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given in advance by publication and/or posting in accordance with the Board approved method
for giving notice of meetings. Notice of this meeting was given in advance to all members of the
Board of Education. The Secretary of the Board maintains a list of the news media requesting
notification of meetings and advance notification to the listed media of the time and place of the
meeting and the subjects to be discussed at this meeting was provided. Availability of the agenda
was communicated in the publicized notice and a current copy of the Agenda was maintained as
stated in the publicized notice. All proceedings of the Board of Education, except as may be
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Chris Booth: Absent
Paul Potadle: Present
Mandyn Pruess: Present
Burt Rogers: Present
Bill Skinner: Absent
Sheryl Stansberry: Present
Bill Skinner: Present

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1. Call the meeting to order

2. Open Meetings Law

3. Roll Call

4. Consent Agenda

4.1. Approval of Minutes

4.2. Approval of General Fund Bills

4.3. Approval of Board Member Absence

5. Treasurer's report

6. Recognition of Students and Staff

7. Recognition of Visitors/Public Comment

8. ACTION ITEMS

8.1. Accept the retirement of Superintendent Dan Gross at the end of the 2022-23 school year to participate in the district early separation program

9. DISCUSSION ITEMS

9.1. Discuss timeline for the superintendent evaluation

9.2. Discuss board attendance at the State Education Conference in Omaha

9.3. Discuss options for hiring a search firm to hire a superintendent for the 2023-24 school year.

10. Principal Reports

10.1. Elementary Principal

10.2. Secondary Principal

11. Board Reports

11.1. Negotiations Committee report

11.2. Set meeting for building and grounds committee meeting

11.3. Set meeting for Committee on Americanism

12. Superintendent Report

13. Next meeting date and time

14. Adjournment

Board of Education Regular Meeting

Monday, September 12, 2022 7:30 PM

Tekamah-Herman Public Schools, 112 N 13th St, Tekamah, NE 68061

Chris Booth: Present
Paul Potadle: Present
Mandyn Pruess: Present
Burt Rogers: Present
Bill Skinner: Present
Sheryl Stansberry: Absent

- | | |
|-------------------------------------|------------------------------------|
| 1. Call the meeting to order | Speaker(s): Board President |
| 2. Open Meetings Law | Speaker(s): Board President |
| 3. Roll Call | Speaker(s): Board President |

4. **Consent Agenda**

Action(s):

The motion to approve the consent agenda including the current claims, August 8th, 2022 minutes and the absence of Sheryl Stansberry Passed with a motion by Chris Booth and a second by Burt Rogers.

Voting Detail:

Chris Booth: Yea
Paul Potadle: Yea
Mandyn Pruess: Yea
Burt Rogers: Yea
Bill Skinner: Yea
Sheryl Stansberry: Absent

Voting Summary: Yea: 5, Nay: 0, Absent: 1

4.1. Approval of Minutes

4.2. Approval of General Fund Bills

4.3. Approval of Board Member Absence

5. **Treasurer's report**

Discussion: Mr. Gross reviewed the July 2022 Treasurer's report with the Board.

6. **Recognition of Students and Staff**

Discussion: Mrs. Beck recognized Alexis Gibson and Amanda Hansen for starting trips to the museum with our second graders to support various topics embedded in our curriculum. 85 Elementary students have been recognized by their teachers for following our building-wide expectations of being responsible, respectful, and safe. The official celebration will be held during the ROAR Rally in October. Finally, the Special Education team of teachers and Paraprofessionals attended CPI restraint training on Friday, 9/9/2022. This is important training to keep our students and

staff safe at school.

Mr. Miller reported that all staff were trained on our ESU2Grows System, allowing staff's Professional Growth goals, self-evaluations, walk-through evaluations, and formal evaluations to all be housed in the same portal, and work together as part of the same conversation. Mrs. Ransier took 40 Ag students to an Agriculture Career Fair in Oakland, providing exposure to a number of different Ag career fields and employers., and lastly he reported 99 students in the high school, and 56 students in the Jr. High are participating in fall extra curricular activities.

7. Recognition of Visitors/Public Comment

Discussion: None

8. ACTION ITEMS

8.1. Approve Cami Gregerson as a local substitute

Action(s):

The motion to approve Cami Gregerson as a local substitute Passed with a motion by Bill Skinner and a second by Chris Booth.

Voting Detail:

Chris Booth: Yea
Paul Potadle: Yea
Mandyn Pruess: Yea
Burt Rogers: Yea
Bill Skinner: Yea
Sheryl Stansberry: Absent

Voting Summary: Yea: 5, Nay: 0, Absent: 1

8.2. Approve November 7th as a non-instructional day due to the EHC Vocal Clinic

Action(s):

The motion to approve November 7th as a non-instructional day Passed with a motion by Mandyn Pruess and a second by Burt Rogers.

Voting Detail:

Chris Booth: Yea
Paul Potadle: Yea
Mandyn Pruess: Yea
Burt Rogers: Yea
Bill Skinner: Yea
Sheryl Stansberry: Absent

Voting Summary: Yea: 5, Nay: 0, Absent: 1

8.3. Approve using the building fund not to exceed \$6000.00 to continue site improvements to the bus barn by our building construction classes.

Action(s):

The motion to approve using the building fund to continue site improvements to the bus barn by our building construction classes not to exceed \$6,000.00 on an office area, plumbed restroom, and storage Passed with a motion by Chris Booth and a second by Bill Skinner.

Voting Detail:

Chris Booth: Yea
Paul Potadle: Yea
Mandyn Pruess: Yea
Burt Rogers: Yea
Bill Skinner: Yea
Sheryl Stansberry: Absent

Voting Summary: Yea: 5, Nay: 0, Absent: 1

8.4. Approve revised ESU2 Special Education Services Contract

Action(s):

The motion to approve the ESU2 special education services contract in the amount of \$329,603 Passed with a motion by Burt Rogers and a second by Chris Booth.

Voting Detail:

Chris Booth: Yea
Paul Potadle: Yea
Mandyn Pruess: Yea
Burt Rogers: Yea
Bill Skinner: Yea
Sheryl Stansberry: Absent

Voting Summary: Yea: 5, Nay: 0, Absent: 1

9. **DISCUSSION ITEMS**

9.1. Discuss the 2022-23 school budget

Discussion: Mr. Gross reviewed the timeline for the Budget public hearing and special meeting to approve the budget. Also discussed were the proposed tax asking and levy amounts.

10. **Principal Reports**

10.1. Elementary Principal

Discussion: Mrs. Beck reported the enrollment in the elementary is + 1 for the year. Beck introduced Hansen and Gibson do a short presentation on the new standards-based report cards for students in grades K-3. Beck finished with her professional goals she has set for herself for the upcoming year.

10.2. Secondary Principal

Discussion: Mr. Miller reported enrollment is remaining steady for this year at +1 student. Miller also gave a detailed list of his professional goals to the Board members.

11. **Board Reports**

Discussion: The Finance committee met to go through preliminary budget numbers. Gross will be in contact with]the Building and Grounds committee to meet soon to discuss concrete work and bid for additional/outdoor cameras.

12. **Superintendent Report**

Discussion: Mr. Gross discussed the challenges with the installation of the softball net, the approval from the city with 2-15 minute parking

stalls for in front of the new entrance, our new live streaming system (Hudl Focus), the upcoming shot clinic during PT conferences, and the report from the school improvement team's focuses. Gross reminded the Board of the upcoming School Board Conferences in November, the yearly school addition walk-through process.

13. Executive session to discuss a personnel issue

Action(s):

At 8:16 PM, the motion to move into executive session Passed with a motion by Bill Skinner and a second by Chris Booth.

Voting Detail:

Chris Booth: Yea
Paul Potadle: Yea
Mandyn Pruess: Yea
Burt Rogers: Yea
Bill Skinner: Yea
Sheryl Stansberry: Absent

Voting Summary: Yea: 5, Nay: 0, Absent: 1

The motion to dismiss from executive session and reconvene in open session at 9:00 PM with no action taken Passed with a motion by Burt Rogers and a second by Bill Skinner.

Voting Detail:

Chris Booth: Yea
Paul Potadle: Yea
Mandyn Pruess: Yea
Burt Rogers: Yea
Bill Skinner: Yea
Sheryl Stansberry: Absent

Voting Summary: Yea: 5, Nay: 0, Absent: 1

14. Next meeting date and time: Budget Hearing at 6:00 PM on Wednesday, September 28

15. Adjournment

Action(s):

Motion to adjourn meeting 9:00 P.M. Passed with a motion by Burt Rogers and a second by Bill Skinner.

Voting Detail:

Chris Booth: Yea
Paul Potadle: Yea
Mandyn Pruess: Yea
Burt Rogers: Yea
Bill Skinner: Yea
Sheryl Stansberry: Absent

Voting Summary: Yea: 5, Nay: 0, Absent: 1

2022-2023 Budget Hearing

Wednesday, September 28, 2022 6:00 PM

Tekamah-Herman Board Room, 112 N 13th St, Tekamah, NE 68061

Chris Booth: Present
Paul Potadle: Present
Mandyn Pruess: Present
Burt Rogers: Present
Bill Skinner: Present
Sheryl Stansberry: Present

1. Call the meeting to order

2. Open Meetings Law

3. Roll Call

4. Discussion Items

4.1. Discuss the 2022-23 school budget

Discussion: Mr. Gross addressed the attendees about the proposed 2022-23 budget. The address started with an explanation of the "pink cards". Gross explained the Burt County Residents 2021 Tax column includes your tax relief, credits and homestead exemptions. The second column, labeled 2022 Estimated Tax does not include relief, credits or exemptions. Therefore, the column labeled Estimated Change shows an inflated amount. The Tekamah-Herman residents in Washington County have a different result on their cards. Both tax columns include the same credits-so the estimated tax column is an accurate estimate. Gross reported that the 2022-23 budget was compiled in the same manner as we have done for many years in the past. The result of the cards was due to a law change. As stated, Tekamah-Herman Schools grows their budget by the allowable amount each year using all of the budget authority allowed. We work closely with the Nebraska Department of Education's Finance Department and follow their recommendations. This budget is due on September 30, 2022. The tax increase is in the General Fund only. The Bond and Building Fund's levy will go unchanged. Increase in taxes are due to the replenishment of our cash reserve which is between 3 - 4 months of operating expenses plus the 8% inflationary economy. Gross finished his presentation showing the tax asking for the past six years. In 2016-2017, the tax asking was \$8,383,838. The proposed tax asking for the 2022-23 school year is \$7,983,621.

5. Public Comment

Discussion: The Board heard public comment from Teresa DeVries and Shawn Qualley.

6. **Date/Time of next meeting: Special meeting to approve the budget and tax asking resolution following budget hearing**

7. **Adjournment**

Action(s):

The motion to adjourn at 6:44 P.M. Passed with a motion by Burt Rogers and a second by Chris Booth.

Voting Detail:

Chris Booth: Yea

Paul Potadle: Yea

Mandyn Pruess: Yea

Burt Rogers: Yea

Bill Skinner: Yea

Sheryl Stansberry: Yea

Voting Summary: Yea: 6, Nay: 0

Board Secretary

Special Meeting

Wednesday, September 28, 2022 After Budget Hearing
Tekamah-Herman Public Schools High School Library, 112 N 13th St, Tekamah, NE
68061

Chris Booth: Present
Paul Potadle: Present
Mandyn Pruess: Present
Burt Rogers: Present
Bill Skinner: Present
Sheryl Stansberry: Present

1. Call the meeting to order

2. Open Meetings Law

3. Roll Call

4. Action Items

4.1. Approve the 2022-23 Tax Asking Resolution

Action(s):

The motion to approve the 2022-23 Tax Asking Resolution Passed with a motion by Sheryl Stansberry and a second by Chris Booth.

Voting Detail:

Chris Booth: Yea
Paul Potadle: Yea
Mandyn Pruess: Yea
Burt Rogers: Yea
Bill Skinner: Yea
Sheryl Stansberry: Yea

Voting Summary: Yea: 6, Nay: 0

Discussion: RESOLUTION SETTING THE PROPERTY TAX REQUEST

Where as, Nebraska Revised Statute 77-1632 and 77-1633 provides that the Governing Body of Tekamah-Herman passes by a majority vote a resolution or ordinance setting the tax request; and

Where as, a special public hearing was held as required by law to hear and consider comments concerning the property tax request;

Now, therefore, the Governing Body of Tekamah-Herman resolves that:

1. The 2022-23 property tax request be set at:
 - General Fund: \$6,573,763.00
 - Bond Fund: \$954,949,909.00
 - Special Building Fund: \$454,909.00
2. The total assessed value of property differs from last year's total assessed value by 6.84 percent.
3. The tax which would levy the same amount of

property taxes as last year, when multiplied by the new total assessed value of property would be .0793134 per \$100 of assessed value.

4. Tekamah-Herman proposes to adopt a property tax request that will cause its rate to be .866412 per \$100 of assessed value.

5. Based on the proposed property tax request and changes in other revenue, the total operating budget of Tekamah-Herman will increase (or decrease) last year's budget by -21.73 percent.

6. A copy of this resolution be certified and forwarded to the County Clerk on or before October 15, 2022.

4.2. Approve the 2022-23 school budget

Action(s):

The motion to approve the 2022-2023 school budget as presented Passed with a motion by Burt Rogers and a second by Chris Booth.

Voting Detail:

Chris Booth:	Yea
Paul Potadle:	Yea
Mandyn Pruess:	Yea
Burt Rogers:	Yea
Bill Skinner:	Yea
Sheryl Stansberry:	Yea

Voting Summary: Yea: 6, Nay: 0

5. **Date/Time of next meeting: October 10, 2022 at 7:30 - Regular Meeting**

6. **Adjournment**

Action(s):

The motion to adjourn at 6:50 P.M. Passed with a motion by Bill Skinner and a second by Sheryl Stansberry.

Voting Detail:

Chris Booth:	Yea
Paul Potadle:	Yea
Mandyn Pruess:	Yea
Burt Rogers:	Yea
Bill Skinner:	Yea
Sheryl Stansberry:	Yea

Voting Summary: Yea: 6, Nay: 0

Tekamah-Herman Public Schools

<u>Check Number</u>	<u>Check Date</u>	<u>Entity Name</u>	<u>Amount</u>
142438	10/10/2022	AMAZON CAPITAL SERVICES, INC	924.65
142439	10/10/2022	Apple Computer Inc	1,495.00
142440	10/10/2022	Bomgaars Supply, Inc.	361.33
142441	10/10/2022	Braniff Service	2,260.06
142442	10/10/2022	MICHAEL BRANIFF	24.44
142443	10/10/2022	BRUMMOND DISPOSAL	400.00
142444	10/10/2022	Buddies	17.00
142445	10/10/2022	Cannon	628.46
142446	10/10/2022	Margaret Carlson	60.00
142447	10/10/2022	CAROLINA BIOLOGICAL SUPPLY CO	30.78
142448	10/10/2022	Cass Plumbing	1,524.82
142449	10/10/2022	CENTURYLINK	516.08
142450	10/10/2022	City Of Tekamah	895.98
142451	10/10/2022	CITY WIDE FACILITY SOLUTIONS	11,200.00
142452	10/10/2022	Cubby's, Inc.	383.09
142453	10/10/2022	Dietze Music House, Inc.	134.65
142454	10/10/2022	DOLLAR GENERAL-410526	286.10
142455	10/10/2022	ESU #2	532.00
142456	10/10/2022	ESU #2	72,445.43
142457	10/10/2022	ESU #2	13,857.04
142458	10/10/2022	FASTWYRE	1,179.27
142459	10/10/2022	Follett School Solutions, Inc.	1,604.46
142460	10/10/2022	JENNIFER GAHAN	168.75
142461	10/10/2022	Daniel Gross	108.75
142462	10/10/2022	BRI HANSEN	111.63
142463	10/10/2022	THE HOME DEPOT PRO	2,244.95
142464	10/10/2022	INNOVATIVE OFFICE SOLUTIONS LLC	10.71
142465	10/10/2022	KELVIN L.P.	162.75
142466	10/10/2022	KSB SCHOOL LAW, PC LLO	945.00
142467	10/10/2022	Learn 2 Move	922.71
142468	10/10/2022	LEE ENTERPRISES ADVERTISING	153.84
142469	10/10/2022	LOFFLER	1,539.58
142470	10/10/2022	Holly Loftis	190.00
142471	10/10/2022	Matheson Tri-Gas, Inc	170.09
142472	10/10/2022	McGraw Hill Book Co.	32.13
142473	10/10/2022	NICK MILLER	207.50
142474	10/10/2022	NE Council School Administrators	225.00
142475	10/10/2022	Nebraska Public Power	8,200.00
142476	10/10/2022	Nebraska Rural Community School	850.00
142477	10/10/2022	Nebraska/Central Equipment, Inc.	47.64
142478	10/10/2022	OPEN UP RESOURCES	14.00
142479	10/10/2022	Payflex Systems USA, Inc.	400.00
142480	10/10/2022	RISE BROADBAND	252.88
142481	10/10/2022	ZACH ROSENBOOM	305.63
142482	10/10/2022	JESSICA SATORIE	95.00
142483	10/10/2022	Savemore Market	371.23
142484	10/10/2022	Scholastic	1,989.88
142485	10/10/2022	Shamburg Auto Supply, Inc.	613.07
142486	10/10/2022	Supreme School Supply Co.	123.05
142487	10/10/2022	Verizon Wireless	121.73
142488	10/10/2022	WALTER LYDICK	3,900.00
142489	10/10/2022	West Point Public Schools	1,965.43
142490	10/10/2022	WOODRIVER ENERGY LLC	498.89
	10/10/2022	BRIDGET ABRAHAM	204.25
	10/10/2022	MANNI BELFRAGE	72.50
	10/10/2022	VANESSA BRAND	290.00
	10/10/2022	CARRIE BRANIFF	52.25
	10/10/2022	BRIDGETTE BRAYMEN	154.38
	10/10/2022	Abra Bridges	166.25
	10/10/2022	ANDREA BROMM	95.00
	10/10/2022	JAIME BRUMMOND	118.75
	10/10/2022	SARAH BRUSEGAARD	194.75
	10/10/2022	WES OR LISA BURT	142.50
	10/10/2022	SABINA CAMERON	118.75
	10/10/2022	JILL CONNEALY	166.25
	10/10/2022	KENDAL DORN	45.13
	10/10/2022	ROBERT & BREANNE EVASIC	125.88
	10/10/2022	ASHLEY FISHER	127.50
	10/10/2022	ASHLEY GOBEL TYSON	190.00
	10/10/2022	DEANNA GOODWIN	213.75
	10/10/2022	JOEL HAMAN	197.13

10/10/2022	AMANDA HANSEN	83.13
10/10/2022	KYLIE HANSEN	166.25
10/10/2022	LINDSEY HANSEN	95.00
10/10/2022	TARYN HANSEN	312.75
10/10/2022	KATHY HUESER	182.88
10/10/2022	CONNIE JARZYNKA	112.50
10/10/2022	MACKENZIE KAHLANDT	223.25
10/10/2022	JAMES KELLY	166.25
10/10/2022	DANIELL KRAUSE	85.50
10/10/2022	BECKY KUNZ	123.75
10/10/2022	TIMOTHY OR GINA LANDSPERGER	66.50
10/10/2022	KATIE LEICHLER	285.00
10/10/2022	MICHAELA MANN	116.38
10/10/2022	TIFFANY MARQUARDT	128.25
10/10/2022	LAURA MCELMURAY	87.88
10/10/2022	MICHELLE NIEWOHNER	83.13
10/10/2022	KELSEY OLSON	19.00
10/10/2022	RYANN PAGELS	356.25
10/10/2022	KELLI PAULSON CRIST	149.50
10/10/2022	CHRIS PETERSEN	47.50
10/10/2022	CURT OR RENEE PETERSEN	142.50
10/10/2022	JENNIFER POTADLE	83.13
10/10/2022	REBECCA RAUE	255.00
10/10/2022	BRITTANY RAY	152.00
10/10/2022	SHAUNA SELF	330.13
10/10/2022	CHRIS SMUTNY	118.75
10/10/2022	JILL SPENNER	180.00
10/10/2022	KERRI STRODE	142.50
10/10/2022	SEAN THIEMANN	204.25
10/10/2022	MICHELLE TOBIN	220.88
10/10/2022	Kiley Worley	<u>285.00</u>
		145,382.27

DEPRECIATION

1060	10/10/2022	VIRCO INC	<u>6,083.41</u>
			6,083.41

BUILDING

1698	10/10/2022	Menards	3,581.71
1699	10/10/2022	WALTER LYDICK	<u>26,325.00</u>
			29,906.71

GENERAL FUND		
Aug-22		
CASH ON HAND	\$ 2,540,619.77	
GENERAL REIMBURSEMENT FUND		
CASH BALANCE		\$ 2,540,619.77
BURT COUNTY TAXES	\$ 950,511.09	
WASH COUNTY TAXES	\$ 281,268.75	
LOCAL RECIEPTS	\$ 344.58	
INTEREST	\$ 353.83	
	T. REVENUE	\$ 1,232,478.25
		\$3,773,098.02
PAYROLL	\$ 478,830.05	
EXPENDITURES	\$ 192,392.93	
	T. EXPENDITURES	\$ 671,222.98
		\$3,101,875.04
PERCENTAGE OF BUDGET SPENT AS OF 08/31/2021		78.90%
PERCENTAGE OF BUDGET SPENT AS OF 08/31/2022		75.92%
DEPRECIATION FUND		
Aug-22		
CASH ON HAND	\$ 104,994.62	
CASH BALANCE		\$ 104,994.62
INTEREST		
	\$ 9.71	\$ 9.71
	TOTAL REVENUE	\$105,004.33
EXPENDITURES	\$ 1,560.00	
	TOTAL EXPENDITURES	\$ 1,560.00
Ending Balance 08/31/2022		\$103,444.33
EMPLOYEE BENEFIT FUND		
Aug-22		
CASH ON HAND	\$ 51,427.80	
CASH BALANCE		\$ 51,427.80

INTEREST	\$	1.84	
			\$ 1.84
		TOTAL REVENUE	\$ 51,429.64
EXPENDITURES	\$	-	
		TOTAL EXPENDITURES	\$ -
Ending Balance 08/31/2022			\$51,429.64
ACTIVITY FUND			
Aug-22			
CASH ON HAND	\$	104,177.14	
CASH BALANCE			\$ 104,177.14
DEPOSITS	\$	33,767.99	
INTEREST	\$	69.51	
			\$ 33,837.50
TOTAL REVENUE			\$138,014.64
EXPENDITURES	\$	16,092.63	
		TOTAL EXPENDITURES	\$ 16,092.63
Ending Balance 08/31/2022			\$121,922.01
LUNCH FUND			
Aug-22			
CASH ON HAND	\$	58,141.46	
CASH BALANCE			\$ 58,141.46
DEPOSITS	\$	19,565.05	
INTEREST	\$	6.54	
			\$ 19,571.59
		TOTAL REVENUE	\$ 77,713.05
EXPENDITURES	\$	9,921.92	
PAYROLL	\$	3,201.07	
			\$ 13,122.99
Ending Balance 08/31/2022			\$64,590.06

BOND FUND		
Aug-22		
CASH ON HAND	\$ 244,741.78	
CASH BALANCE		\$ 244,741.78
BURT COUNTY TAXES	\$ 150,084.09	
WASHINGTON COUNTY TAXES	\$ 44,656.31	
INTEREST	\$ 65.50	
		\$ 194,805.90
	TOTAL REVENUE	\$439,547.68
EXPENDITURES		
	TOTAL EXPENDITURE	\$ -
Ending Balance 08/31/2022		\$439,547.68
BUILDING FUND		
Aug-22		
CASH ON HAND	\$ 1,942,877.59	
CASH BALANCE		\$ 1,942,877.59
BURT COUNTY TAXES	\$ 71,499.15	
WASHINGTON COUNTY TAXES	\$ 21,272.97	
INTEREST	\$ 664.75	
		\$ 93,436.87
	TOTAL REVENUE	\$ 2,036,314.46
EXPENDITURES	\$ 9,050.00	
		\$ 9,050.00
Ending Balance 08/31/2022		\$2,027,264.46



October 10, 2022

Tekamah-Herman Board of Education,

We appreciate the opportunity to share information on the NASB Superintendent Search Service with the Board of Education. The Nebraska Association of School Boards provides a multitude of services to our members, including superintendent search services. The team at NASB would value the opportunity to work with the school district again, through the search process.

My name is Shari Becker, and I am the Director of the Nebraska Association of School Boards Education Leadership Search Service. I have been the Director of the Search Service since April of 2013 and worked for the Service for six years prior to becoming the Director. I have worked on over 100 searches, taking the lead on over 70.

Hiring a superintendent is one of the most important decisions a school board will make. The NASB Search Service looks at the process through the eyes of a board member. We ensure a highly professional search process that will attract quality applicants but will also bring credit to the board for the manner in which the search is conducted.

Please contact me at the number below if you have any questions.

Respectfully submitted,

Shari L. Becker

Shari L. Becker
Director of NASB Education Leadership Search Services
402.416.4483 Cell

Search Service Protocol

In the following section, you will see a detailed outline of the NASB Search Protocol. We typically meet with the full board two or three times during the search.

Preliminary Work

- Distribute board survey
- Begin creation of marketing flyer
- Advertise vacancy on NASB and other applicable sites

Board Work Session I

- Collaborate with the board to design a timeline to guide the search process
- Review and discuss board survey results and Leadership Profile document

NOTE: Leadership Profile is developed from input directly from board members. The Board will review the Profile and NASB will alter, as necessary. The Profile is then used to guide the Board in selecting interview questions, selecting interview candidates, and assessing the interview process. The Profile will ultimately guide a board retreat once the permanent superintendent begins.

- Discuss search process details, interview questions and schedule structure
- Discuss NASB Statewide Superintendent Salary Survey and compensation package
- Discuss interview questions and procedures with the board
- Discuss participants and logistics of the interview process with the board

NASB Duties

- Recruit to identify quality applicants
- Receive, process, and screen all completed online applications and supporting documentation
- Conduct comprehensive professional and personal reference checks including internet search, criminal background search, adult/child abuse check and credit check

District Staff/Community Visit (Eliminated with Option II)

- Engage staff, students, parents, patrons and community leaders through onsite visit
- Distribute an electronic survey to stakeholders of the district to elicit feedback
- Compiled survey comments are provided for board review prior to/at Special Meeting III

Board Work Session II (Eliminated with Option II)

- Review and discuss current district documents including superintendent job description, superintendent evaluation tool, and superintendent contract (Note: the Association stipulates in the Search agreement that following discussion of the contract, the board will communicate and work with the district's school attorney to authorize any and all changes as the Board deems appropriate to the contract)

Board Special Meeting III

- NASB presents all applicant names and screening results to the Board of Education for review and consideration (unless board requests otherwise)
- NASB provides a Candidate Assessment document for the board's use during the interview and deliberation process to compare candidate materials and candidate interview
- Finalize interview schedule and questions
- Discussion of final details and protocol

Final Duties - Board

- Interview candidates for the position
- Negotiate with the candidate of choice (NASB will assist at the board's request)
- Ratify the contract at an advertised meeting of the board

Final Interview Details - NASB

- Handle communications with all applicants and interview candidates
- Coordinate travel arrangements for candidates
- Conduct post-interview conference with interview candidates and communicate information to the board

Additional Duties (Eliminated with Option II)

- Conduct Board Retreat with the board once the new superintendent begins. This session fee is included in the search fee except for travel to the district.
- Provide a two-year guarantee for boards who complete the Retreat

Consultant Details

The search for a Superintendent of Schools for Tekamah-Herman Schools will be conducted by Director of Search Services, Shari Becker and staff members that specialize in searches and open meetings law.



Shari started with the Association Search Service in 2007 as a field consultant and has served as the Director of the Search Service since April 2013. Shari handles recruiting quality educators, facilitating district stakeholder engagement and board work sessions, and screening applicants. Shari is knowledgeable in Open Meetings Law and tracks all superintendent openings in Nebraska. She has worked on over 100 searches, taking the lead on over 70. Shari is active with the National Affiliation of Superintendent Searches.

She is currently serving as chair elect on the leadership team.

Shari brings a wide range of background experience to her role with the Association. Prior to her employment with NASB she provided recruitment, hiring and training services to a local financial/management company for 13 years. She has her Bachelor's degree in Administrative Resource Management as well as a Post-Baccalaureate in Education. Shari is also a Gallup Certified Strengths Coach and an ODR Approved Mediator.

Board Member References

Ainsworth Community Schools, Jim Arens, Board President, (402) 387-2381

Elm Creek Public Schools, JC Ourada, Board President, ourada007@hotmail.com; (308) 440-2775

Pleasanton Public Schools, Matt Pawloski, Board President, (308) 627-2050

Springfield Platteview Community Schools, Cori Swanson, Search Committee Chair, (402) 740-7675

Wakefield Community Schools, Bree Brown, Board President, (402) 369-0401

Wood River Rural Public Schools, Joyce Willoughby, Board President, (308) 379-3511

NASB Fees Associated with the Search

Option I Search Fee

\$5,500

Includes:

- All details described in Search Service Protocol
- Advertising Options with no fee
- Board Retreat after July 1, 2023
- Two-year Guarantee on the hire

- Miscellaneous (One Source background checks, copies, postage, and other office expenses)

Does not include:

Travel expenses for NASB Consultants to include mileage and meals (Mileage billed at the standard IRS mileage rate i.e. \$.585 for 2022)

Option II Search Fee

\$3,600

Includes:

- All details listed under Meeting I and III on Search Service Protocol
- Application handling and screening of all applications, presentation of all applicants to the board

Does not include:

- Meeting II Elements (including District Visit and Stakeholder Survey)
- Two-year Guarantee
- Board Retreat (can include this with Option II for an additional \$500)
- Travel expenses – mileage and meals

NRCSA Search Options

NRCSA FULL SEARCH

Planning Phase Services: Two meetings.

- **Comprehensive search plan and timeline.
- **Develop district/candidate profile following Board, staff, community meetings. On-line survey available.
- **Develop Staff/Community engagement plan.
- **Research comparable compensation packages.
- **Review Superintendent contract language.
- **Develop NRCSA Vacancy Announcement.

Recruiting/Screening Phase:

- **Widely distribute NRCSA Vacancy Announcement.
- **Advertise in World-Herald and free media.
- **E-mail/personal contacts with potential candidates.
- **Compile/analyze applicant data including NRCSA application form, recommendation letters, proof of certification/endorsement, background questions.
- **Extensive reference check calls; **2 consultants.**
- **Categorize candidates for Board consideration based on fit to the district/candidate profile.

Finalist Selection/Pre-Interview: One meeting.

- **Meet with Board to review all applicant files.
- **Recommend potential finalists to Board.
- **Arrange for One Source background checks for finalists at NRCSA Expense.
- **Apprise Board of open meetings/open records law
- **Assist Board, staff and community committees in developing interview questions and procedures.
- **Provide Board rubric to evaluate finalists.
- **Contact finalists to arrange interviews.

Interview Phase: Consultants monitor in person.

- **Schedule finalist interviews with all groups.
- **Develop and copy interview packets.
- **Develop interview procedures checklist
- **Attend all Interview Day(s) to facilitate process
- **Monitor and assist in selection process in person, if desired.

Cost: \$5,250 for NRCSA Members, \$6,250 for Non Members plus advertising costs & reimbursement for travel to meetings.

Staff: Two NRCSA consultants .

Transition Phase: One meeting.

- **Meet with Board and new Superintendent to plan successful transition.

Warranty: Two years if Superintendent leaves for dissatisfaction or if Board initiates non-renewal or resignation. Follow up search done for expenses only. Must participate Transition Phase.

NRCSA DISCOUNTED SEARCH

Planning Phase Services: One meeting.

- **Similar to Full Search option except the meetings with faculty/staff and community committees are eliminated and profile developed with Board only. On-line survey available.
- **Review of Superintendent contract language eliminated.

Recruiting/Screening Phase:

- **Same as Full Search option. A second consultant assists with reference calls.

Finalist Selection/Pre-Interview: One meeting

- **Similar to Full Search option except One Source background checks are billed to the client.
- **One pre-interview meeting is held with faculty/staff and community committees to develop interview questions and procedures.

Interview Phase: Consultants monitor by phone.

- **Unlike the Full Search option, NRCSA consultants will not attend the Interview Day(s) but will be available by phone.
- **Client asked to copy and distribute finalist materials and interview packets.
- **Consultants available by phone to assist Board in selection process.

Cost: \$3,000 for NRCSA Members, \$4000 for Non Members plus advertising costs & reimbursement for travel to meetings.

Staff: One NRCSA consultant plus assistance on reference checks.

Transition Phase:

- **Not offered.

Warranty:

- **Not offered.

Tekamah-Herman Board Meeting
Elementary Report

10/10/22

Staff and Student Recognition

- The following students were recognized as students of the month for September: Wyatt Hansen, Tula Urbanski-Gowen, Henlea Welte, Colby Shuett, Garrett Abraham, Slader Ray, Cole Peterson, Carter Woodcock, Haylee Hansen, Teagan Hansen, Ivy Johnson, Hailie Hall, Graysen Abraham, Maryn Paul, Iris Booth
- The Tiger Branch of First Northeast Bank of Nebraska has opened, and our 6th grade students have been trained as tellers. The bank is off to a great start this year! Thanks to Julie Fleischman and Margaret Carlson for working with Kristi Braniff to organize the teller training.

Principal's Report

- In the month of September our enrollment numbers did not change.
- Per the Nebraska Reading Improvement Act, individual reading plans have been written and communicated to parents.
- During the fall parent-teacher conferences our staff connected with 100% of parents. An incredible achievement!

9/12/22

Staff and Student Recognition

- Alexis Gibson and Amanda Hansen began trips to the Burt County Museum with our second graders to support various topics embedded in our curriculum.
- Approximately 85 elementary students have been individually recognized by their teachers for following our building-wide expectations of being responsible, respectful and safe. We will recognize these students again at our first ROAR Rally in October.
- Our special education team of teachers and paraprofessionals attended CPI restraint training on Friday, 9/9/22. This is important training to keep our students and staff safe at school.

Principal's Report

- In the last month our enrollment has not changed.

- Alexis Gibson and Amanda Hansen will discuss our new standards-based report cards for students grade K-3.
- I would like to share my professional goals for the year, which have been shared with my staff as well:
 - listen
 - strengthen communication between all stakeholders in our building
 - build trust
 - strengthen and make clear expectations for students and staff
 - retain our paraprofessional team for 2023-2024

In January I plan to survey my staff to gauge progress towards these goals.

- Our staff has been trained on the data warehouse for our formal evaluations, called ESU2 Grows, and formal evaluations are underway for the year.

8/8/22

Staff Recognition

- On August 4, 2022 several staff members attended a curriculum refresh course for Math Expressions, our K-6 math materials. It was led by Dr. Georgious from ESU 2.
 - Ellen Eriksen, Alexis Gibson, Katie Burnett, Justine Marshall, Janelle Ray, Kayla Cass, Shelly Stark, Apryl Beck
- On August 5, 2022 Caryn Zietlow from ESU 2 provided initial training for our English/language arts curriculum, Expeditionary Learning.
 - Katie Burnett, Justine Marshall, Shelly Stark, Apryl Beck
- Jennifer Gahan and art club students painted the four-square courts, and they are beautiful!

Enrollment Note

- From May 2022 to August 2022, our enrollment is +1, reflected in second grade

Secondary Notes
Board of Education Meeting
Oct. 12, 2022

Principal's Report

- Enrollment:
 - In our current 7th-12th grade classes, enrollment is down one student from this time last year
 - As a whole, 7-12 enrollment is up one student from this time last year, and two students since the beginning of the school year
- Homecoming Week - September 12-16
- Parent-Teacher Conferences - 46% in-person participation, grades 7-12
- Teacher Leadership Team - meet bi-weekly, utilize data to plan, discuss and evaluate
- 1st Quarter Ends October 21

Staff & Student Recognition

- Thank you to Macy Pinion and the Cheerleading team for organizing Homecoming Week: Planning themes and dress-up days, decorating hallways throughout the week, and setting up for the dance.
- Ms. Nuss organized our College & Career Readiness Day on Wednesday, Oct. 5. Seniors were given dedicated time to complete college applications or workforce resumes. Burt County Extension spoke to seniors about debt and financial literacy, and Kevin Brenneis discussed insurance. Thank you to Ms. Nuss for helping our seniors gain college and career readiness.
- Seniors Bret Brenneis, Hailey Niewohner, and Drew Oligmueller were selected as the Tekamah-Herman High School NSAA Believers & Achievers Award recipients. This is based on GPA and extracurricular activity participation.
- 10 students qualified for East Husker Conference Honor Choir this month, congratulations to our students and to Vocal Music director, Shelly Niewohner
- As we enter the final weeks of our Fall Sports season, our Activities Director, Zach Rosenboom, deserves significant recognition. Zach deals with technology (cameras & livestream), hiring and communicating with officials, monitoring weather conditions, leading our coaching staffs, all while making sure facilities at 3 different locations are ready to go at game time. Zach works extremely hard and does an outstanding job making sure our students have opportunities to compete.

Enrollment by Class		
	Oct. 2021	Oct. 2022
6th	35	
7th	42	36
8th	39	41
9th	44	40
10th	34	45
11th	37	32
12th		36
Total	231	230

Total Enrollment		
	Oct. 2021	Oct. 2022
Jr. High	80	77
High School	149	153
Total	229	230

2022-2023 Enrollment by Month										
	Aug	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May
7th	36	36	36							
8th	41	41	41							
9th	39	40	40							
10th	44	45	45							
11th	32	32	32							
12th	36	36	36							
Total	228	230	230							