DATE:
TO: ESU #1 Board of Directors
FROM: Bill Heimann, Administrator
RE: Tuesday, November 10, 2026 Board Meeting

There will be a meeting of the ESU #1 Board of Directors, on Tuesday, November 10, 2026, at https://zoom.us/j/94224738775 in the

ESU #1 Conference Room
211 Tenth Street
Wakefield, NE 68784-5014

Consideration, discussion and any action necessary will be taken on the following items.

A. Notification of Open Meetings Law
B. Roll Call*
C. Consent Agenda*
    C.1. Previous Minutes (copy attached)
    C.2. Financial Reports*
        C.2.a. Revenue Report/Treasurer's Report
        C.2.b. Cash Summary/Expenditure Report
    C.3. Bills for November
    C.4. Administrator's Monthly Report
        C.4.a. ESU Board Election Results
        C.4.b. Title I Part C Interpreter Training
        C.4.c. Meeting Participation
        C.4.d. 2025-26 Fiscal Year Audit
        C.4.e. NDE Accountability Report
D. Public Comment
E. External Accreditation Report
F. Educator Health Alliance Insurance Rates
G. Administrator Evaluation Process
H. Personnel*
    H.1. Consider, discuss, and take necessary action on employee contracts and personnel changes.
        H.1.a. Resignation(s)
        H.1.b. New Hire(s)
        H.1.c. Contract Change(s)
        H.1.d. Termination(s)
I. Adjournment

This agenda contains a list of subjects known at the time of its distribution on . A copy of the agenda reflecting any changes will be kept in the ESU #1 Administrative office and will be readily available for public inspection during normal office hours. Except for items of emergency nature, the agenda will not be enlarged later than twenty-four hours before the scheduled commencement of the meeting. The Board reserves the right to change the order of business discussed.

*Action Items

NEBRASKA OPEN MEETINGS ACT

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

84-1408. Declaration of intent; meetings open to public. It is hereby declared to be the policy of this state that the formation of public policy is public business and may not be conducted in secret.

Every meeting of a public body shall be open to the public in order that citizens may exercise their democratic privilege of attending and speaking at meetings of public bodies, except as otherwise provided by the Constitution of Nebraska, federal statutes, and the Open Meetings Act.

84-1409. Terms, defined. For purposes of the Open Meetings Act, unless the context otherwise requires:

(1)(a) Public body means (i) governing bodies of all political subdivisions of the State of Nebraska, (ii) governing bodies of all agencies, created by the Constitution of Nebraska, statute, or otherwise pursuant to law, of the executive department of the State of Nebraska, (iii) all independent boards, commissions, bureaus, committees, councils, subunits, or any other bodies created by the Constitution of Nebraska, statute, or otherwise pursuant to law, (iv) all study or advisory committees of the executive department of the State of Nebraska whether having continuing existence or appointed as special committees with limited existence, (v) advisory committees of the bodies referred to in subdivisions (i), (ii), and (iii) of this subdivision, and (vi) instrumentalities exercising essentially public functions; 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, (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, and (iii) the Judicial Resources Commission or subcommittees or subgroups of the commission;

(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.

84-1410. Closed session; when; purpose; reasons listed; procedure; right to challenge; prohibited acts; chance meetings, conventions, or workshops.

(1) Any public body may hold a closed session by the affirmative vote of a majority of its voting members if a closed session is clearly necessary for the protection of the public interest or for the prevention of needless injury to the reputation of an individual and if such individual has not requested a public meeting. The subject matter and the reason necessitating the closed session shall be identified in the motion to close. Closed sessions may be held for, but shall not be limited to, such reasons as:

(a) Strategy sessions with respect to collective bargaining, real estate purchases, pending litigation, or litigation which is imminent as evidenced by communication of a claim or threat of litigation to or by the public body;

(b) Discussion regarding deployment of security personnel or devices;

(c) Investigative proceedings regarding allegations of criminal misconduct;

(d) Evaluation of the job performance of a person when necessary to prevent needless injury to the reputation of a person and if such person has not requested a public meeting;

(e) For the Community Trust created under section 81-1801.02, discussion regarding the amounts to be paid to individuals who have suffered from a tragedy of violence or natural disaster; or

(f) For public hospitals, governing board peer review activities, professional review activities, review and discussion of medical staff investigations or disciplinary actions, and any strategy session concerning transactional negotiations with any referral source that is required by federal law to be conducted at arms length.

Nothing in this section shall permit a closed meeting for discussion of the appointment or election of a new member to any public body.

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

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

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

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

84-1411. Meetings of public body; notice; method; contents; when available; right to modify; duties concerning notice; virtual conferencing authorized; requirements; emergency meeting without notice; appearance before public body; applicability of section.

(1)(a) Except as provided in subsection (9) of this section, each public body shall give reasonable advance publicized notice of the time and place of each meeting by a method designated by each public body and recorded in its minutes. Such notice shall be transmitted to all members of the public body and to the public.

(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 committees, notice shall be given at least four times each year of the regular meeting schedule, the location, and the method designated by the public body to provide reasonable advance publicized notice. Such notice shall be given by publication in a legal newspaper of general circulation within the public body's jurisdiction.

(ii) Subdivision (1)(b)(i) of this section shall not apply in the case of the governing body of a city of the second class or village, any advisory committee of such governing body, the governing body of a rural or suburban fire protection district, or any public body that only meets intermittently and is not required to hold regular meetings.

(iii) Failure to comply with subdivision (1)(b)(i) of this section shall not cause any motion, resolution, rule, regulation, ordinance, or formal action of a public body made or taken at a meeting of the public body to be void or voidable.

(c) For a public body that decides to publish notice in a newspaper of general circulation within the public body's jurisdiction to meet the notice requirement in subdivision (1)(a) of this section, in case of refusal, neglect, or inability of the newspaper to publish the notice, the public body shall (i) post such notice on its website, if available, (ii) request the newspaper submit a post on a statewide website, if available, established and maintained as a repository for such notices by a majority of Nebraska newspapers, and (iii) post such notice in a conspicuous public place in such public body's jurisdiction. The public body shall keep a written record of such posting pursuant to subdivision (1)(c)(i) and (iii) of this section and a written record of the request to the newspaper pursuant to subdivision (1)(c)(ii) of this section. The record of such posting shall be evidence that such posting was done as required and shall be sufficient to fulfill the requirement of publication.

(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; and

(xiii) A natural resources district.

(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, subsection (1) of section 70-1014, subsection (2) of section 70-1014.02, 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 (A) an organization created under the Interlocal Cooperation Act that sells electricity or natural gas, (B) an organization created under the Municipal Cooperative Financing Act, (C) a governing body of a risk management pool and any advisory committee of such governing body, (D) any advisory committee of any state entity created in response to the Opioid Prevention and Treatment Act, (E) the Semiquincentennial Commission, (F) the board of trustees of the Nebraska State Historical Society, or (G) any local foster care review board, such organization, governing body, or committee 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.

(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 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 subsection (5) of section 84-1413.

(8) In addition to any other statutory authorization for virtual conferencing, any public body not listed in subdivision (2)(a) of this section may hold a meeting by virtual conferencing if:

(a) The purpose of the virtual meeting is to discuss items that are scheduled to be discussed or acted upon at a subsequent non-virtual open meeting of the public body;

(b) No action is taken by the public body at the virtual meeting; and

(c) The public body complies with subdivisions (2)(b)(i) and (ii) of this section.

(9) This section does not apply to a meeting of the Nebraska Power Review Board or a public power district, a public power and irrigation district, an electric membership association, an electric cooperative company, a municipality having a generation and distribution system, or a registered group of municipalities if such meeting is subject to section 70-1034.

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. Except for closed sessions called pursuant to section 84-1410, a public body shall allow members of the public an opportunity to speak at each meeting.

(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.

(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 instate 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 instate 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 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 information.

84-1413. Meetings; minutes; roll call vote; secret ballot; when; agenda and minutes; required on website; 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 or kept as an electronic record and shall be 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 or keeping the minutes is absent due to a serious illness or emergency.

(6) 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 website the agenda and minutes of any meeting of the governing body. The agenda shall be placed on the website at least twenty-four hours before the meeting of the governing body. Minutes shall be placed on the website 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 website for at least six months.

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.

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.

Revised 07/18/2026

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Exit Presentation

Educational Service Unit #1

October 20-21, 2026

Exit Report

- Purpose of Visit
- Findings
- Commendations
- Recommendations

Purpose of the Visit

How do we strengthen and sustain what ESU 1 is doing well?

How do we effectively and efficiently improve service and support to member school districts?

What methods can we explore to identify and monitor impact?

ESU Standards of Performance & Practice

4 Domains

1. Purpose & Leadership
2. Programs & Services
3. Stakeholder Relationships & Communication
4. Resource Capacity

Findings

STAKEHOLDER ENGAGEMENT

Voices from Our External Visit



LEAD as 1

11
PARTICIPANTS



Superintendents

9
PARTICIPANTS



Principals

9
PARTICIPANTS



Leadership Team

4
PARTICIPANTS



Professional Services Team

9
PARTICIPANTS



Classified Staff

8
PARTICIPANTS



Certified Staff

9
PARTICIPANTS



Area Educators

7
PARTICIPANTS



Board Members

5
PARTICIPANTS

71 TOTAL PARTICIPANTS

ESU 1 | ONE WORD

Voices from the External Visit • October 2026



Quotes Speaking to Impact

On technology support…

“They are the first person we would call if we need anything.”

Quotes Speaking to Impact

"I don't know what I would do without them."

Quotes Speaking to Impact

On ESU 1 support across roles…

"I am just a singleton at my district and they provide me a network."

Quotes Speaking to Impact

"I attribute my student success to the help I received from the development of my science curriculum."

Quotes Speaking to Impact

"Rural communities rely on ESUs – they are invaluable"

Quotes Speaking to Impact

One teacher about ESU support…

"The ACT writing workshop, informed my ACT prep course and we are doing well in the results."

Quotes Speaking to Impact

On technology support…

"They negotiate prices and, in some cases, provide it for free."

Quotes Speaking to Impact

On reading Intervention and data-driven decisions with the support of ESU 1…

“Their support is the foundation of my program”

Quotes Speaking to Impact

One teacher about ESU support…

"When there is a need… they step in with a smile, with an open heart."

Quotes Speaking to Impact

"They (ESU 1) are always in a good mood, willing to help, and have a good attitude... contagious smiles."

Quotes Speaking to Impact

"ESU 1 is a safe place to learn and grow."

Quotes Speaking to Impact

One teacher about ESU support…

"I don't take personal days; I take professional development days"

Commendations

Commendations

Commendation 1: Organizational Culture and Collaboration

Primary Standard: 2E | Supporting Standards: 1A, 1C

ESU 1 has cultivated an organizational culture grounded in relationships, collaboration, and continued growth. Staff demonstrate a collective commitment to the agency's mission of innovation, excellence in service, and leadership. Stakeholders consistently described ESU 1 as supportive, collaborative, and a sense of belonging as “family.”

Commendations

Commendation 2: Responsive and Personalized Services

Primary Standard: 3A | Supporting Standards: 2A, 2E

ESU 1 demonstrates a strong commitment to understanding and responding to the unique needs of member districts. Through collaborative conversations, strong relationships, and attention to district requests, ESU 1 provides personalized support that builds educator capacity and strengthens instructional practices. Stakeholders consistently highlighted the accessibility, expertise, professionalism, and responsiveness of ESU 1 staff.

Commendations

Commendation 3: Highly Qualified Staff

Primary Standard: 4C | Supporting Standards: 1D, 2D

ESU 1 demonstrates a strong commitment to recruiting, retaining, and developing highly qualified staff whose expertise is valued throughout the region and state. Through intentional professional learning, mentoring, leadership development, and individualized coaching, ESU 1 promotes a strengths-based culture with high expectations that stakeholders trust.

Recommendations

Revisit: Purpose of the Visit

ESU 1 provided the following information to guide the focus of the external visitation:

a. How do we strengthen and sustain what ESU 1 is doing well?

b. How do we effectively and efficiently improve service and support to member school districts?

c. What methods can we explore to identify and monitor impact?

Recommendations

Recommendation 1: Systematically Measure Implementation and Impact

Primary Standard: 2C | Supporting Standards: 1B, 2B

Develop and implement processes to assess the implementation and measure the impact of programs and services. Establish measurable outcomes, systematically collect and analyze data, and use findings to inform continuous improvement, guide decision-making, and demonstrate the effectiveness of services provided to member districts.

Recommendations

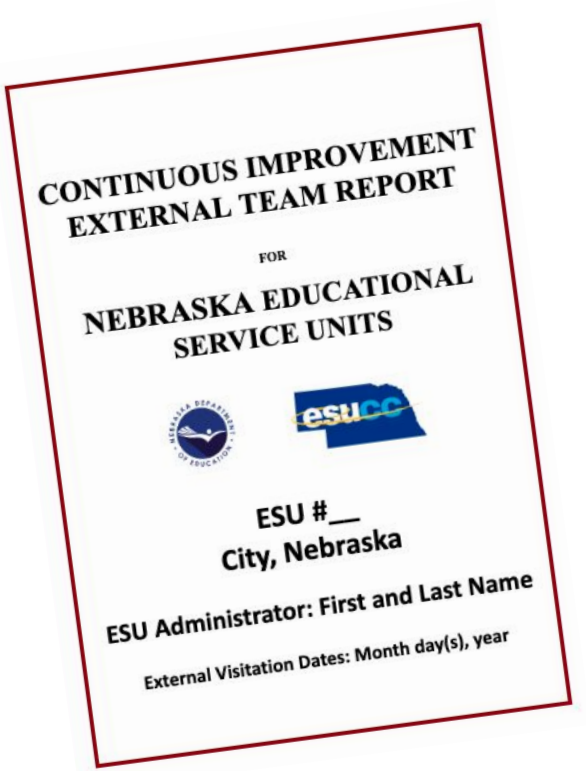
Recommendation 2: Strengthen Sustainable Capacity and Continuity of Services

Primary Standard: 4A | Supporting Standard: 4D

Develop a proactive, long-term approach to sustaining organizational and district capacity by preserving institutional knowledge, strengthening succession planning, expanding cross-departmental collaboration, and building internal and district leadership capacity. Leverage existing expertise, mentoring, and coaching structures to ensure continuity of high-quality services as staffing needs and regional challenges evolve.

This recommendation calls for sustaining strengths; not addressing a weakness.

External Team Report


CONTINUOUS IMPROVEMENT
EXTERNAL TEAM REPORT

FOR

NEBRASKA EDUCATIONAL
SERVICE UNITS

ESU #__
City, Nebraska

ESU Administrator: First and Last Name

External Visitation Dates: Month day(s), year

Overview of CIP Process

- Commendations
- Recommendations

Agency Improvement Goal(s)

- Commendations
- Recommendations

Next Steps

Thank You

- For your hospitality
- For the work of the ESU team prior to the visit
- For your commitment to your school districts
- For embracing agency improvement as a means to improving support and leadership for your school districts

External Team

- Geraldine Erickson
- Jen Madison
- Molly Ascoff
- Amy Schultz
- Tammy Voisin
- Andrew Easton

Renewal Effective September 1, 2027

The EHA Board of Directors has announced the following rate and benefit change decisions for the 2027-28 contract year effective September 1, 2027.

Premium Rate Change

The medical rates for Active Employee plans will increase by 13.1% on average.

The medical rates for all Early Retiree plans will be 20% higher than active rates, resulting in an increase of 19.9%.

The dental rates for all participants will increase by 4.7%.

The overall increase for medical and dental coverage combined is 12.9%.

Family classification (Employee, Employee & Spouse, etc.) rating factors were reviewed and modified, so actual rate increases may differ slightly from the averages above, depending on the rating class.

Benefit Changes

Deductible

Standard Plans:

PPO $650 Deductible will increase to $1,650

PPO $850 Deductible will increase to $1,900

PPO $1,050 Deductible will increase to $2,100

PPO $1,200 Deductible will increase to $2,250

PPO $1,450 Deductible will increase to $2,500

PPO $1,900 Deductible will increase to $3,000

PPO $2,500 Deductible will increase to $3,800

QHDP/HSA $3,800 Deductible will increase to $4,650

QHDHP/HSA $4,000 Deductible will increase to $4,950

Alternate Network Plans:

PPO $0 Deductible will increase to $675

PPO $400 Deductible will increase to $1,350

QHDHP/HSA $2,500 Deductible will increase to $3,250

QHDP/HSA $3,800 Deductible will increase to $4,650

Out of Pocket Maximum Changes (including Deductible, Coinsurance and Copays for medical and pharmacy services):

Standard Plans:

A. The $650 plan Out-of-Pocket Maximum will increase by $1,500 In-Network / $3,000 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $7,100 In-Network / $14,200 Out-of-Network, 2x family.

B. The $850 plan Out-of-Pocket Maximum will increase by $1,550 In-Network / $3,100 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $7,300 In-Network / $14,600 Out-of-Network, 2x family.

C. The $1,050 plan Out-of-Pocket Maximum will increase by $1,550 In-Network / $3,100 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $7,450 In-Network / $14,900 Out-Of-Network, 2x family.

D. The $1,200 plan Out-of-Pocket Maximum will increase by $1,550 In-Network / $3,100 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $7,550 In-Network / $15,100 Out-of-Network, 2x family.

E. The $1,450 plan Out-of-Pocket Maximum will increase by $1,550 In-Network / $3,100 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $7,700 In-Network / $15,400 Out-of-Network, 2x family.

F. The $1,900 plan Out-of-Pocket Maximum will increase by $1,600 In-Network / $3,200 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $8,100 In-Network / $16,200 Out-of-Network, 2x family.

G. The $2,500 plan Out-of-Pocket Maximum will increase by $1,800 In-Network / $3,600 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $10,150 In-Network / $20,300 Out-of-Network, 2x family.

H. The $3,800 HSA-Eligible plan Out-of-Pocket Maximum will increase by $1,350 In-Network / $2,700 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $6,700 In-Network / $17,700 Out-of-Network, 2x family.

I. The $4,000 HSA-Eligible plan Out-of-Pocket Maximum will increase by $1,450 In-Network / $2,900 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $8,750 In-Network / $17,500 Out-of-Network, 2x family.

Alternate Network Plans:

A. The $0 plan Out-of-Pocket Maximum will increase by $1,175 In-Network / $2,350 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $6,775 In-Network / $13,550 Out-of-Network, 2x family.

B. The $400 plan Out-of-Pocket Maximum will increase by $1,450 In-Network / $2,900 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $7,450 In-Network / $14,900 Out-of-Network, 2x family.

C. The $2,500 HSA-Eligible plan Out-of-Pocket Maximum will increase by $1,250 In-Network / $2,500 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $5,750 In-Network / $11,500 Out-of-Network, 2x family.

D. The $3,800 HSA-Eligible plan Out-of-Pocket Maximum will increase by $1,350 In-Network / $2,700 Out-of-Network, 2x family, bringing the total Out-of-Pocket to $6,700 In-Network / $13,400 Out-of-Network, 2x family.

Prescription Drug Coinsurance and Copays:

For PPO Plans

	Coinsurance	Minimum Copay	Maximum Copay
Generic:	30%	$12	$45
Preferred Brand:	30%	$70	$140
Non-Preferred Brand:	50%	$110	$220
Specialty:	30%	$150	$300

For HSA Plans No Change

Dental Annual Benefit Maximum:

All Dental Options will include an Annual Benefit Maximum of $2,000

Deductible Carryover Credit

The Deductible Carry-over Credit will no longer apply

Educators Health Alliance
Renewal Rates for Health, Dental, and Dual Choice Options
Effective September 1, 2027
Standard Rates Only (Excluding Discounts or Surcharges)

Health Coverage - Active Employees	Network	Renewal Rates -- Standard			
		Employee	Ee & Child(ren)	Ee & Spouse	Ee, Spouse & Child(ren)
$1,650 Deductible	*NEtwork Blue*	$1,093.99	$2,078.54	$2,297.37	$3,139.69
$1,900 Deductible	*NEtwork Blue*	$1,064.43	$2,022.41	$2,235.34	$3,054.91
$2,100 Deductible	*NEtwork Blue*	$1,037.29	$1,970.84	$2,178.33	$2,977.01
$2,250 Deductible	*NEtwork Blue*	$1,019.70	$1,937.34	$2,141.30	$2,926.40
$2,500 Deductible	*NEtwork Blue*	$1,002.31	$1,904.43	$2,104.86	$2,876.64
$3,000 Deductible	*NEtwork Blue*	$960.20	$1,824.37	$2,016.41	$2,755.74
$4,950 Deductible HSA-Eligible	*NEtwork Blue*	$777.95	$1,478.14	$1,633.75	$2,232.72
$3,800 Deductible (Dual Choice Only)	*NEtwork Blue*	$875.18	$1,662.84	$1,837.93	$2,511.77
$4,650 Deductible HSA-Eligible (Dual Choice Only)	*NEtwork Blue*	$875.18	$1,662.84	$1,837.93	$2,511.77

Health Coverage - Retirees	Network	Renewal Rates			
		Retiree Only	Ret & Child(ren)	Ret & Spouse	Ret, Spouse, & Child(ren)
$1,350 Deductible	*PSBC/Blueprint Health*	$1,152.38	$2,042.90	$2,419.99	$3,059.07
$2,100 Deductible	*NEtwork Blue*	$1,244.92	$2,206.90	$2,614.30	$3,304.70
$4,950 Deductible HSA-Eligible	*NEtwork Blue*	$933.72	$1,655.20	$1,960.79	$2,478.51
$3,800 Deductible	*NEtwork Blue*	$1,050.40	$1,862.02	$2,205.78	$2,788.25
$4,650 Deductible HSA-Eligible	*NEtwork Blue*	$1,050.40	$1,862.02	$2,205.78	$2,788.25

Dental Coverage	Network	Renewal Rates			
		Employee	Ee & Child(ren)	Ee & Spouse	Ee, Spouse & Child(ren)
100% A, 75% B Coverage - Option 1	*Network BLUE Dental*	$31.88	$58.94	$66.88	$89.85
100% A, 80% B, 70% C Coverage - Option 3	*Network BLUE Dental*	$67.67	$125.20	$142.10	$190.82
PPO - 100% A, 75% B, 50% C Coverage - Option 2	*Network BLUE Dental*	$34.33	$63.47	$72.04	$96.80
PPO - 100% A, 80% B, 80% C, 50% D Coverage - Option 4	*Network BLUE Dental*	$61.61	$113.97	$129.40	$173.78
PPO - 100% A, B, & C Coverage - Option 5	*Network BLUE Dental*	$67.42	$124.74	$141.61	$190.18
100% A, 75% B, 50% C Coverage - Option 6	*Network BLUE Dental*	$37.08	$68.55	$77.80	$104.54

Educational Service Unit #1
Administrator Job Description

It is the policy of Educational Service Unit #1 to not discriminate on the basis of sex, handicap or disability, race, color, religion, marital status, veteran status, or national or ethnic origin in its educational programs, admission policies, employment policies or other administered programs. Persons requiring accommodations to apply and/or be considered for positions are asked to make their request to the Administrator.

A. Job Title: Administrator

B. Department: Administration

C. FLSA Status: The employee has the primary duty of performing office or non-manual work directly related to the management general business operations of ESU #1. The employee customarily and regularly exercises discretion and independent judgment or has a primary duty of performing administrative functions directly related to academic instruction or training in the school district or a department or subdivision.

D. Education Level and Certification: Specialist Degree. Must possess a Nebraska Administrative and Supervisory Certificate at all times during employment with such endorsements as required by NDE Rule 10.

E. Reports To: Board

F. May Receive Guidance From: Board, Advisory Council, School District Personnel, Department of Education

G. Essential Job Functions:

1. General supervisory, teaching and instructional skills
2. Basic operational skills for Macintosh or PC computer
3. Poised
4. Supervise a variety of tasks at the same time
5. No history of child abuse or negligence
6. Good oral and written skills
7. Driver's license and reliable vehicle.

H. Working Conditions:

1. Inside heated and air conditioned office.

I. Job Tasks:

1. Attends, participates in all meetings of the Board and its committees, except when own employment or salary is under consideration.

2. Serves as ex officio member of all Board committees and assigns administrative personnel to support committee activities when necessary.

3. Advises the Board on the need for new or revised policies and ensures through delegation to staff that all policies of the Board are implemented.

4. Prepares and submits to the Board recommendations relative to all matters requiring Board action, placing before the Board such necessary and helpful facts, information, and reports as are needed to ensure the making of informed decisions.

5. Acts on own discretion if emergency action is necessary in any matter not covered by Board policy, reports such action to the Board as soon as practicable, and recommends policy in order to provide guidance in the future.

6. Supervises the implementation of all laws, regulations, and Board policies.

7. Establishes procedures to ensure all administrative decisions necessary to the proper function of ESU #1 are made.

8. Delegates at own discretion to other employees the exercise of any powers or the discharge of any duties with the knowledge that the delegation of power or duty does not relieve the administrator of final responsibility for the action taken under such delegation.

9. Formulates objectives, policies, plans, and programs; prepares (or causes to be prepared) and presents facts and explanations necessary to assist the Board in its duty of legislation.

10. Communicates directly or through delegation all actions of the Board relating to personnel matters to all employees and receives from employees communications to be made to the Board.

11. Directs staff negotiations with professional and nonprofessional personnel.

12. Secures and nominates for employment the best qualified and most competent persons for positions, as may be necessary within the limits of budgetary provisions.

13. Assigns and transfers employees as the interest of ESU #1 may dictate and reports such action to the Board for information and record.

14. Approves leave schedules for salaried district employees under direct supervision.

15. Takes appropriate disciplinary actions with employees and reports, as necessary, to the Board.

16. Recommends to the Board for final action the promotion, salary changes, demotion, or dismissal of any employee.

17. Submits to the Board explanation of any proposed procedure that would involve either departure from established policy or the expenditure of substantial sums.

18. Directs the preparation of the annual budget for adoption by the Board and administers the budget as enacted by the Board, acting at all times in accordance with legal requirements and adopted Board policies.

19. Establishes and maintains efficient procedures and effective controls for all expenditures of funds in accordance with the adopted budget including procedures for the purchase of supplies, etc.

20. Provides suitable instructions and regulations for staff to govern the use and care of ESU properties.

21. Recommends to the Board sales of all property no longer required by the Board and delegates the proper execution of such sales through staff and legal advisors.

22. Maintains directly or through delegation such personnel records, business records, and other records that are required by law and by Board policy.

23. Ensures that all reports required by statute or regulation are filed.

24. Assures that the accreditation standards set by the Department of Education are met.

25. Oversees the financial transactions of all funds.

26. Evaluates administrative staff.

27. Represents or delegates a representative for ESU #1 in its dealing with other school systems, institutions, agencies, and community organizations.

28. Attends such conventions and conferences as are necessary to keep abreast of latest educational trends.

29. Works with and maintains a relationship with the Advisory Council.

30. Consults with local administrators to determine supplementary educational needs of the schools and recommends methods for meeting those needs.

31. Confers periodically with professional and lay groups concerning the school program and transmits to the Board suggestions gained from such conferences.

32. Represents ESU #1 before the public and establishes and maintains a program of public relations to keep the public well-informed of the activities and needs of ESU #1, effecting a wholesome and cooperative working relationship between ESU #1 and the community.

33. Keeps the public informed about modern educational practices, educational trends, and the policies, practices, and problems in ESU #1.

34. Performs such other tasks as may, from time to time, be assigned by the Board.

J. Knowledge:

1. Education and Training — Knowledge of principles and methods for curriculum and training design, teaching and instruction for individuals and groups, and the measurement of training effects.

2. Administration and Management — Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources.

2. English Language — Knowledge of the structure and content of the English language including the meaning and spelling of words, rules of composition, and grammar.

3. Personnel and Human Resources — Knowledge of principles and procedures for personnel recruitment, selection, training, compensation and benefits, labor relations and negotiation, and personnel information systems.

4. Mathematics — Knowledge of arithmetic, algebra, geometry, calculus, statistics, and their applications.

5. Communications and Media — Knowledge of media production, communication, and dissemination techniques and methods. This includes alternative ways to inform and entertain via written, oral, and visual media.

6. Economics and Accounting — Knowledge of economic and accounting principles and practices, the financial markets, banking and the analysis and reporting of financial data.

7. Psychology — Knowledge of human behavior and performance; individual differences in ability, personality, and interests; learning and motivation; psychological research methods; and the assessment and treatment of behavioral and affective disorders.

K. Skills

1. Coordination — Adjusting actions in relation to others' actions.

2. Speaking — Talking to others to convey information effectively.

3. Reading Comprehension — Understanding written sentences and paragraphs in work related documents.

4. Writing — Communicating effectively in writing as appropriate for the needs of the audience.

5. Social Perceptiveness — Being aware of others' reactions and understanding why they react as they do.

6. Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.

7. Judgment and Decision Making — Considering the relative costs and benefits of potential actions to choose the most appropriate one.

8. Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.

9. Management of Personnel Resources — Motivating, developing, and directing people as they work, identifying the best people for the job.

10. Systems Evaluation — Identifying measures or indicators of system performance and the actions needed to improve or correct performance, relative to the goals of the system.

L. Abilities

1. Oral Expression — The ability to communicate information and ideas in speaking so others will understand.

2. Written Expression — The ability to communicate information and ideas in writing so others will understand.

3. Written Comprehension — The ability to read and understand information and ideas presented in writing.

4. Oral Comprehension — The ability to listen to and understand information and ideas presented through spoken words and sentences.

5. Speech Clarity — The ability to speak clearly so others can understand you.

6. Near Vision — The ability to see details at close range (within a few feet of the observer).

7. Fluency of Ideas — The ability to come up with a number of ideas about a topic (the number of ideas is important, not their quality, correctness, or creativity).

8. Inductive Reasoning — The ability to combine pieces of information to form general rules or conclusions (includes finding a relationship among seemingly unrelated events).

9. Deductive Reasoning — The ability to apply general rules to specific problems to produce answers that make sense.

10. Originality — The ability to come up with unusual or clever ideas about a given topic or situation, or to develop creative ways to solve a problem.

M. Work Activities:

1. Communicating with Persons Outside Organization — Communicating with people outside the organization, representing the organization to customers, the public, government, and other external sources. This information can be exchanged in person, in writing, or by telephone or e-mail.

2. Communicating with Supervisors, Peers, or Subordinates — Providing information to supervisors, co-workers, and subordinates can be exchanged in person, in writing, or by telephone or e-mail.

3.

4. Getting Information — Observing, receiving, and otherwise obtaining information from all relevant sources.

5. Provide Consultation and Advice to Others — Providing guidance and expert advice to management or other groups on technical, systems-, or process-related topics.

6. Coordinating the Work and Activities of Others — Getting members of a group to work together to accomplish tasks.

7. Training and Teaching Others — Identifying the educational needs of others, developing formal educational or training programs or classes, and teaching or instructing others.

8. Establishing and Maintaining Interpersonal Relationships — Developing constructive and cooperative working relationships with others, and maintaining them over time.

9. Staffing Organizational Units — Recruiting, interviewing, selecting, hiring, and promoting employees in an organization.

10. Developing Objectives and Strategies — Establishing long-range objectives and specifying the strategies and actions to achieve them.

11. Organizing, Planning, and Prioritizing Work — Developing specific goals and plans to prioritize, organize, and accomplish your work.

N. Required Employee Characteristics:

1. Cooperation — Being pleasant with others on the job and displaying a good-natured, cooperative attitude.

2. Attention to Detail — Being careful about detail and thorough in completing work tasks.

3. Dependability — Being reliable, responsible, and dependable, and fulfilling obligations.

4. Integrity — Being honest and ethical.

5. Concern for Others — Being sensitive to others' needs and feelings and being understanding and helpful on the job.

6. Self Control — Maintaining composure, keeping emotions in check, controlling anger, and avoiding aggressive behavior, even in very difficult situations.

7. Stress Tolerance — Accepting criticism and dealing calmly and effectively with high stress situations.

8. Adaptability/Flexibility — Being open to change (positive or negative) and to considerable variety in the workplace.

9. Independence — Developing one's own ways of doing things, guiding oneself with little or no supervision, and depending on oneself to get things done.

10. Initiative — A willingness to take on responsibilities and challenges.

O. Continuing Contract Law: Employment with ESU #1 is subject to the rights and responsibilities of the Nebraska Teacher Tenure Act, Neb. Rev. Stat. §§79-824 et. seq. and the terms of the Contract between the Administrator and ESU #1. The terms of the employment agreement may not be modified except in writing signed by the Board President.

P. Essential Functions: The essential functions of the Administrator position include (1) regular, dependable attendance on the job; (2) the ability to perform the identified tasks and to possess and utilize the identified knowledge, skills, and abilities and to perform the

identified work activities; and, (3) the ability to perform the following identified physical requirements:

	Physical Requirements Administrator E = Essential NE = Non-Essential	**Item is not a requirement of the job**	**Occasional -- up to 33% of time**	**Occasional/Essential -- up to 33% of time, absolutely essential to the job**	**Frequent – between 34% - 66%**	**Continuous – over 66% of time**
	Stamina					
	1. Sitting				X	
	2. Walking				X	
	3. Standing		X			
	4. Sprinting/Running	X				
	Flexibility					
	5. Bending or twisting at the neck more than the average person		X			
	6. Bending or twisting at the trunk more than the average person		X			
	7. Squatting/Stooping/Kneeling		X			
	8. Reaching above the head		X			
	9. Reaching forward		X			
	10. Repeating the same hand, arm or finger motion many times (For example: typing, data entry, etc.)				X	
	Activities					
	11. Climbing (on ladders, into large trucks/vehicles, etc.)	X				
	12. Hand/grip strength	X				
	13. Driving on the job			X		
	14. Typing non-stop		X			
	Use of Arms and Hands					
	15. Manual dexterity (using a wrench or screwing a lid on a jar)		X			
	16. Finger dexterity (typing or putting a nut on a bolt)		X			
	Lifting Requirements					
	17. Lifting up to 10 pounds (Mark all that apply)					
	Floor to waist		X			
	Waist to shoulder		X			
	Shoulder to overhead		X			
	18. Lifting 11 to 25 pounds (Mark all that apply)					
	Floor to waist	X				
	Waist to shoulder	X				
	Shoulder to overhead	X				
	19. Lifting 26 to 50 pounds (Mark all that apply)					
	Floor to waist	X				
	Waist to shoulder	X				
	Shoulder to overhead	X				
	20. Lifting 51 to 75 pounds (Mark all that apply)					
	Floor to waist	X				

	Waist to shoulder	X				
	Shoulder to overhead	X				
	21. Lifting 76 plus pounds (Mark all that apply)					
	Floor to waist	X				
	Waist to shoulder	X				
	Shoulder to overhead	X				
	22. Can load/items weighing over 50 pounds that are lifted or carried be shared, or reduced into smaller loads?	X				
	Pushing/Pulling					
	23. 25 to 50 pounds	X				
	24. 51 to 75 pounds	X				
	25. 76 to 90 pounds	X				
	26. Over 90 pounds	X				
	Carrying					
	27. 10 to 25 pounds		X			
	28. 26 to 50 pounds	X				
	29. 51 to 75 pounds	X				
	30. 76 to 90 pounds	X				
	31. Over 90 pounds	X				

EDUCATIONAL SERVICE UNIT NO. 1
ADMINISTRATOR PERFORMANCE EVALUATION

Administrator's Name: Bill Heimann

The Board of Directors will evaluate the Administrator through a formal procedure at least once annually. **Each board member that fills out an evaluation is to send it to the Board President and a summary of evaluation ratings may be compiled into one document**. The Board president will discuss the results and provide a summary to the Administrator. The Board president will report the consensus for the final evaluation document and, as determined by the board in accordance with the open meetings laws, a review may be conducted during an executive session at a board meeting.

Evaluation is a process whereby the performance of an employee is assessed in relation to the goals, objectives, and philosophy of the organization. The stated purposes of the Administrator's evaluation are to:

A. Evaluate the effectiveness of job performance.
B. Provide the Unit Administrator with feedback of the job performance.
C. Document a record of the administrator's annual job performance.

Directions: Board members are to rate each of the six (6) performance categories (Leadership, Board Relations, Staff Relations, Public Relations, Program Development, Fiscal Management) with the assistance of the five indicators listed below in each category. **Circle one rating value for each performance category**. The descriptor codes are as follows:

Rating Value = 4 Accomplished (A)… is performance that is defined to "exceed the standard" and is addressing all five indicators appropriately.

Rating Value = 3 Competent (C)… is performance that is defined as "meeting the standard" and needs to address at least one indicator more appropriately.

Rating Value = 2 Needs Improvement (NI)… is performance that is defined as "below the standard" and needs to address at least two indicators more appropriately.

Rating Value = 1 Unsatisfactory (US)… is performance that is defined as "not

1	2	3	4	**Leadership**
+	-			Creates a vision for the ESU and challenges others to follow.
+	-			Approaches work with enthusiasm, commitment, and integrity.
+	-			Listens well to others and creates an environment conducive to learning.
+	-			Provides supervision and leadership for all operations of the ESU.
+	-			Represents the ESU on local, state, and national matters

1 2 3 4 Board Relations

+ - Communicates and establishes a relationship of trust with all board members.
+ - Attends all board meetings and supports decisions to public and staff.
+ - Keeps the Board informed regarding needed programs and progress of programs.
+ - Represents (and informs) the Board when dealing with unforeseen situations.
+ - Establishes procedures to comply with policy, state and national laws.

1 2 3 4 Staff Relations

+ - Is visible, listens, promotes collaboration, teamwork, and accomplishments.
+ - Provides staff development appropriate for ESU personnel.
+ - Meets and confers with staff on ESU matters, such as salary, programs, goals, etc.
+ - Recommends employment to the Board and determines assignment of staff.
+ - Ensures staff evaluations and recommends promotions/dismissals to the Board.

1 2 3 4 Public Relations

+ - Promotes and maintains a focus on the mission of the ESU.
+ - Maintains a good working relationship between the ESU and schools served.
+ - Develops and implements a publicity strategy for the ESU.
+ - Is actively involved in the ESUCC and legislative matters.
+ - Communicates effectively when dealing with the staff, board, and public.

1 2 3 4 Program Development

+ - Develops and aligns ESU program of services with school district needs.
+ - Promotes scheduled meetings and in services for school district personnel.
+ - Ensures alignment of ESU program with State and Federal mandates.
+ - Conducts plan for an ongoing ESU improvement process.

1 2 3 4 Fiscal Management

+ - Establishes and communicates a plan for budgeting, facilities, resources, etc.
+ - Prepares and administers an annual budget as adopted by the Board.
+ - Authorizes purchases for items covered by the budget.
+ - Maintains an accurate account of all financial transactions.
+ - Maintains an accurate inventory of equipment and materials.

Areas of Strength

Areas of Concern (Problems)

Signature of Board President:_____Date: _____

Signature of Administrator:_____Date: _____
(Signatures indicate only that the evaluation results have been shared. The Administrator may attach comments to this three page performance evaluation at any time.)