



Regular Board of Directors Meeting

Monday, January 20, 2020 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 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:

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): Don Ellison 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 notify the Educational Service Unit Administrator prior to 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. 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)
- Treasurer's Report
- Presentation of the Bills
- Certificated/Classified Hire(s)/Reassignments/Resignation(s)
- 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. Treasurer's Report

Speaker(s): Board President or Designee

Rationale: This is a consent item.

- 3. Presentation of Bills #70291 through #70424 totaling \$ 634,170.87

Speaker(s): Board President or Designee

Rationale:

The summary of bills for the current month total: \$634,170.87 - Bills #70291 through #70424

Check #	Amount	Vendor	Description
70303	\$11,427.87	Capital One	Admin/Board/PD Travel
70309	\$38,040.00	Close up Foundation	Migrant Close up Civic Education
70321	\$7,501.33	Eakes Office Solutions	Copier maintenance/supplies/chair

This is a consent item.

- 4. Mileage Reimbursement Rate

Speaker(s): Administrator or Designee

Rationale: The IRS Mileage rate for 2020 - 2021 is \$0.575 per mile.

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

Reimbursement of Expenses. The ESU will pay the registration costs, tuition costs, fees or charges for attendance by Board members at such approved functions. The ESU will pay mileage at the rate allowed by law (that is, the rate established by the Department of Administrative Services) or actual travel expense if travel is authorized by commercial or charter means. The ESU will pay meals and lodging at a rate not exceeding the applicable federal rate unless a fully itemized claim is submitted substantiating the costs actually incurred in excess of such rate and such additional expenses are expressly approved by the Board.

For employees and volunteers, the ESU will pay costs and make reimbursements in the same manner as provided above for Board member attendance, unless otherwise established by policy, Board action, contract, or negotiated agreement.

This is a consent item.

- 5. Designate depository bank(s)

Speaker(s): Board President or Designee

Rationale: Authorized Depositories, Bonds, Disbursement of Funds requires the ESU 7 Board to annually authorize depositories for ESU 7

Funds. The checking accounts are currently at First National Bank and Trust, Columbus. The Board authorizes the Administrator and Board Treasurer to contact banks in the ESU area to invest money at the best rate.

This is a consent item.

6. Designate Newspapers of Record

Speaker(s): Board President or Designee

Rationale: The Columbus Telegram is a newspaper of general circulation in all counties in the ESU 7 Area. Legal Notices as required will be reported in the Columbus Telegram.

This is a consent item.

6. Election of Board Officers

Speaker(s): Board President or Designee

1. Election of Board President

Speaker(s): Don Ellison or Designee

Rationale:

Recommendation: Discuss, consider and take any necessary action to elect _____ as President of Board of Directors.

Recommended Motion(s):

Motion for Administrator Polk to preside over the nomination and electronic election process. Passed with a motion by Board Member #1 and a second by Board Member #2.

Election of _____ as President of the Board of Directors Passed with a motion by Board Member #1 and a second by Board Member #2.

2. Election of Vice President of the Board of Directors

Speaker(s): Don Ellison or Designee

Rationale:

Recommendation: Discuss, consider and take any necessary action to elect _____ as Vice President of Board of Directors.

Recommended Motion(s):

Election of _____ as Vice President of Board of Directors Passed with a motion by Board Member #1 and a second by Board Member #2.

3. Election of Secretary of Board of Directors

Speaker(s): Don Ellison or Designee

Rationale:

Recommendation: Discuss, consider and take any necessary action to elect _____ as Secretary of Board of Directors.

Recommended Motion(s):

Election of _____ as Secretary of Board of Directors Passed with a motion by Board Member #1 and a second by Board Member #2.

7. Committees, positions, and designations

Speaker(s): Board President or Designee

1. Select Treasurer

Speaker(s): Don Ellison or Designee

Rationale:

Recommendation: Discuss, consider and take any necessary action to appoint _____ as Treasurer to the Board of Directors.

Recommended Motion(s):

Appointment of _____ as Treasurer to the Board of Directors Passed with a motion by Board Member #1 and a second by Board Member #2.

2. Select Recording Secretary

Speaker(s): Don Ellison or Designee

Rationale:

Recommendation: Discuss, consider and take any necessary action to appoint _____ as Secretary to the Board of Directors.

Recommended Motion(s):

Appointment of _____ as Secretary to the Board of Directors Passed with a motion by Board Member #1 and a second by Board Member #2.

3. Select members of Board Committees

Speaker(s): Board President or Designee

Rationale: Members of the Board will choose Committees to partake in.

8. Board Code of Ethics and Oath of Office

Speaker(s): Administrator or Designee

Rationale: Annually, Board Members participate in the Oath of Office and sign their Code of Ethics.

I, _____, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservations, or for purpose or evasions; and that I will faithfully and impartially perform the duties of the office of member of the Board of Educational Service Unit No. 7, according to law, to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or this State by force or violence; and that during such time that I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or this State by force or violence. So help me God.

9. ESU 7 2020-2021 General Calendar

Speaker(s): Larianne Polk

Rationale:

Recommendation: Discuss, Consider and take any necessary action to approve the ESU 7 2020-2021 General Calendar as presented.

Recommended Motion(s):

ESU 7 2020-2021 General Calendar as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

10. Reading of Article III, Section 8A - Disposal of Property, Article IV, 8A - Fair Labor Standards Act (Minimum Wage and Overtime), Article IV 9E - Sick Leave, Article IV, Section 11C - Hiring, Assignment and Dismissal and Article

V, Section 3 - Special Education

Speaker(s): Board President or Designee

Rationale:

Recommendation: Discuss, consider and take all necessary action to approve Reading of Article III, Section 8A - Disposal of Property, Article IV, 8A - Fair Labor Standards Act (Minimum Wage and Overtime), Article IV 9E - Sick Leave, Article IV, Section 11C - Hiring, Assignment and Dismissal and Article V, Section 3 - Special Education

Recommended Motion(s):

Approval of Article III, Section 8A - Disposal of Property, Article IV, 8A - Fair Labor Standards Act (Minimum Wage and Overtime), Article IV 9E - Sick Leave, Article IV, Section 11C - Hiring, Assignment and Dismissal and Article V, Section 3 - Special Education as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

Approval of Article III, Section 8A - Disposal of Property as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

Approval of Article IV, 8A - Fair Labor Standards Act (Minimum Wage and Overtime) as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

Approval of Article IV 9E - Sick Leave as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

Approval of Article IV, Section 11C - Hiring, Assignment and Dismissal as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

Approval of Article V, Section 3 - Special Education as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

11. Coordinating Agency for ESU 7 Special Education Cooperative

Speaker(s): Administrator or Designee

Rationale: ESU 7 continues to serve as the coordinating agency for the ESU 7 Special Education Cooperative for 2020-2021.

Recommended Motion(s):

Discuss, consider and take any action necessary for ESU 7 to continue to serve as the coordinating agency for the ESU 7 Special Education Cooperative for 2020-2021 Passed with a motion by Board Member #1 and a second by Board Member #2.

12. Administrator's Report General

Speaker(s): Administrator or Designee

Rationale: Goals - Attached for your Review
ESUCC Update

Upcoming Events:

Legislative Issues Conference: January 26-27, Lincoln

President's Retreat: January 26-27, Nebraska City

1. Services Update

Speaker(s): Administrator or Designee

Rationale: SIMPL Update

Department Spotlight: Migrant Education Program

2. Facilities Update

Speaker(s): Administrator or Designee

Rationale: Door Lock Conversion
Security System

3. Personnel

Speaker(s): Administrator or Designee

Rationale:

Educator Shortages in Nebraska - See Attached

Classified New Hire: Kim Ruger, Paraprofessional

Kim will join the Cen7ter team as a Paraprofessional. She has experience working with special education students as a Paraprofessional at Carroll Middle School and Lakeview Community Schools. She worked as a Paraprofessional for Lakeview from 2009 to 2019 when she moved to Carroll and has recently returned to the Columbus area. We are fortunate to have her as a member of our team.

4. Legislative Update

Speaker(s): Administrator or Designee

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

13. Committee Reports

Speaker(s): Committee Chair

1. Negotiations Committee Report

Speaker(s): Negotiations Committee Chair

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

14. Adjournment

Speaker(s): Board President or Designee



Regular Board of Directors Meeting

Educational Service Unit 7, Oak Room

2657 44th Avenue

Columbus, NE 68601-8537

Monday, December 16, 2019 at 5:30 PM

Attendance Taken at 5:34 PM.

Joyce Baumert: Absent
Marni Danhauer: Present
Donald Ellison: Present
Dan Hoesly: Present
Doug Kluth: Present
Richard Luebbe: Present
Jennifer Miller: Present
Doug Pauley: Present
Tammy Roh: Present
Richard Stephens: Present
Gary Wieseler: Present
Jack Young: Present

Present: 11, Absent: 1.

Attendance Update Taken at 6:21 PM.

Doug Kluth: Absent

Present: 10, Absent: 2.

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: 5:32pm
President Don Ellison conducted the meeting.

Staff present:

Larianne Polk, Administrator
Linda Shefcyk, Business Manager
Katy McNeil, Secretary to the Board of Directors
Marci Ostmeyer, Professional Development Director
Darus Mettler, Special Education Director
Dan Ellsworth, Network Operations Director
Otis Pierce, Production Coordinator

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 Doug Pauley and a second by Jack Young.

Joyce Baumert: Absent
Marni Danhauer: Yea
Donald Ellison: Yea
Dan Hoesly: Yea
Doug Kluth: Yea
Richard Luebbe: Yea
Jennifer Miller: Yea
Doug Pauley: Yea
Tammy Roh: Yea
Richard Stephens: Yea
Gary Wieseler: Yea
Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

The Board approved the absence of Joyce Baumert due to personal.

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 Jennifer Miller and a second by Tammy Roh.

Joyce Baumert: Absent

Marni Danhauer: Yea

Donald Ellison: Yea

Dan Hoesly: Yea

Doug Kluth: Yea

Richard Luebbe: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Tammy Roh: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

3. Welcome Visitors

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 notify the Educational Service Unit Administrator prior to 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)
- Treasurer's Report
- Presentation of the Bills
- Certificated/Classified Hire(s)/Reassignments/Resignation(s)
- 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 Dan Hoesly and a second by Gary Wieseler.

Joyce Baumert: Absent

Marni Danhauer: Yea

Donald Ellison: Yea

Dan Hoesly: Yea

Doug Kluth: Yea

Richard Luebbe: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Tammy Roh: 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. Treasurer's Report

This is a consent item.

5.3. Presentation of Bills #70163 through #70290 totaling \$ 589,911.03

The summary of bills for the current month total: \$ 589,911.03 - Bills # 70163 through #70290

Inservice bills total: \$ 20.00

Check #	Amount	Vendor	Description
70175	\$6,955.00	Capital One	Admin/Board/PD Travel
70176	\$5,650.08	Capital One	SPED Travel/Supplies
70232	\$5,706.00	RVW, Inc.	Warehouse remodel changes

This is a consent item.

6. Reading of Article I, Section 2, C Chief Administrator Evaluation, Article IV, Section 10, G Evaluations, Article IV, Section 10, I Reduction in Force, Article IV, Section 11, E Evaluations

Recommendation: Discuss, consider and take all necessary action to approve Reading of Article I, Section 2, C Chief Administrator Evaluation, Article IV, Section 10, G Evaluations, Article IV, Section 10, I Reduction in Force, Article IV, Section 11, E Evaluations as presented.

Reading of Article I, Section 2, C Chief Administrator Evaluation as presented Passed with a motion by Jack Young and a second by Gary Wieseler.

Joyce Baumert: Absent
Marni Danhauer: Yea
Donald Ellison: Yea
Dan Hoesly: Yea
Doug Kluth: Yea
Richard Luebbe: Yea
Jennifer Miller: Yea
Doug Pauley: Yea
Tammy Roh: Yea
Richard Stephens: Yea
Gary Wieseler: Yea
Jack Young: Yea
Yea: 11, Nay: 0, Absent: 1

Article IV, Section 10, G Evaluations as presented Passed with a motion by Jennifer Miller and a second by Richard Stephens.

Joyce Baumert: Absent
Marni Danhauer: Yea
Donald Ellison: Yea
Dan Hoesly: Yea

Doug Kluth: Yea
Richard Luebbe: Yea
Jennifer Miller: Yea
Doug Pauley: Yea
Tammy Roh: Yea
Richard Stephens: Yea
Gary Wieseler: Yea
Jack Young: Yea
Yea: 11, Nay: 0, Absent: 1

Article IV, Section 10, I Reduction in Force as presented Passed with a motion by Doug Kluth and a second by Richard Stephens.

Joyce Baumert: Absent
Marni Danhauer: Yea
Donald Ellison: Yea
Dan Hoesly: Yea
Doug Kluth: Yea
Richard Luebbe: Yea
Jennifer Miller: Yea
Doug Pauley: Yea
Tammy Roh: Yea
Richard Stephens: Yea
Gary Wieseler: Yea
Jack Young: Yea
Yea: 11, Nay: 0, Absent: 1

Article IV, Section 11, E Evaluations as presented Passed with a motion by Doug Pauley and a second by Jack Young.

Joyce Baumert: Absent
Marni Danhauer: Yea
Donald Ellison: Yea
Dan Hoesly: Yea
Doug Kluth: Yea
Richard Luebbe: Yea
Jennifer Miller: Yea
Doug Pauley: Yea
Tammy Roh: Yea
Richard Stephens: Yea
Gary Wieseler: Yea

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

7. **Administrator's Report General**

Goals - Attached for your Review

ESUCC Update

Board Insurance - Attached for your review

Quarterly Report - Attached for your review

New Administrator Goals

Board Self-Assessment

Upcoming Events:

President's Retreat: Jan 26-27 in Nebraska City; Feb 16-17 in Sidney; Feb 16-17 in Kearney

Legislative Issues Conference: Feb 9-10 in Lincoln

Goals - Administrator Polk will take feedback from evaluation and self-assessment and create goals for January.

ESUCC - February 12 is the ESUCC Legislative Day at Bromm and Associates where Administrators will share information regarding programming and services provided by ESUs in Nebraska.

Board Insurance - Will be reported on quarterly in conjunction with the Administrator's quarterly report per policy.

Board Self Assessment - The Board will complete a reflective assessment of self as a board member and the board meetings as a whole to create goals and improve as a board. This survey will be available in January to the Board.

7.1. Services Update

SIMPL Update - Matrix

Production Spotlight

Otis Pierce, Production Coordinator, provided a presentation regarding the Production Department. He highlighted the services that the Production Department completes for our districts. Otis shared with the Board information regarding the vast amount of production work that comes from the Production Department each year which included poster printing, Ellison cutouts, printing, laminating, binding and fast backing. He share the total counts by district or printing and the school who utilize the production department the most (Lakeview/Columbus). Otis also shared with the Board the trends in the different services that are offered through the production department.

SIMPL - Dr. Polk shared the Matrix in SIMPL with the Board, showing them the numbering convention and the difference between services with planned usage and actual usage. All ESUs have an inventory in SIMPL. December 17, 2019 will is the annual services planning day with ESU 7 Superintendents.

7.2. Facilities Update

The Administrator will provide a facilities update during this item.

Administrator Polk shared that there were no new leaks found in the Learning Academy.

7.3. Personnel

BOARD RESOLUTION OF ESU 7 IN RECOGNITION AND PROFOUND APPRECIATION OF DISTINGUISHED SERVICE BY MICHELE SELLS, PRODUCTION SUPERVISOR

IN RECOGNITION AND PROFOUND APPRECIATION OF DISTINGUISHED SERVICE
BY MICHELE SELLS

WHEREAS, Michele has always been mindful of the interests of Educational Service Unit and has worked tirelessly to advance ESU 7;

WHEREAS, Michele has provided outstanding support and guidance to ESU 7; and

WHEREAS, Michele has faithfully and with honor, integrity and great distinction served as Production Supervisor for ESU 7 ;

RESOLVED, that the ESU 7 Board of Directors formally acknowledges and extends its profound appreciation to Michele for her thirty-five years of service to ESU 7 and her cause of impact on education. As a token of appreciation, ESU 7 will provide Michele with a gift recognizing her retirement;

RESOLVED FURTHER, that the Board Members of ESU 7 are hereby authorized and directed to take such action as may be necessary, appropriate or advisable to implement this resolution; and

We, the undersigned, hereby certify that the ESU 7 Board is comprised of 12 members, of whom __, constituting a quorum, were present at a meeting duly and regularly called, noticed, convened and held this 16 day of December, 2020, and that the foregoing Resolution was duly adopted at said meeting by the affirmative vote of __ members, and opposed by __ members, and said Resolution has been duly recorded in the Minutes and is in full force and effect.

Discuss, consider and take action necessary to approve the Retirement Resolution for Michele Sells, Production Supervisor as presented Passed with a motion by Doug Pauley and a second by Tammy Roh.

Joyce Baumert: Absent

Doug Kluth: Absent

Marni Danhauer: Yea

Donald Ellison: Yea

Dan Hoesly: Yea
Richard Luebbe: Yea
Jennifer Miller: Yea
Doug Pauley: Yea
Tammy Roh: Yea
Richard Stephens: Yea
Gary Wieseler: Yea
Jack Young: Yea
Yea: 10, Nay: 0, Absent: 2

7.4. Legislative Update

The NRCSA Legislative Committee met to discuss what is likely coming in the legislative arena. The committee held a good discussion on NRCSA's stand on the school funding/property tax relief issue. Generally, the committee believes we should first protect local control (i.e. no new lids), then support the concepts of foundation aid (aid per student) and/or state funding of minimum basic needs for each district. NRCSA also maintains issues such as school reorganization must continue to be local decisions.

Attached - NRCSA Spending Study

Administrator Polk shared with the Board a legislative report from NRCSA.

Redistricting - The unicameral will look at re-districting this year. By state statute, the number of senators can increase by 1 to be 50 which could cause a shift in constituents until the next election cycle.

8. Committee Reports

8.1. Negotiations Committee Report

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

Dr. Polk shared that the Negotiations team has some final language in January for the Special Education Group. More information will be provided to the group on Directors, Classified staff and Administrator in January.

8.2. Administrator Evaluation Committee Report

A report of activities from the Administrator Evaluation Committee will be given during this item.

Chairman Pauley thanked the Board Members who completed the Administrator evaluation this year. Chairman Pauley requested comments and clarification for items rated as basic or proficient. Board Member Jennifer Miller will join the Administrator Evaluation Committee for 2020-2021.

9. Conference Report

Conference Attendees will report on their learnings.

State Education Conference - Board Members reported on their attendance at the annual State Education Conference. Sessions attended of interest included mental health, student technology showcase and safety.

AESA - Board Members and staff shared their experience at the Annual AESA Conference with the Board. Attendees reported attending valuable sessions on working with ELL (English Language Learner) students, Leading with Love, School Redesign, Mental Health Continuum of Supports and much more.

10. Adjournment

The meeting adjourned at 6:57pm.

Minutes respectfully submitted by Katy McNeil, Secretary to the ESU 7 Board of Directors

Dec.'19 Treasurer Report

Beginning Balance December 1, 2019		\$509,607.97	
RECEIPTS			
Property taxes	\$13,280.52		
SPED	\$389,031.86		
General/Flow Through	\$49,050.46		
Grants	\$40,798.03		
TOTAL RECEIPTS	\$492,160.87	\$492,160.87	
		\$1,001,768.84	
Transfer to Money Market		\$340,000.00	-
Total Funds Available		\$661,768.84	
DISBURSEMENTS:			
General Fund	\$198,998.77		
SPED	\$300,722.57		
Grants	\$88,340.04		
Total DISBURSEMENTS Check #70017 thru #70162	\$588,061.38	\$588,061.38	-
Ending balance, DECEMBER 30, 2019		\$73,707.46	

Checking balance			\$73,707.46
Money Market Deposit Account at First National Bank			\$2,355,000.00
Money Market Deposit Account at First National Bank			\$100,000.00
Money Market Deposit Account at Bank of Clarks			\$100,000.00
Money Market Deposit Account at Columbus Bank & Trust			\$100,000.00
Certificate of Deposit - Great Western Bank			\$200,000.00
Certificate of Deposit - First National Bank-Columbus			\$100,000.00
TOTAL CASH ON HAND (includes cash reserve amount below)			\$3,028,707.46

CASH RESERVE	\$1,294,879.97		
Funds that are due to ESU 7			
Grants			(\$1,215,066.65)
Production/Art Media Accounts Receivable	(\$15,504.50)		
Network Support Accounts Receivable	(\$2,070.50)		
Misc. Flow thru Accounts Receivable	(\$4,304.29)		
Outstanding Receivables			(\$21,879.29)
Total due to ESU 7			(\$1,236,945.94)

	2018-2019	2019-2020	2018-2019	2019-2020		
	Dollars Spent Per Month	Dollars Spent Per Month	Percentage spent each month	Percentage spent each month		
September	\$202,681.49	\$233,594.34	7.71%	9.02%	Total Budget	\$14,047,117.89
October	\$202,854.45	\$175,297.11	7.72%	6.77%	30% of budget	\$4,214,135.37
November	\$184,498.40	\$202,501.62	7.02%	7.82%	Total budget spent to date	\$2,874,680.32
December	\$163,233.94	\$165,182.58	6.21%	6.38%		
January	\$183,799.94		6.99%	0.00%	NOTES	
February	\$180,933.62		6.88%	0.00%		
March	\$159,254.61		6.06%	0.00%		
April	\$191,079.86		7.27%	0.00%		
May	\$211,618.36		8.05%	0.00%		
June	\$159,793.86		6.08%	0.00%		
July	\$171,051.50		6.51%	0.00%		
August	\$171,858.59		6.54%	0.00%		
Approved Total General Budget for Levy S			\$2,628,278.46	\$2,589,759.94		
Total Spent to date			\$2,182,658.62	\$776,575.65		
Dollars approved from cash reserve				\$71,189.31		

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00070291	20.48	01/20/20	10013 ACE HARDWARE	C
10	00070292	232.00	01/20/20	190428 ALMQUIST, MALTZAHN, GALLOWAY & LUTH, PC	C
10	00070293	1,202.40	01/20/20	10391 AMAZON	C
10	00070294	769.08	01/20/20	120155 AMY J SLAMA	C
10	00070295	565.50	01/20/20	130180 AMY MAZANKOWSKI	C
10	00070296	579.66	01/20/20	7633 ANA SANTOS	C
10	00070297	2,908.00	01/20/20	10681 APPLE COMPUTER, INC.	C
10	00070298	372.36	01/20/20	8508 APRIL BECKER	C
10	00070299	154.82	01/20/20	20250 BEARD-WARREN HEATING & AIR	C
10	00070300	88.16	01/20/20	6700 BROOKE KAVAN	C
10	00070301	92.80	01/20/20	190669 BROOKE KOLIHA	C
10	00070302	238.46	01/20/20	4901 CAPITAL ONE-ASD PFISTER	C
10	00070303	11,427.87	01/20/20	30039 CAPITAL ONE BANK (USA), N.A.	C
10	00070304	1,608.63	01/20/20	30038 CAPITAL ONE-SPED ARNDT	C
10	00070305	161.92	01/20/20	4553 CAPITAL ONE-SPED METTLER	C
10	00070306	3,398.00	01/20/20	30192 CDW-G	C
10	00070307	865.04	01/20/20	160655 CENTERPOINT ENERGY SERVICES , INC.	C
10	00070308	403.90	01/20/20	30550 CITY OF COLUMBUS WATER & SANIT	C
10	00070309	38,040.00	01/20/20	30628 CLOSE UP FOUNDATION C/O BURKE & HERBERT	C
10	00070310	40.00	01/20/20	30860 COLUMBUS AREA UNITED WAY	C
10	00070311	480.00	01/20/20	31023 COLUMBUS OPTIMIST CLUB	C
10	00070312	860.20	01/20/20	31035 COLUMBUS PUBLIC SCHOOLS GENERAL FUNDS	C
10	00070313	317.00	01/20/20	31039 COLUMBUS SCREEN PRINTING	C
10	00070314	99.99	01/20/20	31230 CONNECTING POINT	C
10	00070315	1,035.00	01/20/20	6165 CONNECTWISE CONTROL	C
10	00070316	198.00	01/20/20	7242 COOPERATIVE EDUCATIONAL SERVICE AGENCY 5	C
10	00070317	350.00	01/20/20	10413 CORTNEY NAGLER	C
10	00070318	215.02	01/20/20	4812 CUBBY'S, INC.	C
10	00070319	225.31	01/20/20	80491 DAN HOESLY	C
10	00070320	354.16	01/20/20	4456 DOUG PAULEY	C
10	00070321	7,501.33	01/20/20	40725 EAKES OFFICE SOLUTIONS	C
10	00070322	504,001.18	01/20/20	50825 ED SERVICE UNIT 7-PAYROLL	C
10	00070323	59.61	01/20/20	50515 ELECTRICAL ENGINEERING & EQ.	C
10	00070324	2,580.42	01/20/20	70428 EMILY DELP	C
10	00070325	183.65	01/20/20	7560 HOSTED SERVICES	C
10	00070326	75.00	01/20/20	50650 ESU 3	C
10	00070327	520.00	01/20/20	50652 ESUCC	C
10	00070328	1,372.26	01/20/20	60018 FALTYS ELECTRIC LLC	C
10	00070329	100.00	01/20/20	3743 FES LLC	C
10	00070330	37.04	01/20/20	60056 FIRST NATIONAL BANK	C
10	00070331	155.00	01/20/20	60346 FREMONT PUBLIC SCHOOL	C
10	00070332	344.52	01/20/20	7510 GARY WIESELER	C
10	00070333	292.50	01/20/20	7013 GREAT PLAINS COMMUNICATIONS	C
10	00070334	26.33	01/20/20	4944 HOBBY LOBBY	C
10	00070335	558.00	01/20/20	80543 HOMETOWN LEASING	C
10	00070336	120.00	01/20/20	80670 HOWELLS-DODGE CONSOLIDATED SCHOOL DIST	C
10	00070337	710.37	01/20/20	80880 HY-VEE	C
10	00070338	99.99	01/20/20	90088 INDOFF INCORPORATED	C
10	00070339	115.00	01/20/20	3344 ISTE	C
10	00070340	551.00	01/20/20	3387 JENNIFER FISTLER	C
10	00070341	145.00	01/20/20	4618 JENNIFER L. MILLER	C
10	00070342	327.70	01/20/20	260092 JUDY A ZADINA	C
10	00070343	810.50	01/20/20	110030 JULIE R KAHLER	C
10	00070344	3,453.00	01/20/20	110235 KIDDIE CAB	C
10	00070345	987.50	01/20/20	4839 KSB SCHOOL LAW	C

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00070346	795.00	01/20/20	3352 LAKEFRONT SPRINKLERS & RETAINING WALLS	C
10	00070347	241.52	01/20/20	6718 LAURA PLAS	C
10	00070348	493.58	01/20/20	40545 LISA DURANSKI	C
10	00070349	1,931.36	01/20/20	120550 LOUP POWER DIST	C
10	00070350	350.66	01/20/20	5410 MARK BRADY	C
10	00070351	24.23	01/20/20	130378 MENARDS	C
10	00070352	100.00	01/20/20	1104 NANCY SMITH	C
10	00070353	64.00	01/20/20	140066 NE ASSOC OF SCHOOL BOARDS	C
10	00070354	1,900.00	01/20/20	140066 SPARQ DATA SOLUTIONS, INC.	C
10	00070355	127.78	01/20/20	140570 NEBRASKA TECHNOLOGY & TELECOM.	C
10	00070356	96.00	01/20/20	140693 NORFOLK LODGE & SUITES	C
10	00070357	400.00	01/20/20	140705 NORTHEAST COMMUNITY COLLEGE	C
10	00070358	16.75	01/20/20	150251 OMAHA WORLD HERALD	C
10	00070359	59.74	01/20/20	418 OTIS PIERCE	C
10	00070360	57.98	01/20/20	160450 PIZZA RANCH	C
10	00070361	155.49	01/20/20	160672 PRESTO-X	C
10	00070362	72.60	01/20/20	160700 PRO-ED, INC.	C
10	00070363	32.83	01/20/20	170029 QUALITY SOUND	C
10	00070364	24.36	01/20/20	21001 RACHEL BURGESS	C
10	00070365	66.86	01/20/20	1260 RICHARD LUEBBE	C
10	00070366	445.68	01/20/20	30268 SANDY CERNY	C
10	00070367	1,026.02	01/20/20	981 SARAH WACHA	C
10	00070368	487.25	01/20/20	10421 SEI SECURITY	C
10	00070369	399.04	01/20/20	8524 SHAYNA CEPEL	C
10	00070370	4,495.00	01/20/20	190557 SOUTHWEST BINDING & LAMINATING	C
10	00070371	4,586.40	01/20/20	190850 DAS STATE ACCOUNTING-CENTRAL FINANCE	C
10	00070372	294.07	01/20/20	191085 SUPER SAVER	C
10	00070373	312.67	01/20/20	140691 THE HOME DEPOT PRO	C
10	00070374	112.25	01/20/20	200606 U & I SANITATION	C
10	00070375	1,350.33	01/20/20	10320 VERIZON WIRELESS	C
10	00070376	459.64	01/20/20	230049 WALMART (SPED)	C
10	00070377	152.72	01/20/20	230051 WALMART COMMUNITY - MIG	C
10	00070378	341.04	01/20/20	10545 YARIBEY RODRIGUEZ	C
10	00070379	991.22	01/20/20	10510 ABBY PFISTER	A
10	00070380	563.18	01/20/20	10030 ANA KAREN GARCIA MEDINA	A
10	00070381	679.76	01/20/20	1082 ANGEL D MAYBERRY	A
10	00070382	100.00	01/20/20	250100 ANGELA ARNDT	A
10	00070383	464.58	01/20/20	990 BRANDY ROSE	A
10	00070384	1,165.80	01/20/20	5967 CASSANDRA RUTH	A
10	00070385	619.44	01/20/20	9512 CASSIE KRINGS	A
10	00070386	113.34	01/20/20	7188 CODY NELSEN	A
10	00070387	155.10	01/20/20	70017 CYNTHIA ALARCON	A
10	00070388	824.18	01/20/20	180474 DARLENE RODRIGUEZ	A
10	00070389	155.44	01/20/20	3948 DARUS METTLER	A
10	00070390	538.59	01/20/20	10529 DAVID VANDERHEIDEN	A
10	00070391	409.41	01/20/20	50570 DONALD ELLISON	A
10	00070392	328.28	01/20/20	10758 DORI HEITZ	A
10	00070393	98.60	01/20/20	60033 ELISSA HEIBEL	A
10	00070394	100.00	01/20/20	9822 ELIZABETH LAWRENCE	A
10	00070395	596.82	01/20/20	7099 HALEY KUNZE	A
10	00070396	1,180.88	01/20/20	20135 ISAURA BARRETO	A
10	00070397	76.84	01/20/20	4294 JACK YOUNG	A
10	00070398	466.90	01/20/20	8559 JACLYN TERNUS	A
10	00070399	528.96	01/20/20	9580 JASON TROTTER	A
10	00070400	228.52	01/20/20	10952 JENNIFER RIVERA	A

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00070401	270.52	01/20/20	9741 JENNIFER ZYSSET	A
10	00070402	615.96	01/20/20	8540 JOLYNN KAHLANDT	A
10	00070403	223.30	01/20/20	4600 JOYCE A. BAUMERT	A
10	00070404	536.16	01/20/20	6459 KAISE RECEK	A
10	00070405	183.28	01/20/20	8516 KATHERINE BOSAK	A
10	00070406	134.56	01/20/20	100521 KRIS JOHNSON	A
10	00070407	114.84	01/20/20	160636 LARIANNE POLK	A
10	00070408	130.72	01/20/20	10430 LEANNE BLANCHARD	A
10	00070409	100.00	01/20/20	190385 LINDA SHEFCYK	A
10	00070410	491.26	01/20/20	190434 LORI SIMANEK	A
10	00070411	429.20	01/20/20	7501 MARNI DANHAUER	A
10	00070412	23.20	01/20/20	4650 MELINDA VELECELA	A
10	00070413	619.68	01/20/20	8788 NATHALIE VARGAS	A
10	00070414	218.32	01/20/20	160280 PAULA PETERSON	A
10	00070415	989.72	01/20/20	5983 RACHEL GARNER	A
10	00070416	384.19	01/20/20	190888 RICHARD STEPHENS	A
10	00070417	644.89	01/20/20	10375 RONELLE JACKSON	A
10	00070418	743.56	01/20/20	10960 ROSA WALDROP	A
10	00070419	826.89	01/20/20	130708 SHARON M BROWN	A
10	00070420	462.84	01/20/20	10740 SHELLI EICKMEIER	A
10	00070421	428.31	01/20/20	10537 TAMMY ROH	A
10	00070422	282.12	01/20/20	10774 TRICIA SPIEKER	A
10	00070423	529.20	01/20/20	230361 WENDY WOLFE	A
10	00070424	498.80	01/20/20	7072 LAURA METTLER	A

Total Bank No 10 634,170.87

Total Manual Checks	.00
Total Computer Checks	613,903.51
Total ACH Checks	20,267.36
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 634,170.87

Number of Checks 134

Batch Yr	Batch No	Amount
20	000133	49,047.35
20	000135	49,850.11
20	000139	504,001.18
20	000142	30,773.43
20	000144	498.80

Article I, Section 3, E Oath of Office

Board members before taking office shall take and sign the following oath or affirmation:

I, _____, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservations, or for purpose or evasions; and that I will faithfully and impartially perform the duties of the office of member of the Board of Educational Service Unit No. 7, according to law, to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or this State by force or violence; and that during such time that I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or this State by force or violence. So help me God.

Legal Reference:	§ 11-101 to § 11-101.03
Date of Adoption:	January 15, 2018

Article I, Section 3, F Code of Ethics for Board Members

Board members of ESU 7, like all public officers in the State, “stand in a fiduciary relationship to the people whom they have been elected or appointed to serve. As fiduciaries and trustees of the public wealth they are under an inescapable obligation to serve the public with the highest fidelity. In discharging the duties of their office they are required to display such intelligence and skill as they are capable of, to be diligent and conscientious, to exercise their discretion not arbitrarily but reasonably, and above all to display good faith, honesty and integrity. They must be impervious to corrupting influences and they must transact their business frankly and openly in the light of public scrutiny so that the public may know and be able to judge them and their work fairly. These obligations are assumed by them as a matter of law upon their entering public office.”

To assure that the entire Board acts in accordance with the foregoing legal responsibilities and to ensure the effective functioning of the Board, each Board member will sign a Board-approved Code of Ethics for ESU 7 Board Members (attached). The Code of Ethics is to be signed upon assumption of office and at each annual meeting.

Legal Reference:	<i>Nebraska Legislature on behalf of the State of Nebraska v. C. David Hergert, 271 Neb. 976, 1011 (2006)</i>
Date of Adoption:	January 15, 2018

Code of Ethics for ESU 7 Board Members

Members of the Board of ESU 7 are expected to abide by the following Code of Ethics in performance of their duties as a Board member and will be requested to acknowledge their intent to do so:

- Follow Laws:** I will uphold and enforce the constitutions, laws, rules and regulations of the state and federal governments, the state and federal agencies, binding court orders pertaining to educational service units, and the policies and regulations of ESU 7. Desired changes shall be brought about only through legal and ethical procedures.
- Non-Discrimination:** I will not make decisions which affect personnel, students, parents, the public, or otherwise on the basis of sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status, or on the basis of constitutionally protected speech.

3. **Welfare of Students:** I will make decisions in terms of the educational welfare of students served by ESU 7 and will seek to develop and maintain services and programs that meet the individual needs of students served by the ESU regardless of their sex, disability, race, color, religion, veteran status, national or ethnic origin, age, marital status, pregnancy, childbirth or related medical condition, or other protected status, social standing, or personal feelings not associated with the best interests of ESU 7 and the students.

4. **Role of the Board:** I will confine my action as a member of the Board to policy making, planning, and evaluation of the Administrator. I will carry out my responsibility, not to administer ESU 7 or its services and programs, but, together with my fellow board members, to see that they are well run. I will refer all complaints which I may receive to the Administrator and will act on the complaints at public meetings only after failure of an administrative solution. I will support decisions made by the Board, even if it is not the one I would have made, although I will reserve my independent right to seek a change using appropriate procedures. I will recognize that authority rests with the Board as a whole and will make no personal promises nor take any private action that may compromise the Board.

5. **Meetings of the Board:** I will attend all meetings of the Board except when I am unable to attend for excusable reasons, will be prepared to be an active participant at such meetings, and will follow appropriate rules of order at such meetings. I will fulfill my responsibilities on any committees and any officer positions to which I may be elected, assigned or appointed. I will not attempt to circumvent the open meetings laws by participating in meetings with a quorum of other members of the Board to make decisions on ESU 7 matters. I will not seek closed session meetings or participate in closed session meetings except as permitted by law.

6. **Independent Judgment:** I will refuse to surrender my independent judgment to special interest or partisan political groups.

7. **Confidentiality:** I will hold confidential all matters pertaining to ESU 7 which, if disclosed, would needlessly injure individuals, the Board, or ESU 7. I will not ask for legally confidential information about staff or students when not required to fulfill my duties as a Board member. When such information is made available to me in my role as a Board member, I will maintain the confidentiality of such information.

8. **Conflicts:** I will not use my position as a Board member for personal gain or for the gain of family or friends. Where I have a personal conflict of interest which affects or may be reasonably seen by others as affecting my ability to make a fair and impartial decision on a matter before the Board, I will follow the law and Board policy to avoid the conflict from affecting the decision of the entire Board.

9. **Personnel Matters:** I will vote to appoint the best qualified personnel available after consideration of the recommendation of the administration. I will support and protect personnel in the proper performance of their duties but likewise will hold staff accountable, on matters which reach the Board, to the standards and expectations of the Board and the administration.

10. **Role Model.** I understand that my personal actions may reflect on ESU 7 and the schools and communities served by ESU 7 due to my position as a Board member. I will in all respects serve as a proper role model and engage in conduct which is reflective of a good citizen in the communities served by ESU 7.

Agreed to by the members of the Board of Educational Service Unit 7 on this ___ day of _____, 20__.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

ESU 7 Unit Calendar
August 2020 - July 2021
245 Workdays
SPED Cert Workday 189

 LA/7 Student Start	 LA/7 Student End	 LA/7 Closed
 All Staff Meetings	 Unit Closed	 Princ. Cluster
 Board Meeting	 Agency Team Meetings	 Supt. Meetings
 LA/7 Inservice	 SPED Meetings	

August 2020 16/21						
S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020 21						
S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020 21/22						
S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020 18/19						
S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020 16						
S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021 20						
S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021 20 7						
S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021 21/23 8						
S	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021 20						
S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021 12/20						
S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021 22						
S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July 2021 21						
S	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Clean Up Day: May 21, 2021 1st SPED Contract Day: August 10, 2020 Last SPED Contract Day: May 18, 2021

Superintendent Advisory: July 8, 2021 Board Recognition Dinner: April 19, 2021
 1.17.2020/KM

Section 8 - Disposal of Property

Article III, Section 8 A Disposal of Property

The Administrator or designee is authorized and directed to dispose of books, furniture, equipment, real estate and other property which is no longer of use to the ESU. Items which are of little or no value will be discarded or recycled, as appropriate. Items which are discarded remain the property of the ESU until no longer within its control. As such, employees are not to pull discarded items from the trash for personal use without express permission of the Administrator or designee, and proper payment where determined appropriate.

Items to be disposed of which have more than minimal value shall be sold by private sale, auction, trade-in, or by taking bids and selling to the highest or most responsible bidder. The Board shall approve the sale of any items or related grouping of items which have a value in excess of \$5,000.

The following procedures shall be followed for an auction or when taking bids:

1. The intention to sell shall be publicized, via email, an ESU bulletin board (electronic or static) or web page posting, or other means suitable to the value and nature of the property.
2. Real estate and automobiles will be sold to the highest bidder, except that a minimum acceptable price may be established prior to bidding.
3. Items shall in general be sold to the highest offer or highest bidder. However, where the item or related grouping of items which has a value less than \$5,000, preference may be given to, and a lower offer accepted from, buyers within the following order of priority: an ESU member school, another ESU, another political subdivision within the ESU, a charitable organization active within the ESU boundaries, and another political subdivision.
4. Items which are offered for sale in an approved manner which are not sold after a reasonable period of time may be considered to have no value and may be disposed of as determined by the Administrator or designee and reported to the Board annually.
5. Property that has little or no value shall be discarded or recycled as appropriate. No employee shall take such property for their personal use, even if the item has been placed in the trash, without the express approval of the administration.

Legal Reference:	
Date of Adoption:	November 19, 2018
Date (s) of Revision:	January 21, 2019
	January 20, 2020

Article IV, Section 11, C Hiring, Assignment and Dismissal

The Board delegates to the Administrator the authority to hire, assign, reassign, suspend and dismiss classified and non-certificated employees. Such authority shall be exercised in compliance with the policies of the Board. The Board reserves the authority to modify or reverse any such action taken by the Administrator.

Dismissal of classified and non-certificated employees shall be on an at-will basis, as such employees are subject to termination at any time without cause, without prior disciplinary action or progressive discipline, and irrespective of the lack of any evaluation or irregularity in any evaluation process.

All employees are entitled to regular pay up to the effective date of termination and pay for vacation accrued but not taken up to date. No compensation shall be paid for unused sick leave or personal leave that has been earned but not used.

Non-Certificated employees shall be given two weeks notice by the Administrator unless termination is for gross misconduct, in which case employees may be terminated without notice. The Administrator may authorize two weeks pay in lieu of notice when such action is in the best interest of the Educational Service Unit 7, except in cases involving misconduct.

Non-Certificated employees are expected to give at least two weeks prior notice in order to resign in good standing. Resignation notice will be submitted in writing to the Administrator, however in the case of positions where the complexity of the job makes replacement or retraining difficult, it is expected that sufficient time be given for this retraining.

Legal Reference:	
Date of Adoption:	February 18, 2019
Date(s) of Revision:	January 20, 2020
Related Policy	Article I, Section 2 B(2): Duties and Function of the Board; Article IV, Section 1 A: Recruitment and Selection

Section 8 - Fair Labor Standards Act (Minimum Wage & Overtime)

Article IV, Section 8, A Fair Labor Standards Act (Minimum Wage & Overtime)

Work week: The work week for overtime purposes shall be 12:00 a.m. Monday until 11:59 p.m. Sunday. The Administrator may establish a different 7-day period workweek from time to time for specified employees or employee groups.

Nursing Break: Educational Service Unit 7 will provide reasonable break time for an employee who wishes to express breast milk for her nursing child in a place other than a bathroom which is shielded from view and free from intrusion from co-workers and the public for one year after the child's birth.

Overtime: Overtime will be paid to non-exempt employees as required by law; that is, when a non-exempt employee works more than 40 hours in a work week. Compensatory pay in-lieu of overtime pay may be implemented in accordance with law. A non-exempt employee shall not work overtime without the express approval of the employee's supervisor.

Deductions from Salary: The ESU's policy is to not permit improper deductions from the salary of exempt employees who are required to meet a "salaried basis" test in order to be exempt from overtime. (Note: Teaching professionals are not subject to the salaried basis test). An employee who feels an improper deduction affecting exemption status has occurred may submit a complaint to the Administrator or the Administrator's designee, who shall promptly investigate the complaint. Reimbursement shall be made and a good faith commitment to comply in the future will be given in the event it is determined that an improper deduction affecting overtime exemption has been made.

Wage and Deduction Information: Within ten working days after a written request is made by an employee, the Administrator or designee shall furnish the employee with an itemized statement listing the wages earned and the deductions made from the employee's wages for each pay period that earnings and deductions were made. The statement may be in print or electronic format.

The ESU's policy is to authorize unpaid disciplinary suspensions of a full day or more for infractions of workplace conduct rules and to apply such policy uniformly to all similarly situated employees, including exempt employees who are required to meet a "salaried basis" test in order to be exempt from overtime. Unpaid disciplinary suspensions of a partial day or of a full day or more may be implemented for infractions of safety rules of major significance.

Deductions of pay of a partial day or of a full day or more may be made for FMLA leaves and in the first and last weeks of employment. In addition, based on principles of public accountancy, deductions from pay of a partial day or of a full day or more will be made for absences for illness, injury or personal reasons when accrued leave is not used or not available, and for absences due to any budget-required furlough.

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The ESU will not terminate or retaliate against any employee for inquiring about or sharing compensation information for the purpose of determining whether the ESU gives equal pay for equal work. However, an employee with authorized access to wage information as part of their job function, who discloses the wages of other employees to those who do not have authorized access to other employees' compensation information, may be disciplined for such disclosure, up to and including termination, unless the disclosure was made in response to a complaint or investigation proceeding, hearing or other similar action.

Legal Reference:	Fair Labor Standards Act, 29 U.S.C. § 201 et seq.; 29 CFR §§ 541.303; 541.602-03; 541.710; 553.20-.28; 771.105 Neb. Rev. Stat. § 48-1230 LB 217 (2019)
Date of Adoption:	May 20, 2019
Date of Revision(s):	October 21, 2019 January 20, 2020

Article IV, Section 9, E Sick Leave

1. *Immediate Family*: For the purpose of sick leave, immediate family means the employee's spouse, child(ren) or foster children.
2. *Non-Dependent Family*. For the purpose of sick leave, non-dependent family members are those outside of immediate family.
3. *Days Per Leave Year*. Employees have 1 day of sick leave for each month worked. For example, if the employee is Full Time and works 12 months, the employee receives 12 sick days. If the employee works 10 months and is full time, the employee receives 10 sick days. These days are available the first day of the contract year.
4. *Availability*. Sick leave is a paid work day when the employee may be absent from duties. Sick days are only available when the employee is unable to perform assigned duties due to illness or temporary disability of the employee or due to the employee needing to care for a member of the employee's immediate family who is ill or has a serious health condition. Employees are to use sick leave when unable to work. Activities other than caring for their own health or that of an immediate family member reflect an abuse of sick leave. Employees may utilize up to two days of Non-Dependent Sick Leave for family members outside of the immediate family member definition. Use of Non-Dependent Leave is subject to Administrative approval and is subtracted from the Sick Leave accumulation.
5. *Carry-over and Accumulation*. Unused sick leave may be carried over from one leave year to the next succeeding leave year to a maximum of 40 sick leave days.
6. *Nature of Paid Leave*. Paid leave is available to employees when the following specific conditions are met: (1) the employee is currently employed by the ESU; (2) the paid leave day is taken on a day the employee would otherwise be expected to be at work; and (3) the employee has met the conditions that are applicable to the type of paid leave that has been requested.

Legal Reference:	
Date of Adoption:	August 19, 2019
Date(s) of Revision:	January 20, 2020

Section 3 - Special Education

Article V, Section 3 Special Education

The ESU will abide by all state and federal laws and regulations relating to special education.

1. Free Appropriate Public Education: The Board affirms its position that students with disabilities are entitled to a free appropriate public education in conformance with Nebraska Department of Education Rule 51. As and to the extent the services to a special education student are the responsibility of the ESU, the services are to:
 - a. be in conformance with the student’s Individualized Education Plan (IEP) or Individual Family Service Plan (IFSP),
 - b. meet the standards that apply to education provided by the school in which the student is enrolled, and
 - c. provide the student with all of the rights of a child with a disability who is served by the school in which the student is enrolled.
2. Student Records - Rights and Privacy: Student records are to be maintained in conformance with the requirements of the Family Educational Rights and Privacy Act (FERPA) and NDE Rule 51. The Administrator or designee shall establish procedures to protect the confidentiality of personally identifiable information at collection, storage, disclosure and destruction stages.
3. Procedural Safeguards: The special education programs and services operated by the ESU or provided to schools by contract shall comply with the procedural safeguards specified in NDE Rule 51.
4. Plans and Budgets: Special education plans and budgets for schools served will be available for public viewing.
5. Personnel: All personnel assigned to provide special education and related services to children with disabilities are to be appropriately and adequately prepared to provide special education. The Director of Special Education will develop a comprehensive system of personnel development which shall include:
 - a. In-service training;
 - b. Procedures to ensure that all personnel are properly endorsed and adequately trained; and
 - c. Acquiring and disseminating best educational practices and materials developed for the provision of the services.

Legal Reference:	20 U.S.C. 1400 et seq. 34 CFR Part 300 (Individuals with Disabilities Education Act and regulations); §§ 79-1110 to 79-1178 92 NAC 51 (NDE Rule 51) 20 U.S.C. 1232g (FERPA)
Date of Adoption:	January 20, 2020



ESU 7 Goals

Board of Directors

Goal 1: Use of Data for Quality and Efficiency: The Board will use data to ensure quality and efficiency of current and future services to its stakeholders (students, educators, parents and community).

Goal 2: Behavioral Health Programming: The Board will explore the potential expansion of educational behavioral health programming.

Goal 3: Financial Projections: The Board will examine short and long term financial projections to ensure long term financial stability.

Goal 4: Updates Policy Manual: The Board will work to update and streamline their policy manual.

Administrator

Goal 1: Develop and deploy a Board Self-Assessment tool to use in establishment.

Goal 2: Establish Partnerships with local media to assist in communicating ESU 7 services and supports to school districts in the ESU 7 area.

Goal 3: Engage in strategic communication efforts to and among staff and stakeholders regarding programs and services.

Agency Team

Goal 1: Agency Team will provide their staff with specific feedback to encourage professional growth.

Goal 2: Agency Team will enrich our safe, supportive, collaborative and positive culture.

Goal 3: Agency Team will provide progress monitoring on the annual service plan and promote those services as necessary.

Goal 4: Agency Team will increase knowledge of department projects agency wide.

Departments

Administration: Efficiency will be increased by users being involved in the decisions of products/procedures. A satisfaction survey will be filled out monthly.

Cen7ter: All Cen7ter staff will be fully informed about each current student and his or her needs in a timely manner.

Early Childhood: By August 2020, caseload analysis will demonstrate staff are working within the designated FTE and all kids are receiving the services needed.

Grants: By May 2020, the Grant Department will increase collaboration between Transition, ASD and Resource Coach from 0 collaborative teaming opportunities (co-present, co-plan) to 4 teaming opportunities.

Learning Academy: Our team will focus our growth on doing what is best for students to meet their individual needs.

Migrant: Promote healthy migrant families both physically and mentally.

Production: Provide communication to schools for summer printing.

Professional Development: Refine and improve our District Consultation process in order to better meet the needs of our School Districts.

Psychology: Effectively collaborate and communicate in order to provide high-quality services (effective and efficient) to districts with less FTE for 2019-2020 school year.

Speech: By the end of the 2019-2020 school year, the SLP department will optimize competency in language therapy by being proficient or distinguished in 4/4 indicators on the rubric.

Technology: Time Management

Vision: By May 2020, the Vision Team will develop a checklist to be used by educational teams with each vision referral/evaluation.

Teacher shortage areas in Nebraska for the 2020-2021 academic year and proposed for USDE loan forgiveness use in 2020-2021 are:

- Art
- Bilingual
- Career and Technical Education (Includes: Agriculture Education, Business, Marketing & Information Technology, Family and Consumer Science, and Industrial Technology/Skilled and Technical Science)
- Early Childhood Education
- English as Second Language/ English Language Learners
- Health and/or Physical Education
- Language Arts (Includes: English Language Arts, Journalism and Media Education, Reading & Writing, Reading Specialist, Secondary English, and Speech/Theatre)
- Mathematics
- Music – Instrumental/Vocal
- School Counselor
- School Library
- School Psychologist
- Sciences (Includes: Biology, Chemistry, Earth & Space Science, Physics, Science)
- Special Education (Includes: Behavior Intervention, Deaf or Hard of Hearing, Early Childhood Sped, Early Intervention, Functional Academic Skills, Inclusion and Collaboration, Secondary Transition, Special Ed General, Visual Impairment)
- Speech-Language Pathology
- World Language (Includes: American Sign Language, Any language other than English, not including computer languages)

**Legislative Update to the ESU 7 Board
1.20.2020**

Legislative Session Convened January 8, 2020
Bills introduced until 10th day, January 23, 2020
Adjourn sine die, April 23, 2020

Link to [Full Summary](#)

Each bill summary is organized as:

Bill Number/Amendment Number (Senator's last name), Sponsor Committee - One-liner
Summary Description
[Action](#)

LB 974 (Linehan) Revenue - Property Tax Bill

Rather than using 75% of property valuation, move to 65% first year and 55% thereafter
[January 3, 2020 Introduced](#)
[January 14, 2020 Referred to Revenue Committee](#)
[January 22, 2020 Hearing](#)

LB 206 (Morfeld) Judiciary - Protect free speech rights of student journalists and student media advisers

The first section of the bill pertains to public colleges and the university. The second section applies to public high schools. As it applies to public high schools, the bill provides that all school-sponsored media are deemed to be public forums. With some exceptions, a student journalist has a right to exercise freedom of speech and of the press in school-sponsored media, regardless of whether the media is supported financially by the public high school, supported by the use of the facilities of such a school, or produced in conjunction with a class in which the student journalist is enrolled.

[Introduced last session](#)
[January 8, 2020 Carryover bill](#)
[January 10, 2020 AM2066 Filed](#)

LB 147 (Groene) Education - Provide for the use of physical force or physical restraint or removal from a class in response to student behavior.

Authorized school personnel to use "physical restraint" to control a student if a student becomes physically violent towards himself/herself, a teacher, an administrator, or another student. The

bill also permitted a teacher to remove a student from the classroom for various prescribed reasons.

AM1803 A separate proposal to provide state funded training for school personnel to de-escalate violent or potentially violent situations involving students.

[Introduced last session, moved to General File](#)

[January 8, 2020 Carryover Bill, floor debate, motion to Indefinitely Postponed, unclear if it will overcome filibuster](#)

LB 759 (Kolterman) Health and Human Services - Require consultation with school districts regarding the placement of children in the HHS system

Currently, there is no required consultation with a district from DHHS prior to placing a child within a district's boundaries. While the department's own placement letter states that "it is in (the child)'s educational best interest to attend" a particular school district, the department does not consult with the school to determine the availability of services or consider many other educational factors in making this decision.

[January 8, 2020 Introduced](#)

[January 10, 2020 Referred to Health and Human Services Committee](#)

LB 920 (Groene) Education - Change the provision for distribution of lottery funds used for education, to transfer powers and duties, and to create new funds

Bill to change provisions for the distribution of lottery funds used for education, to transfer powers and duties, and to create new funds. NASB was a part of the interim hearing and the drafting of this bill.

[January 10, 2020 Introduced](#)

[January 13, 2020 Referred to Education Committee](#)

LB 839 (Wishart) Education - Recognize American Sign Language and provide for the teaching of American Sign Language in Schools

To recognize American Sign Language as a distinct and separate language; and to authorize schools to offer courses in American Sign Language as prescribed. If a school offers a course in American Sign Language, such courses shall be offered to all students regardless of whether such student is hearing, hard of hearing, or deaf. Any credits earned in a course in American Sign Language at a postsecondary educational institution may be treated as foreign language credits if recognized as such by the postsecondary educational institution.

[January 8, Introduced](#)

[January 10, 2020 Referred to Education Committee](#)

LB 880 (Groene) Education - Change Dates related to certifications and distributions of state aid to schools

Similar bill each year, should the Unicameral needs the extra time

January 9, Introduced

January 13, Referred to Education Committee

LB 897 (Cavanaugh) Appropriations - Appropriate funds to the Department of Health and Human Services for behavioral health aid

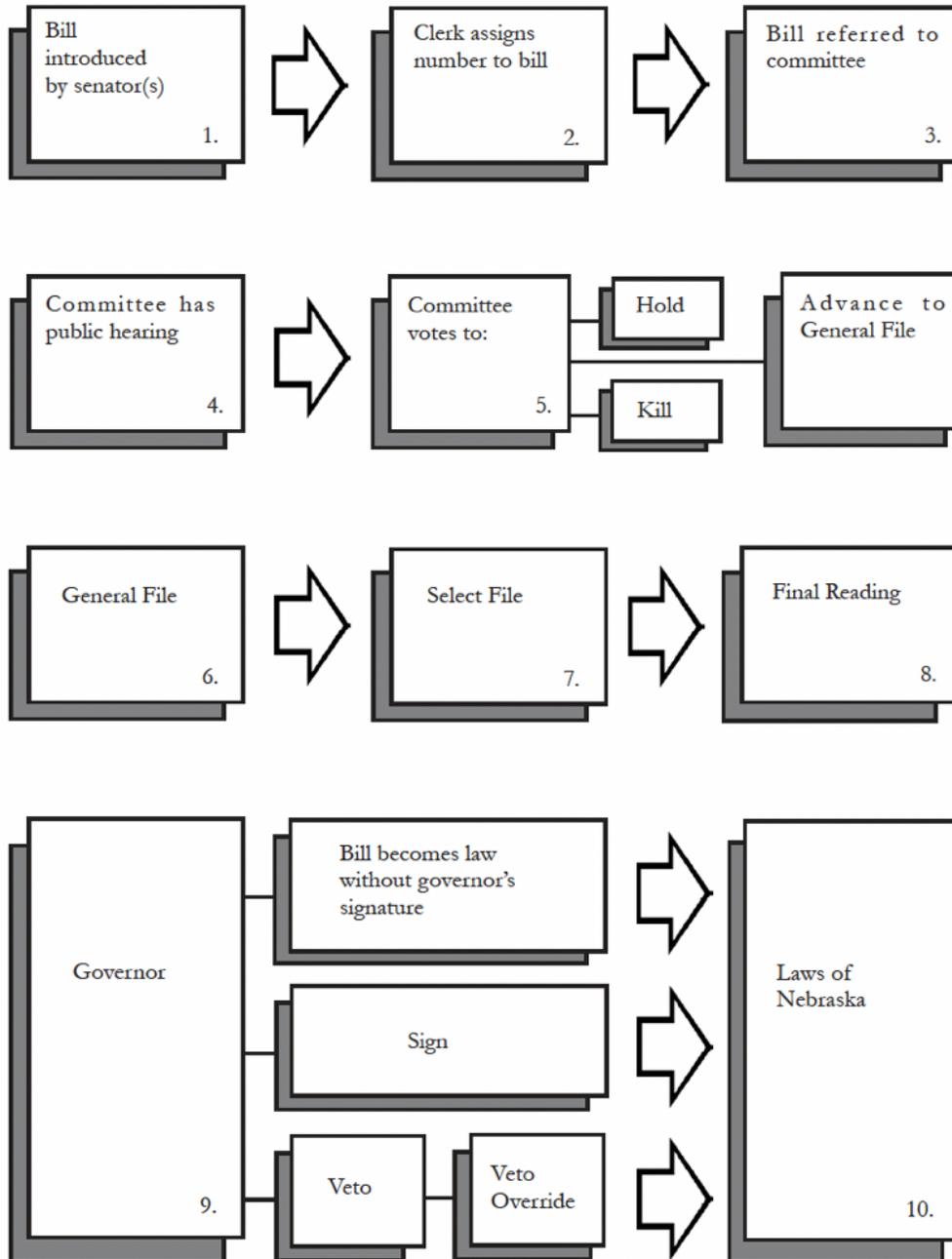
\$4,350,000 from the General Fund for FY2020-21 to the Department of Health and Human Services, for Program 38, for behavioral health aid. The funds appropriated under this section shall be used for community-based mental health and substance abuse services.

January 9, Introduced

January 13, Referred to Appropriations Committee

NEBRASKA STATE GOVERNMENT

How a Bill Becomes a Law



(Unicameral Clerk of the Legislature, 2017, p. 281)

