental Health: By May 2022, the Mental Health Department will formalize a belief system and solidify service delivery across districts utilizing consistent protocols.
- Migrant: By the end of the 21-22 MEP performance period, we will increase the communication, engagement, and participation among migrant families and students.
- Network Operations:
- Production: By July 2022, ensure that every staff member is trained and proficient in every area of the department.
- Professional Development: By May 2022, we will develop and implement a process to maximize and optimize our service planning and delivery.
- Psychology: By May of 2022, members of our department will intentionally select, participate in, and apply professional development learning to meet the needs of our districts.
- Speech: By May 20, 2022, the Speech Department will share a presentation with current districts and ESU 7 Administrators about the roles and responsibilities of Speech Language Pathologists in schools.
- Vision:

# ESUCC Organizational Chart

As of 7/1/21



# Board & Administrator

## FOR SCHOOL BOARD MEMBERS

September 2021 Vol. 35, No. 5

### School board meeting refresh

Consider new ways to conduct your school board meeting in the coming school year. The way you prepare for your meeting might need to change in light of the “new normal” post-coronavirus.

When preparing for the next school board meeting, consider the following:

- **Virtual meetings.** Appreciate that many stakeholders may continue to virtually participate in the meeting. Your agenda may need to detail the transition to in-person meetings and reflect how the meeting will be conducted to allow for both in-person and online participation. Meeting procedures and the time allotted for each agenda item may need to be adjusted to accommodate different meeting formats.

- **Public comment.** The board will need to continue to provide a means for virtual public comment on agenda items. Review district policies for collecting and meaningfully considering public comment. Be certain to document that the board considered all input from stakeholders.

- **Open meetings.** Ensure that procedures are in place to make meetings open to the public as required by law, via live streaming technology, archived recordings accessible on the district’s website, or broadcasts through cable channels, YouTube, or other platforms. Assign a board member to maintain an accurate and current events calendar

that provides the required notice to the public of open meetings according to state sunshine laws.

- **Accessibility.** Revisit your website and correspondence to ensure that board policies and procedures are accessible to all stakeholders. Don’t overlook how stakeholders may address the board, provide input, and comment.

- **Agenda items.** Expect that many of the high-priority issues at the start of the school year might involve COVID-19 health and safety protocols, recovery services due as a result of learning loss during the pandemic, accommodating continuing online learners, staffing and budgeting stressors, requests for hybrid instruction, and mask and vaccine policies. The board should prepare in advance to present a united front on these issues and navigate the “new normal” as a group. Determine what topics are of current interest and prioritize them. Include details for each meeting agenda item and delegate time parameters. Document any special meetings and agenda items that require board approval.

Your next board meeting should embrace all of the new ways to participate and collaborate. Consider the start of the 2021-22 school year a “fresh start” and an opportunity to strengthen and support the board’s working partnership with stakeholders. ■

### Honor your retiring superintendent

The retirement of a superintendent can be bitter-sweet for both the superintendent and the school board, especially if board members developed a good

working relationship with the superintendent during her tenure. Before your superintendent departs, consider holding an event to honor her accomplishments.

When Jean Shumate, former superintendent for the Stanwood-Camano (Wash.) School District, retired on June 30, members of the school board spoke about her achievements during a public meeting. For example, one board member highlighted how Shumate helped the district overcome a financial crisis and rebuild its general fund.

You can do something similar for your retiring superintendent by:

- Inviting current and former board members who worked with the superintendent to her last board meeting.
- Having board members say a few remarks about the superintendent's contributions to the district.
- Presenting the superintendent a retirement gift, such as an engraved glass award or fountain pen. ■

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## **Refine your school board's committees**

The first board meeting in the new school year is probably the best time to examine the board's governance needs and determine whether your board committees need to be adjusted to align with those needs. School boards should refrain from continuing the same committees year-to-year, and target groups to focus on specific current needs.

There are essential core committees that every school board should have, such as governance, development, finance, academic excellence, director support and evaluation, audit, budget, planning, development, and public engagement committees. However, your board should consider smaller, more directed, groups to tackle special projects. Committees to handle fundraising, curriculum, or buildings and facilities might be needed. Citizen advisory committees for adult community education, career and technical education, and advanced academic programs might also prove beneficial. Also, consider a committee to review and revise the board's by laws, especially after the changes that resulted from the pandemic.

Each committee should have a "job description" and goals. While committee members might develop goals, the board should supply some direction to ensure that each committee stays focused.

Discuss whether committee chairs and vice chairs should be board members.

The board should also ensure that the board's governance manual identifies standing committees and includes procedures for meetings, conducting business, and reporting at each board meeting. The committees' work can help to facilitate the board's decision-making. They should meet regularly between board meetings, take attendance, and remain accountable to the group and to the board. Board policies and procedures should also reflect rules for committees, including tracking attendance, keeping minutes, documenting decisions, and archiving notes. The school board president, director, or chair should have a role in each committee, even if that means only sitting-in on a meeting each month to keep abreast of the committee's progress.

This year, the board's public advisory committee may face the biggest demands, having to address the transition back to in-person instruction, health and safety protocols, mask mandates, vaccination requirements, and recovery services for learning loss. Anticipate this need when organizing your committees to avoid insufficient membership on committees and committee member burnout. ■

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## **Communicate questions, concerns before the board meeting**

Communication is a two-way street. Just as board members expect the superintendent to inform them of potential issues before they show up on the board meeting agenda, board members should also relay their concerns to the superintendent in a timely manner.

If you have questions about district opera-

tions or doubts about a specific hot-button issue, communicate directly with the superintendent or board president at least a few days in advance of the next board meeting. This will allow you to air out your concerns and provides the superintendent sufficient time to research the issue and prepare a solution. ■

**From:** Mindy Reed mreed@esu7.org  
**Subject:** News Release: NASB Announces Awards of Achievement to local School Board Members  
**Date:** September 10, 2021 at 12:07 PM  
**To:**



**From:** Matt Belka <[mbelka@nasbonline.org](mailto:mbelka@nasbonline.org)>  
**Subject:** News Release: NASB Announces Awards of Achievement to local School Board Members  
**Date:** September 3, 2021 at 12:21:14 PM CDT  
**To:** Matt Belka <[mbelka@nasbonline.org](mailto:mbelka@nasbonline.org)>

The Nebraska Association of School Boards (NASB), Board of Directors and staff, recognized the 2021 Award of Achievement recipients during the Norfolk Area Meeting on Wednesday, September 1, 2021.

NASB is a private, nonprofit organization that serves the needs of Nebraska public school districts and Educational Service Unit board members. Nebraska's 1,700 school board members from across the state may participate in board development training throughout the year by attending workshops and conferences to help strengthen their role in governance, legislative advocacy, and stewardship of district resources in support of student achievement. In recognition of their volunteer time and commitment to education, the Association commends continued participation and growth in knowledge and best practice governance.

Through the Awards of Achievement program, the following board members were recognized at the meeting for their outstanding excellence for achieving new levels of success during the awards year.

- |           |                                   |                 |
|-----------|-----------------------------------|-----------------|
| • Level 4 | Bancroft-Rosalie Community School | Trevor Bonneau  |
| • Level 4 | Bancroft-Rosalie Community School | Mike Nottlemann |
| • Level 5 | Bancroft-Rosalie Community School | Pat Browning    |
| • Level 2 | Clarkson Public Schools           | Rhonda Hanel    |
| • Level 2 | Clarkson Public Schools           | Jeremy Indra    |
| • Level 4 | Clarkson Public Schools           | Tiffany Baumert |
| • Level 1 | Creighton Public Schools          | Toni Tauber     |
| • Level 2 | Creighton Public Schools          | Matt Fritz      |
| • Level 3 | Creighton Public Schools          | Dixie Hanefeldt |
| • Level 3 | Creighton Public Schools          | Greg Kuhlman    |
| • Level 4 | Creighton Public Schools          | Duane Fanta     |
| • Level 2 | Crofton Community Schools         | Travis Poppe    |
| • Level 3 | Crofton Community Schools         | Lisa Van Heek   |
| • Level 1 | Elgin Public Schools              | Eric Beckman    |
| • Level 1 | ESU 7                             | Bob Arp         |
| • Level 1 | ESU 7                             | Dawn Lindsley   |
| • Level 3 | ESU 7                             | Marni Danhauer  |
| • Level 4 | ESU 7                             | Jennifer Miller |
| • Level 5 | ESU 7                             | Doug Pauley     |
| • Level 5 | ESU 7                             | Joyce Baumert   |
| • Level 6 | ESU 7                             | Gary Wieseler   |
| • Level 2 | Laurel-Concord-Coleridge School   | Angela Johnson  |
| • Level 2 | Laurel-Concord-Coleridge School   | Grant Settje    |
| • Level 2 | Laurel-Concord-Coleridge School   | Scott Taylor    |
| • Level 4 | Laurel-Concord-Coleridge School   | Dustin Thompson |
| • Level 5 | Laurel-Concord-Coleridge School   | Carol Erwin     |
| • Level 6 | Laurel-Concord-Coleridge School   | Jay Hall        |
| • Level 2 | Newman Grove Public Schools       | Becky Wallin    |
| • Level 2 | Newman Grove Public Schools       | Ginger Puhl     |

• Level 2 Jorgensen	NEWMAN GROVE PUBLIC SCHOOLS	Ginger Dunn
• Level 5	Newman Grove Public Schools	Jeanie McCloud
• Level 1	Norfolk Public Schools	Brenda Carhart
• Level 5	Norfolk Public Schools	Tammy Day
• Level 5	Norfolk Public Schools	Sandy Wolfe
• Level 1	O'Neill Public Schools	Barton Becker
• Level 1	O'Neill Public Schools	Michael Hammerlun
• Level 5	Osmond Community Schools	Mark Moes
• Level 1	Plainview Public Schools	Jim Thor
• Level 1	Plainview Public Schools	Wyatt Frahm
• Level 5	Ponca Public Schools	John Gill
• Level 6	Ponca Public Schools	Phil Kramper
• Level 8	Ponca Public Schools	Richard Dohma
• Level 4	Randolph Public Schools	Sandy Owens
• Level 1	Schuyler Community Schools	Guadalupe Marino
• Level 1	Schuyler Community Schools	Alejandrina Lanuza
• Level 1	Schuyler Community Schools	Renee Sayer
• Level 6	Schuyler Community Schools	Chuck Misek
• Level 8	Schuyler Community Schools	Richard Brabec
• Level 1	Stanton Community Schools	David Morfeld
• Level 1	Stanton Community Schools	Nelson Vollbrecht
• Level 4	Stanton Community Schools	Colleen Butterfield
• Level 1	Wakefield Community School	Emily Godinez
• Level 1	Wakefield Community School	Jim Litchfield
• Level 1	Wakefield Community School	Eric Riewer
• Level 3	Wakefield Community School	Sherry Lundahl
• Level 5	Wakefield Community School	Bree Brown
• Level 1	Wayne Community Schools	Jeryl Nelson
• Level 2	Wayne Community Schools	Sylvia Ruhl
• Level 2	Wayne Community Schools	Justin Davis
• Level 2	Wayne Community Schools	Lynn Junck
• Level 3	Wayne Community Schools	Jodi Pulfer
• Level 1	Wisner-Pilger Public Schools	Byron Keller
• Level 7	Wisner-Pilger Public Schools	Mark Glaubius
• Level 8	Wisner-Pilger Public Schools	David Raabe

Board members are awarded for their advocacy efforts, participation in NASB Services and Programs, as well as attendance at NASB workshops and events. Just as board members have made a commitment to provide a quality education for students in their districts, NASB strives to provide quality resources and opportunities for its members. There are ten total levels of achievement that carry over year to year. To learn more, visit <http://members.nasbonline.org/index.php/programs-services/awards-of-achievement-program>

Attached are photos of most of the recipients in attendance. Please contact me for further information, if needed.

Thank you  
Matt Belka

**Matt Belka**

## Director of Marketing, Communications & Advocacy

1311 Stockwell Street  
Lincoln, Nebraska 68502  
Direct: 402-817-0293  
Toll Free: 800-422-4572  
[www.NASBonline.org](http://www.NASBonline.org)  
[www.twitter.com/NASBonline](https://www.twitter.com/NASBonline)  
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The Nebraska Association of School Boards provides programs, services, and advocacy to strengthen public education for all Nebraskans.

LEADERSHIP – INNOVATION – VISION – ENGAGEMENT – #liveNASB #weLIVEhere

What's moved (Bill Status), priorities (P), positions, talking points (Summary) and more.  
Sort & see the latest updates to NASB's Bills Page now at: <https://nasb.envisiams.com/legislative-bills>

### **[NASB's COVID-19 RESOURCE PAGE](#)**

[Watch – “I Am Public Education in Nebraska”](#)  
[Watch – “That’s Why I Serve”](#)

#### **AREA MEMBERSHIP MEETINGS**

September 8 - Kearney  
September 15 - York  
September 29 - Fremont  
October 5 – La Vista  
October 6 - Nebraska City

#### **FACILITIES & CONSTRUCTION WORKSHOP**

September 9 - Kearney

#### **NASB MEMBER ZOOM W/ UNMC**

September 13

#### **NEEDS - RESOURCES: UNDERSTANDING HOW THE STATE FUNDS YOUR DISTRICT**

September 21 - Wakefield  
September 22 - O'Neill  
October 26 - Ogallala  
October 27 - Alliance  
November 2 - Bartley  
November 3 - Grand Island  
December - Broken Bow

#### **TOUGH TIMES & TOUGH MEETINGS: THE BOARD'S ROLE IN NAVIGATING HOT BUTTON ISSUES**

September 23 - Virtual

#### **LABOR RELATIONS CONFERENCE**

October 12-13 - Lincoln

#### **5<sup>TH</sup> ANNUAL SPARQ TAILGATE PARTY**

October 30 - Embassy Suites - Lincoln

#### **STATE EDUCATION CONFERENCE**

**STATE EDUCATION CONFERENCE**  
November 17-19 - CHI Health Center, Omaha

***Learn more and register at [www.NASBonline.org](http://www.NASBonline.org)***

Full Name	Contact Type	Points	Award Level
Bob Arp	Board Member	55	Point Award - Level I
Dan Hoesly	Board Member	475	Point Award - Level IV
Dawn Lindsley	Board Member	55	Point Award - Level I
Donald Ellison	Board Member	1,227	Point Award - Level VII
Doug Pauley	Board Member	540	Point Award - Level V
Gary Wieseler	Board Member	760	Point Award - Level VI
Jack Young	Board Member	465	Point Award - Level IV
Jennifer Miller	Board Member	410	Point Award - Level IV
Joyce Baumert	Board Member	525	Point Award - Level V
Marni Danhauer	Board Member	290	Point Award - Level III
Richard Luebbe	Board Member	460	Point Award - Level IV
Richard Stephens	Board Member	1,155	Point Award - Level VII

A large red geometric graphic consisting of several overlapping trapezoidal shapes, positioned in the upper left corner of the slide.

# ESU 7 Board Meeting

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September 13, 2021

# Admin Report Overview

- Goals
- ESUCC Update
- Board Election Information
- Upcoming Events
- Board & Administrator Newsletter
- NASB Awards of Achievement
- October Work Session
- Services Update
- Facilities Update
- Personnel
- Legislative Update
- Committee Reports

# Admin Report - Goals



## ESU 7 Goals

### Board of Directors

- [Goal 1:](#)
- [Goal 2:](#)
- [Goal 3:](#)
- [Goal 4:](#)

### Administrator

- [Goal 1:](#)
- [Goal 2:](#)
- [Goal 3:](#)

### Directors

- [Goal 1:](#) By July 31, 2022, Directors will identify different methods of measurement and visualization of key data points on service performance and service selection.

### Agency Team

- [Goal 1:](#) By May 20, 2022, Agency Team will coordinate the implementation of agency wide processes by documenting progress on all topics
- [Goal 2:](#) In order to meet our vision, Agency Team will develop processes to enable staff to provide innovative services and to grow as professionals.

### Departments

- [Administration:](#) By July 31, 2022 ESU 7 will fully implement a document management system across departments.
- [Cen7ter:](#) Cen7ter staff will increase their team mentality and get to know each other better by implementing a team building exercise at least once per month in order to collaborate more effectively.
- [Early Childhood:](#) By May 2022, Early Childhood team will develop and clarify roles, responsibilities and expectations amongst service providers from different agencies or districts.
- [Grants:](#) By May 2022, the Grants Department will have a document prepared to be disseminated to districts (Google Doc & Hardcopy) which outlines services and resources available.
- [Learning Academy:](#) By May 2022, Learning Academy staff will learn how to navigate and implement Cellus to effectively support our students in progressing academically as evidenced by student progress and grades.

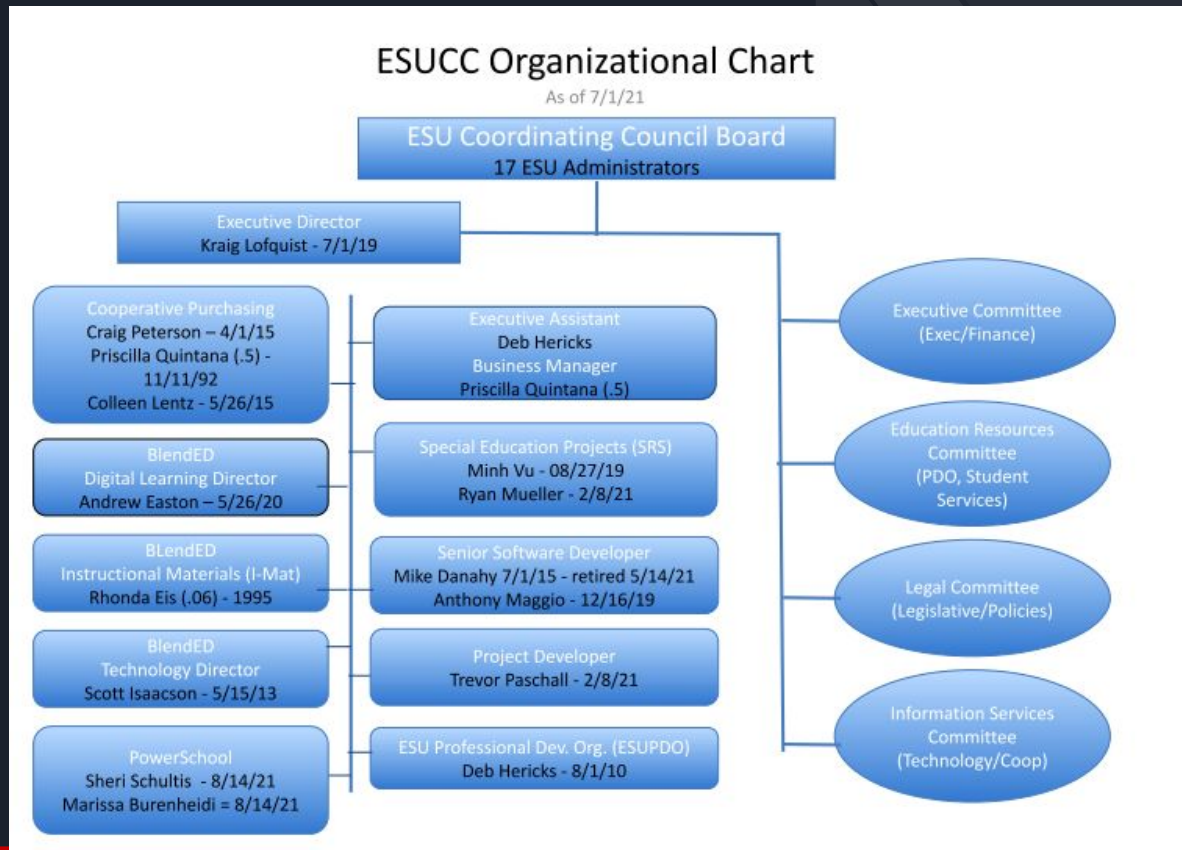


- [Mental Health:](#) By May 2022, the Mental Health Department will formalize a belief system and solidify service delivery across districts utilizing consistent protocols.
- [Migrant:](#) By the end of the 21-22 MEP performance period, we will increase the communication, engagement, and participation among migrant families and students.
- [Network Operations:](#)
- [Production:](#) By July 2022, ensure that every staff member is trained and proficient in every area of the department.
- [Professional Development:](#) By May 2022, we will develop and implement a process to maximize and optimize our service planning and delivery.
- [Psychology:](#) By May of 2022, members of our department will intentionally select, participate in, and apply professional development learning to meet the needs of our districts.
- [Speech:](#) By May 20, 2022, the Speech Department will share a presentation with current districts and ESU 7 Administrators about the roles and responsibilities of Speech Language Pathologists in schools.
- [Vision:](#)



# Admin Report - ESUCC Update

- Organizational Structure



# Admin Report - Board Member Election Information

- Elections 2022 - Filing deadline June 15, 2022
  - District 1 - Richard Stephens
  - District 3 - Jennifer Miller
  - District 5 - Jack Young
  - District 7 - Dan Hoesly
  - District 9 - Joyce Baumert
  - District 11 - Donald Ellison

# Admin Report - Upcoming Events

- Labor Relations Conference - October 12-13 in Lincoln
- State Education Conference - November 17-19 in Omaha



# Admin Report - Board & Administrator

Supplement to LRP Publications, Inc.

## Board & Administrator

FOR SCHOOL BOARD MEMBERS

September 2021 Vol. 35, No. 5

### School board meeting refresh

Consider new ways to conduct your school board meeting in the coming school year. The way you prepare for your meeting might need to change in light of the "new normal" post-coronavirus.

When preparing for the next school board meeting, consider the following:

- **Virtual meetings.** Appreciate that many stakeholders may continue to virtually participate in the meeting. Your agenda may need to detail the transition to in-person meetings and reflect how the meeting will be conducted to allow for both in-person and online participation. Meeting procedures and the time allotted for each agenda item may need to be adjusted to accommodate different meeting formats.

- **Public comment.** The board will need to continue to provide a means for virtual public comment on agenda items. Review district policies for collecting and meaningfully considering public comment. Be certain to document that the board considered all input from stakeholders.

- **Open meetings.** Ensure that procedures are in place to make meetings open to the public as required by law, via live streaming technology, archived recordings accessible on the district's website, or broadcasts through cable channels, YouTube, or other platforms. Assign a board member to maintain an accurate and current events calendar

that provides the required notice to the public of open meetings according to state sunshine laws.

- **Accessibility.** Revisit your website and correspondence to ensure that board policies and procedures are accessible to all stakeholders. Don't overlook how stakeholders may address the board, provide input, and comment.

- **Agenda items.** Expect that many of the high-priority issues at the start of the school year might involve COVID-19 health and safety protocols, recovery services due as a result of learning loss during the pandemic, accommodating continuing online learners, staffing and budgeting stressors, requests for hybrid instruction, and mask and vaccine policies. The board should prepare in advance to present a united front on these issues and navigate the "new normal" as a group. Determine what topics are of current interest and prioritize them. Include details for each meeting agenda item and delegate time parameters. Document any special meetings and agenda items that require board approval.

Your next board meeting should embrace all of the new ways to participate and collaborate. Consider the start of the 2021-22 school year a "fresh start" and an opportunity to strengthen and support the board's working partnership with stakeholders. ■

### Honor your retiring superintendent

The retirement of a superintendent can be bittersweet for both the superintendent and the school board, especially if board members developed a good

working relationship with the superintendent during her tenure. Before your superintendent departs, consider holding an event to honor her accomplishments.

Advising administrators and boards in the U.S. and Canada for more than 25 years. WWW address: <http://www.lrp.com>  
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### B&A For School Board Members

When Jean Shumate, former superintendent for the Stanwood-Camano (Wash.) School District, retired on June 30, members of the school board spoke about her achievements during a public meeting. For example, one board member highlighted how Shumate helped the district overcome a financial crisis and rebuild its general fund.

You can do something similar for your retiring superintendent by:

- Inviting current and former board members who worked with the superintendent to her last board meeting.
- Having board members say a few remarks about the superintendent's contributions to the district.
- Presenting the superintendent a retirement gift, such as an engraved glass award or fountain pen. ■

### Refine your school board's committees

The first board meeting in the new school year is probably the best time to examine the board's governance needs and determine whether your board committees need to be adjusted to align with those needs. School boards should refrain from continuing the same committees year-to-year, and target groups to focus on specific current needs.

There are essential core committees that every school board should have, such as governance, development, finance, academic excellence, director support and evaluation, audit, budget, planning, development, and public engagement committees. However, your board should consider smaller, more directed, groups to tackle special projects. Committees to handle fundraising, curriculum, or buildings and facilities might be needed. Citizen advisory committees for adult community education, career and technical education, and advanced academic programs might also prove beneficial. Also, consider a committee to review and revise the board's by laws, especially after the changes that resulted from the pandemic.

Each committee should have a "job description" and goals. While committee members might develop goals, the board should supply some direction to ensure that each committee stays focused.

Discuss whether committee chairs and vice chairs should be board members.

The board should also ensure that the board's governance manual identifies standing committees and includes procedures for meetings, conducting business, and reporting at each board meeting. The committees' work can help to facilitate the board's decision-making. They should meet regularly between board meetings, take attendance, and remain accountable to the group and to the board. Board policies and procedures should also reflect rules for committees, including tracking attendance, keeping minutes, documenting decisions, and archiving notes. The school board president, director, or chair should have a role in each committee, even if that means only sitting-in on a meeting each month to keep abreast of the committee's progress.

This year, the board's public advisory committee may face the biggest demands, having to address the transition back to in-person instruction, health and safety protocols, mask mandates, vaccination requirements, and recovery services for learning loss. Anticipate this need when organizing your committees to avoid insufficient membership on committees and committee member burnout. ■

### Communicate questions, concerns before the board meeting

Communication is a two-way street. Just as board members expect the superintendent to inform them of potential issues before they show up on the board meeting agenda, board members should also relay their concerns to the superintendent in a timely manner.

If you have questions about district opera-

tions or doubts about a specific hot-button issue, communicate directly with the superintendent or board president at least a few days in advance of the next board meeting. This will allow you to air out your concerns and provides the superintendent sufficient time to research the issue and prepare a solution. ■

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**ESU7**

Educational Service Unit 7

Serving the schools of Boone, Butler, Colfax, Merrick, Nassau, Platte, and Polk counties

# Admin Report - NASB Awards of Achievement

The Nebraska Association of School Boards (NASB), Board of Directors and staff, recognized the 2021 Award of Achievement recipients during the Norfolk Area Meeting on Wednesday, September 1, 2021.

NASB is a private, nonprofit organization that serves the needs of Nebraska public school districts and Educational Service Unit board members. Nebraska's 1,700 school board members from across the state may participate in board development training throughout the year by attending workshops and conferences to help strengthen their role in governance, legislative advocacy, and stewardship of district resources in support of student achievement. In recognition of their volunteer time and commitment to education, the Association commends continued participation and growth in knowledge and best practice governance.

Through the Awards of Achievement program, the following board members were recognized at the meeting for their outstanding excellence for achieving new levels of success during the awards year.

• Level 4	Bancroft-Rosalie Community School	Trevor Bonneau
• Level 4	Bancroft-Rosalie Community School	Mike Nottlemann
• Level 5	Bancroft-Rosalie Community School	Pat Browning
• Level 2	Clarkson Public Schools	Rhonda Hanel
• Level 2	Clarkson Public Schools	Jeremy Indra
• Level 4	Clarkson Public Schools	Tiffany Baumert
• Level 1	Creighton Public Schools	Toni Tauber
• Level 2	Creighton Public Schools	Matt Fritz
• Level 3	Creighton Public Schools	Dixie Hanefeldt
• Level 3	Creighton Public Schools	Greg Kuhlman
• Level 4	Creighton Public Schools	Duane Fanta
• Level 2	Crofton Community Schools	Travis Poppe
• Level 3	Crofton Community Schools	Lisa Van Heek
• Level 1	Elgin Public Schools	Eric Beckman
• Level 1	ESU 7	Bob Arp
• Level 1	ESU 7	Dawn
• Level 3	ESU 7	Marni
• Level 4	ESU 7	Jennifer
• Level 5	ESU 7	Doug Pauley
• Level 5	ESU 7	Joyce
• Level 6	ESU 7	Gary
• Level 4	Danhauer	
• Level 4	Miller	
• Level 5	Baumert	
• Level 6	Wieseler	

Full Name	Contact Type	Points	Award Level
Bob Arp	Board Member	55	Point Award - Level I
Dan Hoesly	Board Member	475	Point Award - Level IV
Dawn Lindsley	Board Member	55	Point Award - Level I
Donald Ellison	Board Member	1,227	Point Award - Level VII
Doug Pauley	Board Member	540	Point Award - Level V
Gary Wieseler	Board Member	760	Point Award - Level VI
Jack Young	Board Member	465	Point Award - Level IV
Jennifer Miller	Board Member	410	Point Award - Level IV
Joyce Baumert	Board Member	525	Point Award - Level V
Marni Danhauer	Board Member	290	Point Award - Level III
Richard Luebbe	Board Member	460	Point Award - Level IV
Richard Stephens	Board Member	1,155	Point Award - Level VII

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Educational Service Unit 7

Serving the schools of Boone, Butler, Colfax, Morrill, Nance, Platte, and Polk counties

# Admin Report - October Work Session

- Administrator Polk would like to have a work session October 18, 2021 to write goals with the Board. The work session will start at 5:45pm. The October Board Meeting will start at 6:30pm..



# Admin Report - Services

- Quarterly Update
- [SIMPL Update](#)



# Admin Report - Facilities

- Sidewalks
- Audio/Visual Update



# Admin Report - Personnel (New Hire)

- Macy Bakenhus, Paraprofessional.



# Admin Report - Legislative Update

- Educator's Call to Action September 15-17, 2021
- Monday, September 13 - Thursday, September 30
  - Tentative dates for special legislative session regarding redistricting
- Friday, October 29
  - The Nebraska Economic Forecasting Advisory Board meets at 1:00pm - State Capital, Room TBA, Lincoln, NE

# Committee Reports

- Budget Committee Meeting
- Negotiations Committee Report
- Administrator Evaluation Committee Report
  - Timeline in Agenda



# Quarterly Update

July 2021 - September 2021

## Administrator: Dr. Larianne Polk

### Component 1. Relations with the Board

- Administrator Board Report: June and August
- Policy reviews:
  - Article III, Section 1, D Requests, Costs, and Payment
  - Article III, Section 7, G Internet Safety Policy
  - Article V, Section 5, A Child Abuse and Neglect
  - Article V, Section 5, C Use of Restraint and Seclusion
  - Article V, Section 5, D Removal of Students and Interview of Students
  - Article V, Section 6, B Search and Seizure
  - Article V, Section 6, C Anti-Bullying
  - Article V, Section 7, B Dispensing Medications
  - Article V, Section 7, E Emergency Medical Aid
  - Article V, Section 7, F Wellness
  - Article IV, Section 5, E Professional Boundaries Between Employees and Students
  - Article IV, Section 10, D Standards of Ethical and Professional Performance for Professional Employees
  - Article IV, Section 11, D Standards of Ethical and Professional Performance for Classified Staff
  - Article V, Section 1, A Policy of Non-Discrimination
  - Article III, Section 1, E Use of Funds from Other Sources
  - Article III, Section 2, A Fiscal Year
  - Article III, Section 2, B Budget Preparation
  - Article III, Section 4, F Internal Controls
  - Article IV, Section 1, B Equal Opportunity Employment
  - Article III, Section 9, A Records Management and Disposition
  - Article III, Section 7, A Community Use of ESU Facilities
  - Article II, Section 8, A Personal Presence at Meetings and Telephone Conference or Videoconference Meetings
  - Article II, Section 9, F Public Comment
- ESUCC Updates to Board: June and August
- Committee Meetings
  - Budget: June and August
- Email Communication: COVID Correspondence, Legislative updates, Board packets, NASB Board, and DYKs
- Monthly Meeting with the Board President: June and August
- Monthly Meeting with the Board Vice President: June
- Board Members that utilize Health Insurance: Dan Hoesly and Jack Young utilize Dental

### Administrator Goal 1:

### Component 2. Community Relationships

- Attend and Participate in ESUCC/NDE Collaborative Planning Meetings: Ongoing
- Partnership with CCC regarding Distance Learning
- Partnership Opportunities since January 1: Problem solving with Nebraska Department of Education and ESU Coordinating Council 2-3x/wk, ESU Coordinating Council Leadership Meetings 1-2x/wk, East Central District Health Department with Superintendents 2-4x/wk, Central District Health Department with Merrick Foundation and Superintendents 1-2x/wk, Four Corners District Health Department with Superintendents 1x/wk, Director meetings 3-6x/wk, Agency Team 1-2x/wk, and Communications Campaign.

*Did You Know...*

## OUR SAFE RETURN TO SERVICE PLAN IS PUBLISHED

The ESU 7 Board approved the ESU 7 Safe Return to Services/Instruction plan on August 18. You may access the plan by scanning the QR code below or by clicking on the board page of the ESU 7 website, [www.esu7.org/Information>Board](http://www.esu7.org/Information>Board). The PDF is located at the bottom of the page.

DYK... ESU 7 SOCIAL MEDIA NEEDS YOUR HELP!

HELP US COMMUNICATE OUR STORIES! EMAIL ME IF YOU ARE INTERESTED.

We need you!! Please join us!

**SIGN UP NOW!!**



**Board Goal 2:**

**Administrator Goal 2:**

**Administrator Goal 3:**

**Cen7ter Goal:** Cen7ter staff will increase their team mentality and get to know each other better by implementing a team building exercise at least once per month in order to collaborate more effectively.

**Component 3. Staff and Personnel Relationships**

- Agency Team meetings: August
- Agency Team Focus Group: June
- Committee Meetings: All Staff and Safety
- All Staff Meeting: August
- Director Meetings: Multiple times a week in July, August, and September
- Ongoing Staff Evaluation and Goal Setting
- Production Department Transition: Ongoing
- Did You Knows: June and August

**Administrator Goal 3:**

**Agency Team Goal 1:** By May 20, 2022, Agency Team will coordinate the implementation of agency wide processes by documenting progress on all topics.

**Agency Team Goal 2:** In order to meet our vision, Agency Team will develop processes to enable staff to provide innovative services and to grow as professionals.

**Administration Goal:** By July 31, 2022 ESU 7 will fully implement a document management system across departments.

**Early Childhood Goal:** By May 2022, the Early Childhood team will develop and clarify roles, responsibilities, and expectations amongst service providers from different agencies or districts.

**Grants Goal:** By May 2022, the Grants Department will have a document prepared to be disseminated to districts (Google Doc & Hardcopy) which outlines services and resources available.

**Mental Health Goal:** By May 2022, the Mental Health Department will formalize a belief system and solidify service delivery across districts utilizing consistent protocols.

**Migrant Goal:** By the end of the 21-22 MEP performance period, we will increase the communication, engagement, and participation among migrant families and students.

**Network Ops Goal:**

**Production Goal:** By July 2022, ensure that every staff member is trained and proficient in every area of the department.

**Professional Development Goal:** By May 2022, we will develop and implement a process to maximize and optimize our service planning and delivery.

**Psychology Goal:** By May of 2022, members of our department will intentionally select, participate in, and apply professional development learning to meet the needs of our districts.

**Speech Goal:** By May 20, 2022, the Speech Department will share a presentation with current districts and ESU 7 Administrators about the role and responsibilities of Speech Language Pathologists in schools.

**Vision Goal:**



**Component 4. Educational Leadership**

- Superintendent Meetings: Bi-weekly in July, August, and September
- SIMPL training and ongoing correspondence all ESUs with monthly Meetings
- Meetings with Lakeview and Columbus Public School Leadership: Monthly
- Agency Team Meetings: August
- Director Meetings: Multiple times a week in July, August, and September
- Software development meetings for SIMPL: ESU 10 Partnership Ongoing Bi-Weekly
- Chair of ESUCC Special Populations Committee and a member of PD and Executive Committees
- NNNC meetings: Monthly
- ESUCC President (2019-2021)
- Participated in Nebraska ELLC Meetings: June and August
- Participated in Statewide Teacher and Principal Support Conversations
- Member of NRCSA (Nebraska Rural Council of School Administrators) Legislative Committee
- Member of Commissioner's Advisory Group
- Member of Nebraska Schoolmasters Club
- Member of DLRT (Diverse and Learner Ready Teachers) Initiative
- Stakeholder for Nebraska Teacher and Principal Performance Standards
- Co-Facilitate Goal Setting and Data Analysis for High Plains Community Schools Board
- Coordinate ESSA Designations Conversation with ESU 7 Executive Committee and NDE
- Attend and facilitate Joint Bold Step Committee Meetings (Monthly)
- Attended NDE and Admin Days 2021 in July
- Participated in the NDE Deputy Commissioner Search Interviews in August
- Partnership Opportunities since July 1: Problem solving with Nebraska Department of Education



and ESU Coordinating Council 2-3x/wk, ESU Coordinating Council Leadership Meetings 1-2x/wk, East Central District Health Department with Superintendents 1x/wk, Central District Health Department with Merrick Foundation and Superintendents 1x/wk, Four Corners District Health Department with Superintendents 1x/wk, Director meetings 1x/wk, and Communications Campaign.

**Board Goal 1:**

**Administrator Goal 1:**

**Administrator Goal 2:**

**Administrator Goal 3:**

**Learning Academy Goal:** By May 2022, Learning Academy staff will learn how to navigate and implement Acellus to effectively support our students in progressing academically as evidenced by student progress and grades.



Component 5. Business and Finance

- Sign/Inspect Monthly Bills
- Budget Maintenance with Agency Team: Monthly
- Accounts Payable work and examination: Monthly
- Revenue flow status work
- Budget Development work with business manager and Directors: Monthly

**Board Goal 3:**

**Administrator Goal 2:**

**Goal:**

Component 6. Professional/Personal Qualities

- Interactions with ESU staff, school staff, school leadership, and Board
- Monthly Meetings with Coordinators/Directors (Marci, Tami, Dan, Cynthia)
- Monthly Meetings with Support Staff (Linda and Mindy)
- Growth and planning meetings with Production as needed
- Daily Admin Meetings

**Goal:**

Component 7. Professional Growth

- ESUCC Committees and ESUCC/Board Meetings: September
- NNNC Tech Budgeting Discussions: Monthly
- Books Read: 100+ Leaders

**Director Goal:** By July 31, 2022, Directors will identify different methods of measurement and visualization of key data points on service performance and service selection.

Stakeholder Satisfaction	Leadership Practices Inventory	Services Available	Services Accessed	Implementation Objectives Met
2.53	Coming Spring 2022	60	27	Reporting under construction
0=Unsatisfactory	1=Basic	2=Proficient	3=Distinguished	

\* Due to the COVID-19 Pandemic, there were no surveys distributed to stakeholders in the months represented in this Quarterly Update.