



## **Regular Board of Education Meeting**

Educational Service Unit 7, Oak Room

2657 44th Ave

Columbus, NE 68601-8537

Monday, March 18, 2024 at 5:30 PM

Posted Locations:

Columbus Telegram Newspaper

Columbus Telegram Website

ESU 7 North Building Front Door

Posted Date: 3/11/2024

Attendance Taken at 5:30 PM.

Bob Arp: Present

Joyce Baumert: Present

Marni Danhauer: Present

Karen Gomez: Absent

Don Graff: Present

Dawn Lindsley: Absent

Richard Luebbe: Absent

Jennifer Miller: Present

Doug Pauley: Absent

Richard Stephens: Present

Gary Wieseler: Present

Jack Young: Present

Present: 8, Absent: 4.

Attendance Update Taken at 6:05 PM.

Richard Luebbe: Present

Present: 9, Absent: 3.

{{Name: Agenda Item Name}}

1. **Call the Meeting to Order**

**LEADERSHIP • SERVICE • SUPPORT**

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

Roll call was taken at 5:30pm

Board Vice President conducted the meeting.

Staff present:

Larianne Polk, Administrator

Linda Shefcyk, Business Manager

Mindy Reed, Secretary to the Board of Directors

Marci Ostmeyer, Professional Development Director

Dan Ellsworth, Network Operations Director

1.1. Notification of Open Meetings Law

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

1.2. Roll Call

1.3. Absent Board Members

Board President Doug Pauley will be absent. Board Secretary Jennifer Miller will be absent. Board member Dawn Lindsley will be absent. They notified the Administrator prior to the board meeting.

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

Discuss, consider and take action to approve the Board member absences as presented Passed with a motion by Jennifer Miller and a second by Richard Stephens.

Karen Gomez: Absent

Dawn Lindsley: Absent

Richard Luebbe: Absent

Doug Pauley: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Don Graff: Yea  
Jennifer Miller: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea

Yea: 8, Nay: 0, Absent: 4

Board member Karen Gomez was also absent. She notified the Administrator prior to the meeting. Board member Richard Luebbe notified the Administrator he would be tardy. Board Secretary Jennifer Miller was not absent, she was in attendance.

1.4. Pledge of Allegiance All members present participated in the Pledge of Allegiance.

2. Approval of Agenda

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

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

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

Passed with a motion by Bob Arp and a second by Joyce Baumert.

Karen Gomez: Absent  
Dawn Lindsley: Absent  
Richard Luebbe: Absent  
Doug Pauley: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Don Graff: Yea  
Jennifer Miller: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea

Yea: 8, Nay: 0, Absent: 4

Board member Richard Stephens asked how he could have something added to the agenda. Administrator Polk let him know that agenda items can only be added to the agenda 24 hours or more before the board meeting.

3. Welcome Visitors There were two visitors present.

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

Citizens wishing to address the Board on a certain agenda item must complete the Request to be Heard Document prior to the start of the board meeting. Citizens wishing to present petitions to the Board may do so at this time. However, the Board

will only receive the petitions and not act upon them or their contents. No public comments were provided.

5. **Consent Agenda**

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

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

Consent Agenda Includes:

- Minutes from the previous meeting(s)
- Presentation of the bills
- Policy review with no recommended changes
- Other routine agenda items

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

Discuss, consider and take any action necessary to approve the consent agenda as presented Passed with a motion by Jennifer Miller and a second by Bob Arp.

Karen Gomez: Absent

Dawn Lindsley: Absent

Richard Luebbe: Absent

Doug Pauley: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Don Graff: Yea

Jennifer Miller: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 8, Nay: 0, Absent: 4

5.1. Minutes

**This is a consent item.**

5.2. Presentation of Bills #77640 through #77787 totaling \$914,610.55

The summary of bills for the current month total: \$914,610.55 - Bills #77640 through #77787

Inservice bills total: \$0

	Amount	Vendor	Description
7765	\$25,873.1	Capital One	Tech flow through/SPED/Grants
2	5		travel and supplies

7765 5	\$6,333.55	Central NE Rehab Services	Speech contracted service
7766 2	\$10,370.38	Dell Technologies, Inc.	School Technology flow through
7766 7	\$12,231.91	EMS Linq, Inc.	Accounting software annual maintenance/tax forms
7769 1	\$8,756.00	Lexia Learning Systems, Inc.	Early Childhood PD conference registration and materials
7771 7	\$5,700.10	Ramada Columbus River's Edge Convention	Early Childhood PD conference
7772 6	\$5,352.60	State of NE DAS State Accounting	Network service charges
7773 7	\$5,672.56	Stuthman Enterprises LLC	Speech contracted service

**This is a consent item.**

5.3. Reading of Article III, Section 10, C Comments and Complaints of Parents and Patrons

**This is a consent item.**

5.4. Reading of Article III, Section 10, D Complaints Involving Instructional Materials

**This is a consent item.**

5.5. Reading of Article III, Section 11, A Media and Public Relations

**This is a consent item.**

5.6. Reading of Article III, Section 11, B News Conferences and Interviews

**This is a consent item.**

5.7. Reading of Article III, Section 11, C Community Relations

**This is a consent item.**

5.8. Reading of Article III, Section 11, D Crisis Management Communications

**This is a consent item.**

5.9. Reading of Article IV, Section 1, A Recruitment and Selection

**This is a consent item.**

5.10. Reading of Article IV, Section 1, B Equal Opportunity Employment

**This is a consent item.**

5.11. Reading of Article IV, Section 1, C Salary Schedule Advancement

**This is a consent item.**

5.12. Reading of Article IV, Section 1, D Employee Benefits

**This is a consent item.**

6. Treasurer's Report  
Review the breakdown of the Treasurer's Report.

**Administrator Recommendation:** Discuss, consider and take any action necessary to approve the Treasurer's Report as presented.

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

Karen Gomez: Absent  
Dawn Lindsley: Absent  
Richard Luebbe: Absent  
Doug Pauley: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Don Graff: Yea  
Jennifer Miller: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea

Yea: 8, Nay: 0, Absent: 4

Board member Gary Wieser questioned why the cash on hand continues to grow as it has been increasing over the past couple of months. Administrator Polk explained the earmarked money to be set aside for larger projects, one of which will be the North Building HVAC project.

7. Retirement Notice - Amy Mazankowski  
Retirement:

- Amy Mazankowski, Resource Coach, effective at the end of the 2023-2024 school year.

**Administrator Recommendation:** Discuss, consider and take any necessary action to accept the retirement letter as presented.

Discuss, consider and take any necessary action to accept the retirement letter as presented. Passed with a motion by Jennifer Miller and a second by Richard Stephens.

Karen Gomez: Absent  
Dawn Lindsley: Absent  
Richard Luebbe: Absent  
Doug Pauley: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea

Marni Danhauer: Yea  
Don Graff: Yea  
Jennifer Miller: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 8, Nay: 0, Absent: 4

8. ESU 7 Administrator Resignation

Administrator Polk is submitting her resignation to be accepted by the Board.

**Administrator Recommendation:** Discuss, consider and take any necessary action to accept the resignation as presented.

Discuss, consider and take any necessary action to accept the resignation as presented.

Passed with a motion by Jennifer Miller and a second by Don Graff.

Karen Gomez: Absent  
Dawn Lindsley: Absent  
Richard Luebbe: Absent  
Doug Pauley: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Don Graff: Yea  
Jennifer Miller: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 8, Nay: 0, Absent: 4

9. Discussion with NASB Search Firm

NASB will provide information to ESU 7 Board.

Advertise the Administrator position and utilize NASB for the process. Passed with a motion by Jennifer Miller and a second by Marni Danhauer.

Karen Gomez: Absent  
Dawn Lindsley: Absent  
Doug Pauley: Absent  
Don Graff: Nay  
Richard Stephens: Nay  
Bob Arp: Yea  
Joyce Baumert: Yea

Marni Danhauer: Yea  
Richard Luebbe: Yea  
Jennifer Miller: Yea  
Gary Wieseler: Yea  
Jack Young: Yea

Yea: 7, Nay: 2, Absent: 3

Administrator Polk spoke with the Board President, Doug Pauley, after which she requested the Nebraska Association of School Boards (NASB) attend the board meeting to help answer questions about the Administrator search process and the board's responsibilities. Marcia Herring, the Director of Board Leadership, attended the board meeting to go over the process. Shari Becker, Director of Leadership Search Service, would lead the process but was unable to attend the board meeting due to a prior commitment with another school. Marcia has been with NASB for 19 years. She started doing the leadership search work prior to her position as the Director of Board Leadership. Mrs. Herring provided each board member present with an Administrator Search Proposal for ESU 7 booklet. NASB has conducted searches for Educational Service Units (ESUs) in the past. Administrator searches have been conducted for ESU 9, ESU 11, and ESU 13. Should the board decide to move forward with NASB, the process would start immediately. The board would have three options: advertise and hire a full-time Administrator, advertise and place an interim Administrator if applications are not to the board's liking with a second advertisement in the Fall, or appoint an interim Administrator for this year and advertise next Fall. NASB wants the board to have a voice in how to proceed with the Administrator search.

NASB would send a survey that will be sent out to all the board members asking about qualities and characteristics the board is looking for in an Administrator and the short and long term goals. Shari will create a profile based on the information received. Internal and external stakeholders will also be asked for feedback. The only stakeholders who will not be questioned are those who are interested in applying for the Administrator position. NASB would provide all the stakeholder feedback to the board.

Opening up the Administrator search to internal and external candidates would be a benefit to all candidates. Advertising would also allow the board to see who is engaged in the process. The board would have the ability to operate the Administrator search with a committee or as a board committee as a whole. There are different parts a committee could carry out, reviewing the candidates to select the top few and then interview as a whole. Board member Dawn Lindsley would like to be on the committee, if that is the route the board would like to go. Board President Doug Pauley would like to see the Administrator position advertised and open to internal and external candidates. There were in depth discussions regarding board member's opinions of utilizing a search firm or proceeding with the work as a board.

NASB is one of three organizations who can advertise and conduct a search for Administrators. NASB would not dictate to the board who should be considered, it is

the board's search. A formal background check will be conducted for anyone the board decides to interview. Shari would help schedule interviews, help set up interview questions, and assist with vetting candidates. NASB has a two-year guarantee. If the individual hired leaves within two years, another full search would be conducted at no expense, except for travel. In order for the guarantee, there needs to be a goal planning session.

Questions asked:

- Is there a cost? Yes, should the board decide to just go with an interim, the cost is \$1,000. A full search is \$9,000.
- Do we have to advertise? It is not mandatory but highly suggested.
- What if I do not want to interview? Can you not advertise? You do not have to do a search.
- Does the Administrator participate in the search with the Board? No, it is not typical for the outgoing Administrator to participate.
- Are the NASB fees comparable to those of the other organizations? Yes, fees are comparable.
- What is the timeline? The board would need to have someone hired before July 1, 2024.
- If there is an interim, could that individual apply for the full-time position when it opens up? Yes

10. New Hire: Nicole Chiles, Early Childhood Speech Language Pathologist  
New Hire: Nicole Chiles, Early Childhood Speech Language Pathologist for the 2024-2025 school year.

**Administrator Recommendation:** Discuss, consider and take any action necessary to approve the 2024-2025 contract for Nicole Chiles as presented.

Discuss, consider and take any action necessary to approve the 2024-2025 contract for Nicole Chiles as presented Passed with a motion by Bob Arp and a second by Gary Wieseler.

Karen Gomez:	Absent
Dawn Lindsley:	Absent
Doug Pauley:	Absent
Bob Arp:	Yea
Joyce Baumert:	Yea
Marni Danhauer:	Yea
Don Graff:	Yea
Richard Luebbe:	Yea
Jennifer Miller:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea

Yea: 9, Nay: 0, Absent: 3

11. April 2024 Board Meeting Time

The Board - Employee Recognition Dinner is scheduled on April 15, 2024, beginning at 5:00pm. It is recommended to change the Board Meeting time to 4:00pm to accommodate the Annual Board Recognition Dinner.

**Recommendation:** Discuss, consider and take any action necessary to approve an April 15, 2024, Board Meeting Time of 4:00pm.

Discuss, consider and take any action necessary to approve an April 15, 2024, Board Meeting Time of 4:00pm Passed with a motion by Jennifer Miller and a second by Jack Young.

Karen Gomez: Absent  
Dawn Lindsley: Absent  
Doug Pauley: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Don Graff: Yea  
Richard Luebbe: Yea  
Jennifer Miller: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 9, Nay: 0, Absent: 3

12. Reading of Article III, Section 8, A Disposal of Property

Adding:

**Disposed Technology Purchase Procedure for Employees**

Computers purchased for ESU 7 employee use and deemed at the end of useful life by the Technology Director, may be offered to ESU 7 employees for fair market value. Once the computer has followed the procedures for disposal, including ESU 7 Board approval, a fair market value will be determined by the Technology Director, approved by the Chief Administrator, and communicated to the employee before the purchase. Procedures and guidelines for employee purchase of end of life computers will then be followed.

Related procedure - Computer End of Life Purchase Procedure for Employees.

**Administrator Recommendation:** Discuss, consider and take all necessary action to approve Article III, Section 8, A Disposal of Property as presented.

Discuss, consider and take all necessary action to approve Article III, Section 8, A Disposal of Property as presented Passed with a motion by Jennifer Miller and a second by Joyce Baumert.

Karen Gomez: Absent  
Dawn Lindsley: Absent

Doug Pauley: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Don Graff: Yea  
Richard Luebbe: Yea  
Jennifer Miller: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea

Yea: 9, Nay: 0, Absent: 3

Administrator Polk reviewed the added language. The computers available to staff will be seven years old or older. Normally, the technology department sells end of life computers to a reseller. Board President Doug Pauley asked if the board could be added to the list as well. The policy will be updated to reflect a board member can also purchase end of life computers.

### 13. **Administrator's Report General**

- ESUCC Update
- ESU 7 Boundary Discussion
- NASB Recognition for Donald Ellison
- Upcoming Events
  - NASB Amplified Finance/Budget & Finance Workshop in North Platte, NE (March 19, 2024)
  - NASB Amplified Finance Workshop in Gering, NE (March 20, 2024)
- Future 2024 Events
  - NASB Area Membership Meeting in Fremont, NE (September 18, 2024)
  - NASA/NASB Labor Relations Conference in Lincoln, NE (October 2-3, 2024)
  - NASA/NASB State Education Conference in Omaha, NE (November 20-22, 2024)
  - AESA Annual Conference in Orlando, FL (December 4-6, 2024)

Administrator Polk had the chance to talk to all the board members, with the exception of Karen Gomez, about her upcoming Executive Director position with the Educational Service Unit Coordinating Council (ESUCC). The position became available quickly and the ESUCC approached Administrator Polk about applying.

Administrator Polk provided to the board that a school district outside the ESU 7 area inquired about leaving their ESU and coming to ESU 7. Board President Doug Pauley was contacted by Administrator Polk to discuss the inquiry. It was determined it would not be in the best interest of the ESUs and the school district. Administrator Polk encouraged the Superintendent to have a planning discussion with his ESU.

The plaque in recognition of Donald Ellison will be available for the April Board Recognition dinner. Mr. Ellison's family will be invited to the recognition dinner.

### 13.1. Goal Update

- Goal 1: 100% Complete
- Goal 2: 82% Complete
- Goal 3: 89% Complete
  - School District Board Meetings Completed:
    - David City - 10/10/2022
    - Osceola - 10/10/2022
    - East Butler - 10/12/2022
    - Boone Central - 11/14/2022
    - High Plains - 1/9/2023
    - Fullerton - 2/13/2023
    - Clarkson - 3/15/2023
    - Central City - 3/15/2023
    - Cross County - 5/8/2023
    - Palmer - 9/11/2023
    - Howells-Dodge - 10/11/2023
    - Columbus Public - 11/13/23
    - Humphrey - 11/13/23
    - Lakeview - 12/11/23
    - Leigh - 1/17/24
    - St. Edward - 2/12/24
    - Schuyler - 2/12/24
    - Shelby-Rising City - 3/14/24
  - Pending for April or May
    - Twin River
      - Director Dan Ellsworth and Board Members Richard Stephens, Jennifer Miller, and/or Donald Graff
- Goal 4: 100% Complete
- 2024-2025 Administrator Goals:
  - Work Session: April 18, 2024, at 3:00pm at the Hampton Inn, Columbus in the Power & Progress Meeting Room.
    - Negotiations
    - General Budget
    - Cash Reserve

Professional Development Director Ostmeyer and board member Don Graff attended the Shelby-Rising City board meeting on March 14, 2024.

The Twin River board meeting is still being scheduled. Director Ellsworth and Board Secretary Jennifer Miller will attend.

### 13.2. Services Update

- Quarterly Report

- Update on the Boardsmanship Event
  - June 17, 2024 from 5:00pm-8:30pm
- Update on Regional PD Day in 2025
  - January 3, 2025 from 8:00am-4:00pm

Items inside this item include visit updates, quarterly report, director reports, etc. Director Ostmeyer provided an update on the Regional PD Day. The Agency Team met on March 15, 2024, and broke up into three different committees. The event is going to offer opportunities for professional development, no matter the position. There is a general RSVP of around 1,100 staff members. There will be an agreement with Columbus Public Schools to rent their facility for the event.

### 13.3. Personnel

Resignations:

- Julia Garcia, Paraprofessional - Last day was March 5, 2024
- Larry Wendt, District Technology Coordinator - Last day was March 15, 2024

13.4. Legislative Update During this item, the Administrator will provide a Legislative Update to members of the Board. Two education packages have come out, which include multiple bills. The second package has several bills related to recruiting and retention. There is a reading bill which will provide money for ESUs to hire reading coaches to provide high quality professional development for teachers. LB 304 is a bill that would require any public subdivision to publish any memberships and the amount of dues on their website. Business Manager Linda Shefcyk pulled a preliminary list and ESU 7 has 16 memberships which would need to be added. There are still questions about specifics which need to be answered.

## 14. Committee Reports

14.1. Buildings and Grounds Committee Report The Buildings and Grounds Committee Chairperson, Bob Arp, will provide an update.

**Committee Recommendation:** Buildings and Grounds Committee Chairperson Bob Arp provided an update. The Buildings and Grounds Committee met on March 8th and talked about the HVAC system. The process for the HVAC project has begun. There was also extensive discussion about the facilities wants and needs feedback received from the internal stakeholders. One of the common themes was space. ESU 7 is currently landlocked with the current property, so there was a lot of brainstorming about different options. Some of the ideas were looking at the green space to the south of the campus, taking a building down and rebuilding, purchasing additional buildings, or moving around some services or departments. Chairperson Bob Arp asked Jeff Gokie to come in and speak with the Buildings and Grounds Committee to talk about real estate around the Columbus area. Since there is no time frame for any of these changes to occur, it is just in the brainstorming phase. Mike Kennedy from RVW will be taking our current spaces and seeing if there is a way to optimize them differently. Mike will come back with options for the Buildings and Grounds Committee. Prior to that,

Mike will share a remodel proposal for the Bridges (complex disabilities program) with the committee for their recommendation to the full board. The parking situation was also discussed. The committee will keep working on and narrowing down options to bring them back to the board for discussion.

Administrator Polk spoke with the Park and Recreation Director regarding an overflow parking sign at the entrance of Gerard Park. She also contacted the city's Central Maintenance and Street Department about the flashing lights for the crosswalk. Administrator Polk will follow up with both after April 2, 2024.

#### 14.2. Negotiations Committee Report

Negotiations Committee Chairperson, Jennifer Miller, will provide an update.

**Committee Recommendation:** Discuss, consider, and take any necessary action to approve one (1) additional personal day and 4% Total Package increase for all staff EXCEPT those who fall under the Negotiated Agreement, and authority to the administrator to distribute to those staff members based on experience, education, and supervisor recommendation.

Discuss, consider, and take any necessary action to approve one (1) additional personal day and 4% Total Package increase for all staff EXCEPT those who fall under the Negotiated Agreement, and authority to the administrator to distribute to those staff members based on experience, education, and supervisor recommendation Passed with a motion by Jennifer Miller and a second by Richard Stephens.

Karen Gomez:	Absent
Dawn Lindsley:	Absent
Doug Pauley:	Absent
Bob Arp:	Yea
Joyce Baumert:	Yea
Marni Danhauer:	Yea
Don Graff:	Yea
Richard Luebbe:	Yea
Jennifer Miller:	Yea
Richard Stephens:	Yea
Gary Wieseler:	Yea
Jack Young:	Yea

Yea: 9, Nay: 0, Absent: 3

Negotiations Chairperson Jennifer Miller provided an update. The Negotiations Committee discussed the rest of the staff not on the negotiated agreement. After reviewing the results of the staff survey, the majority of those who responded to the survey wanted any increase to go to the salary. Board member Richard Stephens provided praise to Negotiations Committee Chairperson Jennifer Miller for all the work she does for the Negotiations Committee. Board Secretary Jennifer Miller thanks Business Manager Linda Shefcyk for all the work she does

gathering the information and providing it to the Negotiations Committee. Negotiations Committee Chairperson thanked Secretary to the Board Mindy Reed for the organization and communication she manages for the committee.

#### 14.3. Handbook Committee Update

Student Services Principal, Cara Neesen and Administrator Polk will meet with the Handbook Committee: Board Member Dawn Lindsley (Chair), Board Member Joyce Baumert, and Board Member Bob Arp. They will meet for two hours between the March and May Board Meetings. Committee to make a recommendation to the board in the May Board Meeting.

Draft Handbook copies will be emailed to your ESU email accounts on April 15, 2024. If hard copies are requested, they can be picked up at the ESU 7 office.

Possible Meeting Dates:

- April 24, 2024, at 2:00pm
- May 1, 2024, has availability from 9:00am-4:30pm
- May 6, 2024, from 11:00am to 4:30pm
- May 13, 2024, has availability from 9:00am-4:30pm

**Committee Recommendation:** Secretary to the Board, Mindy Reed, will reach out to Handbook Committee Chairperson Dawn Lindsley to get her availability for the Handbook Committee meeting date.

#### 15. Conference Report

Conference attendees will report on their learnings.

- NRCSA Spring Conference

Administrator Polk attended the NRCSA Spring Conference. On Thursday, March 14, NRCSA announced the award for Outstanding ESU Staff Member. ESU 7's very own Brooke Kavan won Outstanding ESU Staff Member. The board is very proud of Brooke Kavan and wanted to note their congratulations.

#### 16. Adjournment Meeting adjourned at 7:31pm.

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

# 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.**

(1)(a) Each public body shall give reasonable advance publicized notice of the time and place of each meeting as provided in this subsection. Such notice shall be transmitted to all members of the public body and to the public. (b) (i) Except as provided in subdivision (1)(b)(ii) of this section, in the case of a public body described in subdivision (1)(a)(i) of section 84-1409 or such body's advisory committee, such notice shall be published in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website. (ii) In the case of the governing body of a city of the second class or village or such body's advisory committee, such notice shall be published by: (A) Publication in a newspaper of general circulation within the public body's jurisdiction and, if available, on such newspaper's website; or (B) Posting written notice in three conspicuous public places in such city or village. Such notice shall be posted in the same three places for each meeting. (iii) In the case of a public body not described in subdivision (1)(b)(i) or (ii) of this section, such notice shall be given by a method designated by the public

body.(c) In addition to a method of notice required by subdivision (1)(b)(i) or (ii) of this section, such notice may also be provided by any other appropriate method designated by such public body or such advisory committee. (d) Each public body shall record the methods and dates of such notice in its minutes. (e) Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of an emergency nature, the agenda shall not be altered later than (i) twenty-four hours before the scheduled commencement of the meeting or (ii) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2)(a) The following entities may hold a meeting by means of virtual conferencing if the requirements of subdivision (2)(b) of this section are met: (i) A state agency, state board, state commission, state council, or state committee, or an advisory committee of any such state entity; (ii) An organization, including the governing body, created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act; (iii) The governing body of a public power district having a chartered territory of more than one county in this state; (iv) The governing body of a public power and irrigation district having a chartered territory of more than one county in this state; (v) An educational service unit; (vi) The Educational Service Unit Coordinating Council; (vii) An organization, including the governing body, of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act; (viii) A community college board of governors; (ix) The Nebraska Brand Committee; (x) A local public health department; (xi) A metropolitan utilities district; (xii) A regional metropolitan transit authority; 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 or subsection (4) of section 79-2204, no more than one-half of the meetings of the state entities, advisory committees, boards, councils, organizations, or governing bodies are held by virtual conferencing in a calendar year. In the case of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis or an organization created under the Municipal Cooperative Financing Act, the organization may hold more than one-half of its meetings by virtual conferencing if such organization holds at least one meeting each calendar year that is not by virtual conferencing. The governing body of a risk management pool that meets at least quarterly and the advisory committees of the governing body may each hold more than one-half of its meetings by virtual conferencing if the governing body's quarterly meetings are not held by virtual conferencing.

(3) Virtual conferencing, emails, faxes, or other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(4) The secretary or other designee of each public body shall maintain a list of the news media requesting notification of meetings and shall make reasonable efforts to provide advance notification to them of the time and place of each meeting and the subjects to be discussed at that meeting.

(5) When it is necessary to hold an emergency meeting without reasonable advance public notice, the nature of the emergency shall be stated in the minutes and any formal action taken in such meeting shall pertain only to the emergency. Such emergency meetings may be held by virtual conferencing. The provisions of subsection (4) of this section shall be complied with in conducting emergency meetings. Complete minutes of such emergency meetings specifying the nature of the emergency and any formal action taken at the meeting shall be made available to the public by no later than the end of the next regular business day.

(6) A public body may allow a member of the public or any other witness to appear before the public body by means of virtual conferencing.

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

**84-1412. Meetings of public body; rights of public; public body; powers and duties.**

(1) Subject to the Open Meetings Act, the public has the right to attend and the right to speak at meetings of public bodies, and all or any part of a meeting of a public body, except for closed sessions called pursuant to section 84-1410, may be videotaped, televised, photographed, broadcast, or recorded by any person in attendance by means of a tape recorder, a camera, video equipment, or any other means of pictorial or sonic reproduction or in writing.

(2) It shall not be a violation of subsection (1) of this section for any public body to make and enforce reasonable rules and regulations regarding the conduct of persons attending, speaking at, videotaping, televising, photographing, broadcasting, or recording its meetings, including meetings held by virtual conferencing. A body may not be required to allow citizens to speak at each

meeting, but it may not forbid public participation at all meetings.

(3) No public body shall require members of the public to identify themselves as a condition for admission to the meeting nor shall such body require that the name of any member of the public be placed on the agenda prior to such meeting in order to speak about items on the agenda. The body shall require any member of the public desiring to address the body to identify himself or herself, including an address and the name of any organization represented by such person unless the address requirement is waived to protect the security of the individual.

(4) No public body shall, for the purpose of circumventing the Open Meetings Act, hold a meeting in a place known by the body to be too small to accommodate the anticipated audience.

(5) No public body shall be deemed in violation of this section if it holds its meeting in its traditional meeting place which is located in this state.

(6) No public body shall be deemed in violation of this section if it holds a meeting outside of this state if, but only if: (a) A member entity of the public body is located outside of this state and the meeting is in that member's jurisdiction; (b) All out-of-state locations identified in the notice are located within public buildings used by members of the entity or at a place which will accommodate the anticipated audience; (c) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including making virtual conferencing available at an in-state location to members, the public, or the press, if requested twenty-four hours in advance; (d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state; (e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act; and (f) The public body publishes notice of the out-of-state meeting at least twenty-one days before the date of the meeting in a legal newspaper of statewide circulation.

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

(8) Public bodies shall make available at the meeting or the in-state location for virtual conferencing as required by subdivision (6)(c) of this section, for examination and copying by members of the public, at least one copy of all reproducible written material to be discussed at an open meeting, either in paper or electronic form. Public bodies shall make available at least one current copy of the Open Meetings Act posted in the meeting room at a location accessible to members of the public. At the beginning of the meeting, the public shall be informed about the location of the posted information.

**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.

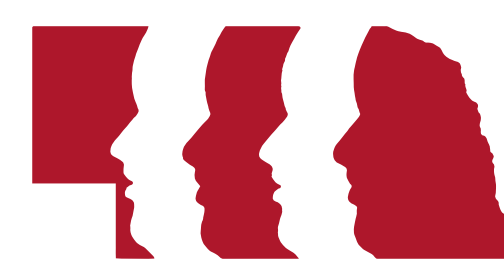
(4) Any member of a public body who knowingly violates or conspires to violate or who attends or remains at a meeting knowing that the public body is in violation of any provision of the Open Meetings Act shall be guilty of a Class IV misdemeanor for a first offense and a Class III misdemeanor for a 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  
4-2022



PERRY, GUTHERY, HAASE & GESSFORD, P.C., L.L.O.  
233 South 13th Street, Suite 1400,  
Lincoln, NE 68508  
(402) 476-9200  
perrylawfirm.com



Nebraska Council  
of School Administrators  
455 South 11<sup>th</sup> Street, Suite A  
Lincoln, NE 68508  
(402) 476-8055  
ncsa.org



## **Regular Board of Education Meeting**

Educational Service Unit 7, Oak Room

2657 44th Ave

Columbus, NE 68601-8537

Monday, February 19, 2024 at 5:30 PM

Posted Locations:

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

Posted Date: 02/12/2024

Attendance Taken at 5:31 PM.

Bob Arp: Present

Joyce Baumert: Present

Marni Danhauer: Present

Karen Gomez: Present

Don Graff: Present

Dawn Lindsley: Present

Richard Luebbe: Absent

Jennifer Miller: Present

Doug Pauley: Present

Richard Stephens: Present

Gary Wieseler: Present

Jack Young: Present

Present: 11, Absent: 1.

5:32pm

## 1. Call the Meeting to Order

### LEADERSHIP • SERVICE • SUPPORT

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

Roll call was taken at 5:32pm.  
Board President conducted the meeting.

Staff present:

Larianne Polk, Administrator  
Linda Shefcyk, Business Manager  
Mindy Reed, Secretary to the Board of Directors  
Marci Ostmeyer, Professional Development Director  
Tami Clay, Special Education Director

#### 1.1. Notification of Open Meetings Law

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

#### 1.2. Roll Call

After roll call was taken, Board President Doug Pauley asked new board members Donald Graff and Karen Gomez if they would like to share a few words about themselves. Board member Donald Graff provided information about his background, his children, and his grandchildren. Donald's mentor is board member Dawn Lindsley. Board member Karen Gomez provided information about her background and her two children. Karen's mentor is board member Bob Arp.

#### 1.3. Absent Board Members

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

Discuss, consider and take action to approve the Board member absences as presented Passed with a motion by Gary Wieseler and a second by Jennifer Miller.

Richard Luebbe: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea

Marni Danhauer: Yea  
Karen Gomez: Yea  
Don Graff: Yea  
Dawn Lindsley: Yea  
Jennifer Miller: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

Board member Richard Luebbe was absent. He notified Administrator Polk prior to the meeting.

1.4. Pledge of Allegiance

All members present participated in the Pledge of Allegiance.

2. Approval of Agenda

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

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

Discuss, consider and take any necessary action to approve the agenda as presented Passed with a motion by Jennifer Miller and a second by Doug Pauley.

Richard Luebbe: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Karen Gomez: Yea  
Don Graff: Yea  
Dawn Lindsley: Yea  
Jennifer Miller: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

3. Virtual Conferencing Option

Nebraska Revised Statute § 84-1411 authorizes virtual meetings for educational service units if the requirements of subdivision (2)(b) are met. The board will determine if next

month's board meeting should allow for a virtual conferencing option.

**Administrator Recommendation:** Discuss, consider and take any necessary action to approve the virtual conferencing option for the March board meeting.  
There will not be a virtual conferencing option for the March board meeting.

4. Welcome Visitors  
Two visitors were in attendance, Michael Kennedy from RVW and Superintendent Michael Eldridge.

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

Citizens wishing to address the Board on a certain agenda item must complete the Request to be Heard Document prior to the start of the board meeting. Citizens wishing to present petitions to the Board may do so at this time. However, the Board will only receive the petitions and not act upon them or their contents.  
No public comments provided.

6. **Consent Agenda**

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

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

Consent Agenda Includes:

- Minutes from the previous meeting(s)
- Presentation of the bills
- Policy review with no recommended changes
- Other routine agenda items

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

Discuss, consider and take any action necessary to approve the consent agenda as presented  
Passed with a motion by Bob Arp and a second by Gary Wieseler.

Richard Luebbe: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Karen Gomez: Yea

Don Graff: Yea

Dawn Lindsley: Yea

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

6.1. Minutes  
**This is a consent item.**

6.2. Presentation of Bills #77496 through #77639 totaling \$968,843.57  
 The summary of bills for the current month total: \$968,843.57 - Bills #77496 through #77639  
 Inservice bills total: \$0

	Amount	Vendor	Description
77507	\$77,605.58	Capital One	Tech/SPED/Grants travel and supplies/General travel
77563	\$13,436.23	Renaissance Learning	Schoolzilla renewal for schools flow through
77565	\$40,961.50	RVW	1/2 payment for HVAC project
77570	\$7,180.00	Southwest Binding & Laminating	Binders for Printing
77572	\$5,352.60	State of NE DAS State Accounting	Network service charges

**This is a consent item.**

6.3. Reading of Article I, Section 2, B Duties and Function of the Board  
**This is a consent item.**

6.4. Reading of Article I, Section 3, C Role of Individual Board Members  
**This is a consent item.**

6.5. Reading of Article I, Section 3, D Orientation of New Board Members  
**This is a consent item.**

6.6. Reading of Article I, Section 3, G Compensation of Board Members

**This is a consent item.**

6.7. Reading of Article I, Section 4, G Removal from Officer Position

**This is a consent item.**

6.8. Reading of Article I, Section 4, H Filling a Vacancy in an Officer Position

**This is a consent item.**

6.9. Reading of Article I, Section 5, B Appointments

**This is a consent item.**

6.10. 2024-2025 NASB Dues

**This is a consent item.**

7. Treasurer's Report

Review the breakdown of the Treasurer's Report.

**Administrator Recommendation:** Discuss, consider and take any action necessary to approve the Treasurer's Report as presented.

Discuss, consider and take any action necessary to approve the Treasurer's Report as presented. Passed with a motion by Dawn Lindsley and a second by Doug Pauley.

Richard Luebbe: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Karen Gomez: Yea

Don Graff: Yea

Dawn Lindsley: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

8. Approval of the 2024-2025 Service Plan

The ESU 7 Executive Committee member attending will make a summary report to the Board on the plan for ESU 7 Services for 2024-2025.

**Administrator Recommendation:** Discuss, consider and take any action necessary to approve the 2024-2025 ESU 7 Service Plan as presented.

Discuss, consider and take any action necessary to approve the 2024-2025 ESU 7 Service Plan as presented Passed with a motion by Joyce Baumert and a second by Dawn Lindsley.

Richard Luebbe: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Karen Gomez: Yea

Don Graff: Yea

Dawn Lindsley: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

East Butler Superintendent and Executive Committee member Michael Eldridge attended the board meeting to discuss the Service Planning process. Data is collected from stakeholder groups including superintendents, principals, teachers, and LAN managers. The service planning process measures school priorities against services ESU 7 provides as well as services ESU 7 does not currently offer. The Executive Committee, which consists of Administrator Polk and seven ESU 7 area superintendents, meets and determines which services are needed.

Based on the most recent service planning process, the need for a grant writer and a data steward were discussed. Research will be conducted on both the grant writer and the data steward positions prior to any hiring. The data steward would be someone who would help the schools collect data and put the data into a format which would be beneficial to the schools. Multi-Tiered Systems of Support (MTSS) rose to the top of the services all schools requested during a service planning session; schools need help with intervention with students and meeting kids where they are. Mental health is a component of MTSS.

There was a question about whether any services are being dropped off this year or being discontinued. There was no need to eliminate any services this academic year. There was one service in its own category last year, which is now combined with another service. Another question asked was if any service would impact the budget. The Early Childhood Coach is currently funded by a grant but next year, the position will be paid by levy. There are a couple of federally required services which will always be offered. The service plan has to be approved by 2/3 of the ESU 7 area school districts, representing 50% of the population or more.

9. Teacher Contract - Lindy Church

Lindy Church is a current teacher at the Learning Academy. This contract under consideration here will move Ms. Church from a teacher at the Learning Academy to the teacher of the new complex disabilities program.

**Administrator Recommendation:** Discuss, consider and take any action necessary to approve the 2024-2025 contract for Lindy Church as presented.

Discuss, consider and take any action necessary to approve the 2024-2025 contract for Lindy Church as presented Passed with a motion by Jennifer Miller and a second by Richard Stephens.

Richard Luebbe: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Karen Gomez: Yea

Don Graff: Yea

Dawn Lindsley: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

10. New Hire: Jenna Mattox, Resource Coach/Early Childhood Teacher

New Hire: Jenna Mattox, Resource Coach/Early Childhood Teacher for the 2024-2025 school year.

**Administrator Recommendation:** Discuss, consider and take any action necessary to approve the 2024-2025 contract for Jenna Mattox as presented.

Discuss, consider and take any action necessary to approve the 2024-2025 contract for Jenna Mattox as presented Passed with a motion by Joyce Baumert and a second by Jennifer Miller.

Richard Luebbe: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Karen Gomez: Yea

Don Graff: Yea

Dawn Lindsley: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

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

11. New Hire: Iris Medina Gonzalez, Provisionally Licensed Mental Health Practitioner  
New Hire: Iris Medina Gonzalez, Provisionally Licensed Mental Health Practitioner for the 2024-2025 school year.

**Administrator Recommendation:** Discuss, consider and take any action necessary to approve the 2024-2025 contract for Iris Medina Gonzalez as presented.  
Discuss, consider and take any action necessary to approve the 2024-2025 contract for Iris Medina Gonzalez as presented Passed with a motion by Dawn Lindsley and a second by Doug Pauley.

Richard Luebbe: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Karen Gomez: Yea  
Don Graff: Yea  
Dawn Lindsley: Yea  
Jennifer Miller: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

12. New Hire: Lee Rasmussen, Resource/Behavior Teacher  
New Hire: Lee Rasmussen, Resource/Behavior Teacher for the 2024-2025 school year.

**Administrator Recommendation:** Discuss, consider and take any action necessary to approve the 2024-2025 contract for Lee Rasmussen as presented.  
Discuss, consider and take any action necessary to approve the 2024-2025 contract for Lee Rasmussen as presented Passed with a motion by Jennifer Miller and a second by Richard Stephens.

Richard Luebbe: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Karen Gomez: Yea  
Don Graff: Yea  
Dawn Lindsley: Yea

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

13. New Hire: Sonya Sukup, Licensed Mental Health Practitioner  
New Hire: Sonya Sukup, Licensed Mental Health Practitioner for the 2024-2025 school year.

**Administrator Recommendation:** Discuss, consider and take any action necessary to approve the 2024-2025 contract for Sonya Sukup as presented.  
Discuss, consider and take any action necessary to approve the 2024-2025 contract for Sonya Sukup as presented Passed with a motion by Jennifer Miller and a second by Doug Pauley.

Richard Luebbe: Absent  
Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Karen Gomez: Yea  
Don Graff: Yea  
Dawn Lindsley: Yea  
Jennifer Miller: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

Board Secretary Jennifer Miller asked Director Clay if all the special education positions had been filled. There are more positions needing to be filled for next year, including Speech Language Pathologists, paraeducators, a teacher, and early childhood staff.

14. 2022-2023 Audit Report  
The 2022-2023 Romans Wiemer and Associates Audit Report is attached for the Board's review.

**Administrator Recommendation:** Discuss, consider and take any action necessary to accept the 2022-2023 Audit Report as presented.  
Discuss, consider and take any action necessary to accept the 2022-2023 Audit Report as presented Passed with a motion by Bob Arp and a second by Dawn Lindsley.

Richard Luebbe: Absent

Bob Arp: Yea  
Joyce Baumert: Yea  
Marni Danhauer: Yea  
Karen Gomez: Yea  
Don Graff: Yea  
Dawn Lindsley: Yea  
Jennifer Miller: Yea  
Doug Pauley: Yea  
Richard Stephens: Yea  
Gary Wieseler: Yea  
Jack Young: Yea  
Yea: 11, Nay: 0, Absent: 1

ESU 7 sends out an audit bid every three years. This is year one of three.

#### 15. **Administrator's Report General**

- ESUCC Update
- ESU 7 - 2021-22 Fiscal Desk Review
- Special Education Report - Director Clay
- 2024 Elections - These are the districts up for election in 2024:
  - Gary Wieseler - District 2 (Gary has chosen not to run again)
  - Richard Luebbe - District 4
  - Bob Arp - District 6
  - Doug Pauley - District 8
  - Marni Danhauer - District 10
  - Dawn Lindsley - District 12
- Upcoming Events
  - NRCSA Legislative Forum in Lincoln, NE (February 20, 2024)
  - NASB Amplified Finance/Budget & Finance Workshop in Lincoln, NE (March 5, 2024)
  - NRCSA Spring Conference in Kearney, NE (March 14-15, 2024)
  - NASB Amplified Finance/Budget & Finance Workshop in North Platte, NE (March 19, 2024)
  - NASB Amplified Finance Workshop in Gering, NE (March 20, 2024)
- Future 2024 Events
  - NASB Area Membership Meeting in Fremont, NE (September 18, 2024)
  - NASA/NASB Labor Relations Conference in Lincoln, NE (October 2-3, 2024)
  - NASA/NASB State Education Conference in Omaha, NE (November 20-22, 2024)

Administrator Polk provided the ESUCC update to the board. ESUCC stands for

Educational Service Unit Coordinating Council. Administrator Polk reviewed the attached Feb. 2024 BOE ESUCC Update. There are 17 ESUs represented in the ESUCC.

Administrator Polk would like to have the ESUCC President Kraig Lofquist come to a future board meeting to discuss what the ESUCC does statewide. A portion of the core service dollars help pay for positions staffed by ESUCC. Within ESUCC there are affiliate groups which professionals from the ESUs participate in. The ESUCC office is located at ESU 3 in La Vista.

There was a fiscal desk review for the 21-22 academic year for the federal title grants. The dedicated federal grants bookkeeper, Carolyn Koch, does a great job and no findings were present in the review.

Special Education Report - Director Clay notified the board that St. Edward signed on for the new autism program. A lot of hiring has been completed for the new program. One person has been hired for the teaching position. The new program is in good shape, there is work being done on programming, curriculum, and training. There will be five students in the new program. Director Clay and board member Richard Stephens attended the St. Edward board meeting; there were a lot of good questions and conversation.

Board member Gary Wiesler has decided not to run for the board again. Administrator Polk will reach out to the schools to talk about the board position.

#### 15.1. Goal Update

Goals - Attached for your Review

- Goal 1: 100% Complete
- Goal 2: 75% Complete
- Goal 3: 89% Complete
  - School District Board Meetings Completed:
    - David City - 10/10/2022
    - Osceola - 10/10/2022
    - East Butler - 10/12/2022
    - Boone Central - 11/14/2022
    - High Plains - 1/9/2023
    - Fullerton - 2/13/2023
    - Clarkson - 3/15/2023
    - Central City - 3/15/2023
    - Cross County - 5/8/2023
    - Palmer - 9/11/2023
    - Howells-Dodge - 10/11/2023
    - Columbus Public - 11/13/23
    - Humphrey - 11/13/23
    - Lakeview - 12/11/23
    - Leigh - 1/17/24
    - St. Edward - 2/12/24

- Schuyler - 2/12/24
- Confirmed for March:
  - Shelby-Rising City - March 14th at 7:00pm
    - Director Marci Ostmeyer
    - Board Member Donald Graff
- Goal 4: 100% Complete

### **2024-2025 Administrator Goals:**

- First work session date options:
  - April 11, 2024
    - 3:00pm-7:00pm or
    - 4:00pm-8:00pm
  - April 18, 2024
    - 3:00pm-7:00pm or
    - 4:00pm-8:00pm

**Administrator Recommendation:** Discuss, consider, and take action to approve the work session date and time for the first 2024-2025 Administrator Goal work session. The work session date and time will be April \_\_, 2024 at \_:00pm. Board member Richard Stephens and Director Clay attended the St. Edward board meeting. Board member Richard Stephens was very supportive of ESU 7.

Board member Joyce Baumert and Director Ostmeyer attended the Schuyler board meeting. Director Ostmeyer did a great job. The ESU 7 presentation was well received. There were positive comments from a couple of the principals about ESU 7.

The Shelby-Rising City board meeting will be on March 14, 2024, at 7:00pm. Director Ostmeyer and board member Donald Graff will attend the meeting.

The board work session date and time options were discussed. It was decided to have the work session on April 18, 2024, from 3:00pm-7:00pm, location to be determined. The work session will be a noticed, publicized meeting.

### 15.2. Services Update

- Update on Regional PD Day in 2025
  - January 3, 2025 from 8:00am-4:00pm

### **Administrator Recommendation:**

There are currently around 700 RSVPs, not including ESU 7 or Columbus Public Schools, for the Regional PD Day.

### 15.3. Personnel

All Classified/Non Certificated Hires and Resignations under this item. Not an action item.

#### Resignation:

- Isaura Barreto, Migrant Education Program Recruiter. Last day February 2, 2024.

Isaura Barreto is going to ESU 9 to be the statewide Migrant Coordinator.

### 15.4. Legislative Update

The Executive Committee and Administrator Polk will be visiting with five senators on February 22, 2024 at the Capitol.

- ESUCC Legislative Tracker - 2024, link included.

Administrator Polk and the Executive Committee will be going to the Capitol on Thursday, February 22, 2024, to speak to the ESU 7 area Senators. Administrator Polk provided an update on LB 1417. The bill has not yet been scheduled for hearing. There were three reading bills introduced, each indicating support provided by ESUs.

Board member Dawn Lindsley is on the NASB Legislative Committee and they meet every Monday.

## 16. Committee Reports

### 16.1. Buildings and Grounds Committee Report

The Buildings and Grounds Committee Chairperson will provide an update and recommendation for the HVAC project bid.

**Committee Recommendation:** Discuss, consider and take any action necessary to approve the \_\_\_\_\_ HVAC Project Bid as presented.

Discuss, consider and take any action necessary to approve the Rutt's HVAC Project Bid in the amount of \$1,210,410 as presented Passed with a motion by Doug Pauley and a second by Bob Arp.

Richard Luebbe: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Marni Danhauer: Yea

Karen Gomez: Yea

Don Graff: Yea

Dawn Lindsley: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

Buildings and Grounds Committee chair Bob Arp provided an update. The Buildings and Grounds Committee met and discussed the HVAC project bids. The two bids received were from Bierman Construction and Rutt's Heating and Air Conditioning. Both of the bids came in significantly higher than the estimates. Rutt's bid came in around \$1.2 million and the Bierman bid came in around \$1.4 million. The biggest difference between the bids is Bierman will have subcontractors whereas Rutt's does not. Rutt's Heating and Air is eager to get started in the spring. The project should be completed by the fall. The additional funds over the \$1 million budgeted for the HVAC project will come out of the general fund.

The plaque for Donald Ellison is in production and should be completed by the April recognition banquet.

#### 16.1.1. RVW Facilities Discussion

Mike Kennedy from RVW will lead the board through a facilities wants/needs discussion.

#### **Committee Recommendation:**

Michael Kennedy from RVW attended the board meeting to go over the wants and needs activity with the board. Superintendents provided their wants and needs input in January. ESU 7 staff provided their wants and needs input on Friday, February 16, 2024. The ESU 7 campus is maxed out with buildable area, without asking for some type of variance with the city. The board discussed their needs and wants.

#### Needs:

- HVAC (stay ahead)
- Space: Real estate, square footage
- Electrical assessment
- Energy efficient windows (all buildings)
- Space for staff meetings (want?)
- Small collaboration areas (want?)
- Multi-use space
- Storage organization
- Hybrid technology
- Fence
- Pick up & drop off = students

#### Wants:

- Enough room in the new space for the autism program to expand without

having to redo what we just did.

- Garage space
- More real estate/ground
- More parking space
- Playground
- Outdoor classroom space
- Flex/Technology Space for PD
- Move Tech to another location
- Build up
- Build over parking lot
- Purchase south of south building green space (Calendar for LP to contact him)
- Modernizing building(s)
- Functional office space = teaming
- Space to store tables
- Vending options
- Improved lunch-eating area
- Collaboration areas
- Executive offices off campus
- Student programs under one roof

16.2. Negotiations Committee Report

The Negotiations Committee chairperson will provide an update.

**Committee Recommendation:**

Negotiations Committee chair Jennifer Miller notified the board that the Negotiations Committee will have a recommendation for the board next month.

17. Adjournment

The meeting adjourned at 7:08pm.

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

Check Register Summary

Batch Year: 24 Bank: 10 Date Range:

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
10	00077640	C	03/20/2024	10013	ACE HARDWARE	57.51
10	00077641	C	03/20/2024	12530	ALICIA KARDISCO	29.26
10	00077642	C	03/20/2024	15326	ALLISON KROEKER	150.00
10	00077643	C	03/20/2024	14974	ALLO COMMUNICATIONS	177.00
10	00077644	C	03/20/2024	190428	ALMQUIST, MALTZAHN, GALLOWAY & LUTH PC	139.00
10	00077645	C	03/20/2024	10391	AMAZON CAPITAL SERVICES *	1,554.51
10	00077646	C	03/20/2024	130180	AMY MAZANKOWSKI	741.02
10	00077647	C	03/20/2024	14079	ANNE MEEKER WATSON	2,784.00
10	00077648	C	03/20/2024	10681	APPLE COMPUTER, INC.	10,253.00
10	00077649	C	03/20/2024	388	APPLIED CONNECTIVE TECHNOLOGIES	320.00
10	00077650	C	03/20/2024	20428	BOONE CENTRAL SCHOOLS	130.00
10	00077651	C	03/20/2024	14818	BRANDY PRICE	600.00
10	00077652	C	03/20/2024	30039	CAPITAL ONE-POLK	25,873.15
10	00077653	C	03/20/2024	1996	CASEY'S MAIL SERVICE LLC	472.29
10	00077654	C	03/20/2024	15318	CASSIE L. SPRAGUE	150.00
10	00077655	C	03/20/2024	8940	CENTRAL NE REHAB SERVICES	6,333.55
10	00077656	C	03/20/2024	11380	CHRISTINE BARBER	82.83
10	00077657	C	03/20/2024	30550	CITY OF COLUMBUS WATER & SANIT	357.03
10	00077658	C	03/20/2024	5800	COBBLESTONE HOTEL	130.87
10	00077659	C	03/20/2024	31029	COLUMBUS PUBLIC SCHOOLS LUNCH FUND	2,546.10
10	00077660	C	03/20/2024	4812	CUBBY'S, INC.	308.26
10	00077661	C	03/20/2024	31290	CORNHUSKER MARRIOTT HOTEL	256.50
10	00077662	C	03/20/2024	14770	DELL TECHNOLOGIES, INC.	10,370.38
10	00077663	C	03/20/2024	40725	EAKES OFFICE SOLUTIONS	428.40
10	00077664	C	03/20/2024	50825	ED SERVICE UNIT 7-PAYROLL	739,302.59
10	00077665	C	03/20/2024	50515	CONSOLIDATED ELECTRICAL DISTRIBUTOR	578.85
10	00077666	C	03/20/2024	14613	ELYSE BELINA	767.15
10	00077667	C	03/20/2024	230292	EMS LINQ, INC.	12,231.91
10	00077668	C	03/20/2024	50815	ESU 13	20.00
10	00077669	C	03/20/2024	50645	ESU 2	990.00
10	00077670	C	03/20/2024	50650	ESU 3	730.00
10	00077671	C	03/20/2024	50652	ESUCC	1,000.00
10	00077672	C	03/20/2024	6149	FILEWAVE (USA), INC.	1,176.84
10	00077673	C	03/20/2024	60056	FNBO	95.80
10	00077674	C	03/20/2024	13560	FLAGLER TECHNOLOGIES, LLC	1,293.60
10	00077675	C	03/20/2024	13684	FLEETCOR TECHNOLOGIES INC	140.68
10	00077676	C	03/20/2024	7013	GREAT PLAINS COMMUNICATIONS	318.90
10	00077677	C	03/20/2024	80147	HAMPTON INN	129.00
10	00077678	C	03/20/2024	11460	HAYLEY MURPHY	1,115.55
10	00077679	C	03/20/2024	80543	HOMETOWN LEASING	499.04
10	00077680	C	03/20/2024	80880	HY-VEE	1,045.53
10	00077681	C	03/20/2024	90088	INDOFF INCORPORATED	331.86
10	00077682	C	03/20/2024	13552	JEAN ANNE KAMRATH	850.00
10	00077683	C	03/20/2024	190486	JENNIFER SNYDER	400.00
10	00077684	C	03/20/2024	15300	JOANNA TERRAZAS	28.08
10	00077685	C	03/20/2024	260092	JUDY A ZADINA	430.81
10	00077686	C	03/20/2024	12424	KASEYA US LLC	960.75
10	00077687	C	03/20/2024	12335	KIMBERLY JEAN CHASE	510.00
10	00077688	C	03/20/2024	4839	KSB SCHOOL LAW	325.00
10	00077689	C	03/20/2024	3352	LAKEFRONT SPRINKLERS & RETAINING WALLS	1,598.50
10	00077690	C	03/20/2024	120207	LEARNING A-Z	313.00
10	00077691	C	03/20/2024	15261	LEXIA LEARNING SYSTEMS INC	8,756.00
10	00077692	C	03/20/2024	120314	LINCOLN JOURNAL STAR	19.64
10	00077693	C	03/20/2024	40200	LINDA DAMMANN	600.00
10	00077694	C	03/20/2024	40545	LISA DURANSKI	900.36
10	00077695	C	03/20/2024	120550	LOUP POWER DISTRICT	3,126.62
10	00077696	C	03/20/2024	220090	LYNN VOLLBRACHT	150.00
10	00077697	C	03/20/2024	5410	MARK BRADY	39.60
10	00077698	C	03/20/2024	15059	MELINDA YOUNG	400.00
10	00077699	C	03/20/2024	130378	MENARDS	127.57
10	00077700	C	03/20/2024	10499	MICHELLE RUPIPER	600.00
10	00077701	C	03/20/2024	10007	MIDLANDS PRINTING & BUSINESS FORMS INC	393.01

Check Register Summary

Batch Year: 24 Bank: 10 Date Range:

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
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10	00077704	C	03/20/2024	12653	NCSM	85.00
10	00077705	C	03/20/2024	4499	NCTM	285.00
10	00077706	C	03/20/2024	8893	NEBRASKA DEPARTMENT OF REVENUE	234.22
10	00077707	C	03/20/2024	12602	NEBRASKA STATE FIRE MARSHAL AGENCY	144.00
10	00077708	C	03/20/2024	140570	NEBRASKA TECHNOLOGY & TELECOM.	143.44
10	00077709	C	03/20/2024	140525	NRCSA	220.00
10	00077710	C	03/20/2024	11185	OBRIST	80.00
10	00077711	C	03/20/2024	12122	One Source The Background Check Company	132.00
10	00077712	C	03/20/2024	150314	ORKIN EXTERMINATING CO INC	260.00
10	00077713	C	03/20/2024	160095	PERRY,GUTHERY, HAASE& GESSFORD P.C.,L.L.	643.50
10	00077714	C	03/20/2024	10197	POWERSCHOOL	2,025.75
10	00077715	C	03/20/2024	170125	QUILL CORPORATION	994.32
10	00077716	C	03/20/2024	21001	RACHEL BURGESS	62.98
10	00077717	C	03/20/2024	4189	RAMADA COLUMBUS RIVER'S EDGE CONVENTION	5,700.10
10	00077718	C	03/20/2024	14052	SAMANTHA TOMERLIN	185.00
10	00077719	C	03/20/2024	981	SARAH WACHA	1,267.64
10	00077720	C	03/20/2024	10421	SEI SECURITY	318.24
10	00077721	C	03/20/2024	760	SERVICEMASTER BY SHEVLIN	1,502.00
10	00077722	C	03/20/2024	11061	SHANNA GRIFFITH	124.98
10	00077723	C	03/20/2024	8524	SHAYNA CEPEL	637.84
10	00077724	C	03/20/2024	190693	STANEK FIRE PROTECTION	164.00
10	00077725	C	03/20/2024	3816	STAPLES BUSINESS ADVANTAGE	479.40
10	00077726	C	03/20/2024	190850	STATE OF NEBRASKA DAS STATE ACCTG.	5,352.60
10	00077727	C	03/20/2024	191085	SUPER SAVER	840.80
10	00077728	C	03/20/2024	14966	THE CHILDCARE WHISPERER	2,837.38
10	00077729	C	03/20/2024	200606	U & I SANITATION	112.25
10	00077730	C	03/20/2024	210143	UNIVERSITY OF NEBRASKA - LINCOLN	600.00
10	00077731	C	03/20/2024	10320	VERIZON WIRELESS	1,074.22
10	00077732	C	03/20/2024	230049	CAPITAL ONE-WALMART (SPED)	33.13
10	00077733	C	03/20/2024	230249	WEST POINT PUBLIC SCHOOLS	4,052.20
10	00077734	C	03/20/2024	13420	WOODRIVER ENERGY LLC	2,896.05
10	00077735	C	03/20/2024	13099	ZARROW INSTITUTE	100.00
10	00077736	A	03/20/2024	13897	ADILENE PEREZ	1,151.73
10	00077737	A	03/20/2024	190945	STUTHMAN ENTERPRISES LLC	5,672.56
10	00077738	A	03/20/2024	120155	AMY J SLAMA	531.05
10	00077739	A	03/20/2024	14710	AMY RICHARDS	163.26
10	00077740	A	03/20/2024	1082	ANGEL D MAYBERRY	188.94
10	00077741	A	03/20/2024	250100	ANGELA ARNDT	120.00
10	00077742	A	03/20/2024	990	BRANDY ROSE	355.62
10	00077743	A	03/20/2024	13315	BROOKE HEMMER	81.25
10	00077744	A	03/20/2024	14621	CALVIN FREY	1,188.25
10	00077745	A	03/20/2024	13528	CARA NEESEN	119.26
10	00077746	A	03/20/2024	5967	CASSANDRA RUTH	917.23
10	00077747	A	03/20/2024	9512	CASSIE KRINGS	1,096.79
10	00077748	A	03/20/2024	13510	CHRISTINA HANCOCK	485.75
10	00077749	A	03/20/2024	14648	CRYSTAL VAN WINKLE	753.08
10	00077750	A	03/20/2024	180474	DARLENE RODRIGUEZ	487.76
10	00077751	A	03/20/2024	14001	DEVON GRONENTHAL	313.56
10	00077752	A	03/20/2024	14060	DYLAN SOUTHARD	281.40
10	00077753	A	03/20/2024	7560	ESI HOSTED SERVICES	172.31
10	00077754	A	03/20/2024	7099	HALEY KUNZE	416.74
10	00077755	A	03/20/2024	8559	JACLYN TERNUS	255.12
10	00077756	A	03/20/2024	14745	JAEDYN MORRIS	1,037.16
10	00077757	A	03/20/2024	9580	JASON TROTTER	458.28
10	00077758	A	03/20/2024	11223	JILL WIELGUS	507.86
10	00077759	A	03/20/2024	8540	JOLYNN KAHLANDT	842.19
10	00077760	A	03/20/2024	11932	JOSH ARIAS	548.73
10	00077761	A	03/20/2024	6459	KAISE RECEK	25.46
10	00077762	A	03/20/2024	14478	KASSANDRA CORNWELL	1,056.59
10	00077763	A	03/20/2024	11983	KENDRA GUSTAFSON	184.92

**Check Register Summary**

Batch Year: 24    Bank: 10    Date Range:

Bank	Check	Type	Date	Vendor	Vendor Name	Amount
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10	00077766	A	03/20/2024	13480	LETISHIA KLEINSCHMIT	283.41
10	00077767	A	03/20/2024	15334	LINDSEY JELINEK	333.66
10	00077768	A	03/20/2024	190434	LORI SIMANEK	733.65
10	00077769	A	03/20/2024	13986	LYNNE WEBSTER	1,342.01
10	00077770	A	03/20/2024	2267	MARCIA OSTMEYER	100.98
10	00077771	A	03/20/2024	11797	MARIA RODRIGUEZ	718.24
10	00077772	A	03/20/2024	14699	MARIAH HUNKE	1,141.68
10	00077773	A	03/20/2024	11479	MEGAN WELCH	897.13
10	00077774	A	03/20/2024	4650	MELINDA VELECELA	434.83
10	00077775	A	03/20/2024	12246	MERRIDIE KAUP	596.97
10	00077776	A	03/20/2024	11304	MINDY REED	74.37
10	00077777	A	03/20/2024	8788	NATHALIE VARGAS	631.81
10	00077778	A	03/20/2024	13498	RACHEL BUETTNER	511.88
10	00077779	A	03/20/2024	30268	SANDY CERNY	550.74
10	00077780	A	03/20/2024	130708	SHARON M BROWN	827.45
10	00077781	A	03/20/2024	10740	SHELLI EICKMEIER	717.57
10	00077782	A	03/20/2024	12165	STEPHANIE FOREMAN	438.20
10	00077783	A	03/20/2024	11436	TAMRA CLAY	188.94
10	00077784	A	03/20/2024	13536	TERI OPFER	1,099.47
10	00077785	A	03/20/2024	70018	VANESSA GASCON-GUARCAS	194.30
10	00077786	A	03/20/2024	230361	WENDY WOLFE	598.98
10	00077787	A	03/20/2024	10545	YARIBEY RODRIGUEZ	1,000.31
<b>Total Bank: 10</b>						<b>\$914,610.55</b>

<b>Total Computer Checks:</b>	<b>\$881,503.94</b>
<b>Total Manual Checks:</b>	<b>\$0.00</b>
<b>Total ACH Checks:</b>	<b>\$33,106.61</b>
<b>Total Other Checks:</b>	<b>\$0.00</b>
<b>Total Electronic Checks:</b>	<b>\$0.00</b>
<b>Total Computer Voids:</b>	<b>\$0.00</b>
<b>Total Manual Voids:</b>	<b>\$0.00</b>
<b>Total ACH Voids:</b>	<b>\$0.00</b>
<b>Total Other Voids:</b>	<b>\$0.00</b>
<b>Total Electronic Voids:</b>	<b>\$0.00</b>
<b>Grand Total:</b>	<b>\$914,610.55</b>
<b>Number of Checks:</b>	<b>148</b>

Batch Year	Batch	Amount
24	000177	39,901.25
24	000180	74,529.47
24	000184	60,877.24
24	000196	739,302.59

Batch Year: 24    Bank: 10    Date Range:

FPREG01A (build 24.3.2.1)

**Selection Criteria**

---

Batch Year	24
Begin Date	
End Date	
Include Voids Voided After End Date	Yes
Bank	10
Begin Check	00077640
End Check	00077787
Begin Batch 1	All
End Batch 1	
Begin Batch 2	
End Batch 2	
Begin Batch 3	
End Batch 3	
Begin Batch 4	
End Batch 4	
Begin Batch 5	
End Batch 5	
Role ID	ALIO

### **Article III, Section 10, C Comments and Complaints of Parents and Patrons**

Parents and patrons may file comments/complaints with the Administrator. Forms are available in the office of each building. These forms are intended to help resolve issues, arbitrate disputes, facilitate understanding, recognize achievements, and commend success.

Forms that have been properly filed with the Administrator which directly involve a staff member shall be forwarded to the staff member's immediate supervisor for analysis, discussion, and resolution. The forms shall be retained in a separate confidential file in the office of the staff member's immediate supervisor for a period of three years. At the end of the three year period they may be discarded. Comment forms shall not be placed in the staff member's personnel files unless deemed appropriate by the Administrator or immediate supervisor.

It is the policy of the ESU to encourage communications from parents concerning when a parent believes it to be appropriate for the student to be excused from testing, classroom instruction, surveys and other educational experiences that the parent may find objectionable. ESU 7 Administrator or designee shall contact the student's School District Administrator regarding the request. The School District Administrator will inform ESU 7 of their subsequent responsibilities. The notifications required by law to be given to parents on matters affecting privacy are to be given by the school district in which the student is enrolled. Complaints concerning such matters shall be resolved consistent with the applicable policies of the school district in which the student is enrolled.

Legal Reference:	§ 79-533 (parental involvement) 20 U.S.C. § 1232h (surveys)
Date of Adoption:	November 19, 2018
Date of Revision:	January 21, 2019
Date(s) of Review:	March 18, 2024

### **Article III, Section 10, D Complaints Involving Instructional Materials**

The ESU 7 Administrator is authorized to select instructional materials in a manner that best meets the educational and instructional objectives of the ESU and the needs of those served by the ESU. Occasional objections to materials may be voiced despite the care taken in selection and qualification of the personnel selecting materials.

The following procedures apply to complaints involving instructional materials:

1. Complaints must be presented in writing to the Administrator. The complaint must specify: the name of the author, title, the publisher, and the objections by page and items; or in case of materials other than printed material, written information specifying the precise nature of the objection shall be given. The statement must be signed and identified in such a way that a proper reply will be possible. The Administrator or designee may develop a specific complaint form for this purpose which shall be used if in existence.
2. The Administrator will acknowledge the receipt of the complaint and answer any questions regarding procedure.
3. The Administrator will then notify the department coordinator and the employee(s) involved. The Administrator will determine whether the complaint should be considered an individual request or if an ESU-wide review committee shall be activated to reevaluate the material.
4. The use of challenged materials shall not be restricted until final disposition has been made by the appropriate review committee, however, individuals may be excused from using challenged materials.
5. In considering the challenged materials, the review committee shall consider the educational philosophy of the ESU, the professional opinions of teachers or employees of the same subject and of other competent authorities, review of materials by reputable bodies, the complainant's stated objections in using or use of the materials.
6. The ESU review committee shall make a determination on the complaint within a reasonable time period considering the nature of the challenged materials, the current or pending use, scheduling conflicts of committee members, and the complexity of the objections made. The findings of the ESU review committee shall be a matter of written record and transmitted to the Administrator who will determine how interested parties shall be notified.
7. In the event the complainant is not satisfied with the findings of the ESU review committee, the complainant may request that the complaint be reviewed by the ESU Board. The Board will then determine whether to consider the complaint beyond the action of the ESU review committee; if the Board chooses to do so, the Board will proceed to consider the complaint. A decision by the Board (either to not proceed further on the complaint, or to respond as a Board to the complaint) shall conclude the appeal process available within the ESU system.

8. Once resolved, the same or substantially similar complaints involving the same or similar materials need not be reviewed using the foregoing complaint process and instead may be resolved by the Administrator or designee.

Legal Reference:	
Date of Adoption:	November 19, 2018
Date of Revision:	January 21, 2019
Date(s) of Review:	March 18, 2024



**Request for Reconsideration of ESU 7 Materials**

Complaint Initiated by: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Complainant Represents (place an X next to response):

Self       Group or Organization

Title of Item(s): \_\_\_\_\_

ESU 7 Catalog number(s) of item(s): \_\_\_\_\_

School at which item(s) in question was/were used: \_\_\_\_\_

Have you, the complainant, had an opportunity to review the entire content of the material (place an X next to response)?

Yes       No

Please state details of objection: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Are there other materials recommended to replace this item? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

A copy of this document was provided to complainant on \_\_\_\_\_  
 by \_\_\_\_\_.

# Section 11 - Media and Public Relations

## Article III, Section 11, A Media and Public Relations

The Board recognizes the value of and supports open, fair, and honest communication with the news media. The board will maintain a cooperative relationship with the news media. As part of this cooperative relationship, the board and the media will develop a means for sharing information while respecting each party's limitations.

Members of the news media are encouraged and welcome to attend open board meetings and other events that are open to the general public. The board president shall be the spokesperson for the board, and the Administrator shall be the spokesperson for the ESU. It shall be the responsibility of the board president and Administrator to respond to inquiries from the news media about the ESU. Any media inquiries or contacts directed to an ESU staff member need to be referred to the Administrator. Without prior administrative approval, ESU staff members may not speak on behalf of the ESU to any media outlet.

Through the support of the ESU Administration office, board members, ESU directors, and other ESU employees as necessary, will be available for news interviews.

Legal Reference:	
Date of Adoption:	November 21, 2022
Date(s) of Review:	March 18, 2024

**Article III, Section 11, B News Conferences and Interviews**

The Administrator or designee, on behalf of the board and the ESU, may hold a news conference or respond to a request for an interview with the news media.

The Administrator shall respond accurately, openly, honestly, and objectively to inquiries from the news media about the ESU.

News conferences and interviews planned or pre-arranged for ESU activities shall include the Administrator or his/her designee. News conferences for issues requiring an immediate response may be held by the Administrator. It shall be within the discretion of the Administrator to determine whether a news conference or interview shall be held to provide an immediate response to an issue.

It shall be the responsibility of the Administrator to keep the board apprised of news conferences and interviews.

Information about ESU activities and issues will be provided to the community in a way which will create and maintain a dignified and professionally responsible image for the ESU.

The procedures listed below will be followed in giving official information to the news media:

1. The board president will be the official spokesperson for the board, unless this duty is delegated;
2. News releases that are of ESU wide interest or that pertain to established ESU policy will be the responsibility of the Administrator;
3. The Administrator will establish regulations for the dissemination of news releases pertaining to the ESU.

When individual board members receive requests from press media representatives for information about board meetings or actions, members will refer these representatives to the board president, who is the spokesman of the board. The president may designate others to speak on behalf of the board at his/her discretion.

Press conferences will be authorized by the board president.

Nothing in this policy is intended to limit the rights of individual board members to speak their personal opinions.

Legal Reference:	
Date of Adoption:	November 21, 2022
Date(s) of Review:	March 18, 2024

**Article III, Section 11, C Community Relations**

The ESU will inform the staff and the public on matters of ESU wide significance, through ESU sponsored mediums of communications as well as through the news media. The Administrator or designee will serve as a resource in the development and implementation of the public relations program for the ESU. ESU publications (including newsletters, newspapers, pamphlets, brochures and other similar print materials and electronic mediums) shall contain the ESU logo. Promotional materials such as pens, magnets, and coffee cups will contain the ESU branding. All staff are responsible for ensuring that any communications distributed to the general public have been previously approved by the Administrator.

Legal Reference:	
Date of Adoption:	November 21, 2022
Date(s) of Review:	March 18, 2024

**Article III, Section 11, D Crisis Management Communications**

A crisis may occur at any time, may take various shapes, and may hit with varying degrees of severity. The Administrator is directed to develop a Communications Crisis Procedure to manage information more effectively and to ensure the crisis will be managed more effectively.

The procedure should include the following provisions:

1. Designation of a crisis spokesperson and description of the spokespersons duties;
2. Preparations to be taken before a crisis for dealing with the media;
3. Procedures for contacting various groups such as emergency response units, employees, parents, and the media;
4. Procedures for developing and releasing a public statement soon after the initiation of the crisis; and
5. Procedures for developing a public statement or report following the conclusion of the crisis.

Legal Reference:	
Date of Adoption:	November 21, 2022
Date(s) of Review:	March 18, 2024

# Section 1 - Employment of Personnel

## Article IV, Section 1, A Recruitment and Selection

The administration is to recruit and recommend for employment the best qualified personnel to implement and fulfill the mission, goals and policies of the ESU. All applicants so selected and recommended must satisfy the standards set by the Board and any applicable legal requirements.

All personnel shall be recommended for hiring by the Administrator. Professional Staff shall have final approval by the Board prior to hiring. The final approval by the Board should generally follow closely the recommendation of the Administrator, but such approval of recommendation is not mandatory on the Board.

The board delegates to the Administrator the authority to hire, assign and reassign classified and non-certificated employees.

Legal Reference:	
Date of Adoption:	January 21, 2019
Date(s) of Review:	November 16, 2020 March 18, 2024

## **Article IV, Section 1, B Equal Opportunity Employment**

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

There shall be no discrimination by school officials against any employee because of membership or activity in an employee organization or because of protected free speech activities.

Legal Reference:	Title VI--34 CFR §100 et seq. Title VII--42 U.S.C. §2000e, et seq. Title IX--20 U.S.C §1681; 34 CFR 106.1 et seq. ADEA--29 U.S.C. §621 et seq. ADA-42 U.S.C. §12101 et seq.; 28 CFR §35.101 et seq. Rehabilitation Act of 1973, Section 504--29 U.S.C. §791, et seq.; 34 CFR §104, et seq. Nebraska Fair Employment Practices Act, Neb. Rev. Stat. §§48-1101 to 48-1126; Neb. Rev. Stat §20-168
Date of Adoption:	January 21, 2019
Date of Revision:	August 16, 2021
Date(s) of Review:	March 18, 2024

#### **Article IV, Section 1, C Salary Schedule Advancement**

In order for college hours to count for advancement on the Special Education Negotiated Agreement salary schedule, they must be 1) part of an approved graduate degree program (approved by the college) in the instructor's respective discipline; 2) graduate courses in the instructor's/coordinator's instructional field (discipline), or in a field relating directly to his/her discipline, i.e. special education courses, with administrative approval; or 3) part of a special staff-development program approved in advance.

All requests for approval of courses should be made on the basis of the above criteria and should be submitted to the Director of Special Education or designee in writing by October 15 of each year prior to course enrollment. The applicant will be notified in writing as to whether or not the course in question does not meet the criteria for salary schedule advancement.

Legal Reference:	
Date of Revision:	May 18, 2020
Date(s) of Review:	March 18, 2024

## Article IV, Section 1, D Employee Benefits

### **Long Term Disability Insurance**

Long Term Disability Insurance is provided to qualified employee groups. Educational Service Unit 7 Board shall determine the carrier and maximum salary amount of coverage available. Each employee will have the premium cost of Long Term Disability added to and deducted from their salaries so that benefits are tax free to the employee.

### **COBRA - Consolidated Omnibus Budget Reconciliation Act**

COBRA applies to employees who are covered under a group health insurance plan and then become ineligible for further coverage under the plan because of one of six events. These events, called “qualifying events”, include: 1) death, 2) “termination (other than by reason of such employee’s gross misconduct), or reduction of hours, of employment”, 3) divorce or legal separation, 4) becoming entitled to Medicare benefits, 5) a dependent child reaching the maximum age for coverage and 6) retirement.

When a covered employee’s contract/work agreement ends, he/she is entitled under COBRA to continued coverage under the group health plan at a premium of not greater than 102% of the regular premium rate. This right continues for eighteen months after the contract/work agreement ends as long as the employee does not fail to pay his/her premium, become a covered employee under any other group health plan, or become entitled to Medicare benefits, and as long as the employer does not terminate the group health plan entirely. Employees who are entitled to continued coverage under one of the five other qualifying events are entitled to continued coverage for thirty-six months after their qualifying event. Employees must be offered a conversion period if a conversion option is otherwise generally available under the group health plan.

At the time of commencement of coverage under the plan, the employer will notify the third party administrator to send a written notice to the covered employees and their spouses. When the qualifying events occur, the employer will notify the plan administrator of the event within thirty days. If the qualifying event is one of divorce, legal separation, or the aging of a dependent child, the employee is the one who has the duty to notify the plan administrator.

A notice of termination will be sent to the employee, as under state law, and to the plan administrator, as under federal law.

### **Unemployment**

Educational Service Unit 7 has adopted the self-insured unemployment plan, and has established a reserve account for the payment of unemployment claims.

### **Annuity Program**

[Return to Table of Contents](#)

Educational Service Unit 7 agrees to participate in tax sheltered annuity programs as per applicable law.

### **Health Insurance**

#### Qualifying Employees:

Health insurance is available to employees (.40 FTE and above) of Educational Service Unit 7 beginning the 1st day of the first full month after hire. The cost of health insurance is prorated to the personnel's FTE unless otherwise specified. Please reference the personnel handbook for insurance rates. Level III special education program paraeducators who work 1110 hours (185, 6 hour days) are eligible for full time health benefits.

The Board and the Special Education Certificated Staff Association negotiate the amount of the premium that Educational Service Unit 7 will pay for the health insurance provided by the selected carrier. The premium amount paid by Educational Service Unit 7 for members of this Association for health insurance shall be available to the qualified employee groups.

Health insurance will be made available through Section 125 of the Internal Revenue Code.

#### Qualifying Board Members:

Health insurance is available to Board Members of Educational Service Unit 7 beginning the 1st day of the first full month following the Board Meeting where the Board Member is sworn in. The cost of health insurance is the personal responsibility of the Board Member.

Insurance subgroup participation is determined by action of the Board. The Board then participates in that premium for health and dental insurance by the selected carrier.

Legal Reference:	
Date of Approval:	June 15, 2020
Date(s) of Revision:	May 18, 2020 November 15, 2021
Date(s) of Review:	March 18, 2024

February '24 Treasurer Report

<b>Beginning Balance FEBRUARY 1, 2024</b>			<b>\$62,349.41</b>		
<b>RECEIPTS</b>					
Property taxes			\$200,786.66		
SPED			\$353,571.09		
General/Flow Through			\$207,498.53		
Grants			\$809,692.16		
<b>TOTAL RECEIPTS</b>			<b>\$1,571,548.44</b>	<b>\$1,571,548.44</b>	
				\$1,633,897.85	
Transfer to Money Market				\$600,000.00	-
Total Funds Available				\$1,033,897.85	
<b>DISBURSEMENTS:</b>					
General Fund			\$389,564.11		
SPED			\$415,011.34		
Receipts as credits			\$0.00		
Grants			\$164,268.12		
<b>Total DISBURSEMENTS Check #77496 thru #77639</b>			<b>\$968,843.57</b>	<b>\$968,843.57</b>	-
<b>Ending balance, FEBRUARY 29, 2024</b>			<b>\$65,054.28</b>		

Checking balance					\$65,054.28
Money Market Deposit Account at First National Bank					\$4,460,000.00
Money Market Deposit Account at First National Bank					\$100,000.00
Money Market Deposit Account at Bank of Clarks					\$100,000.00
Money Market Deposit Account at Columbus Bank & Trust					\$100,000.00
Certificate of Deposit - Great Western Bank					\$200,000.00
Certificate of Deposit - First National Bank-Columbus					\$100,000.00
Certificate of Deposit - First National Bank-Columbus					\$1,000,000.00

**TOTAL CASH ON HAND (includes cash reserve) \$6,125,054.28**

**CASH RESERVE \$1,487,587.48**

<b>Funds that are due to ESU 7</b>					
Grants				(\$1,132,189.71)	
Production/Art Media Accounts Receivable			(\$6,580.50)		
Network Support Accounts Receivable			(\$583.13)		
Misc. Flow thru Accounts Receivable			(\$47,203.82)		
Outstanding Receivables				(\$54,367.45)	
<b>Total due to ESU 7</b>				<b>(\$1,186,557.16)</b>	

	2022-23	2023-24	2022-23	2023-24		
	Dollars Spent Per Month	Dollars Spent Per Month	Percentage spent each month	Percentage spent each month		
September	\$266,632.91	\$299,871.57	9.70%	10.08%	Total Budget	\$16,223,814.63
October	\$186,072.92	\$176,049.06	6.77%	5.92%	30% of budget	\$4,867,144.39
November	\$143,630.26	\$127,254.21	5.22%	4.28%	Earmarked set aside	\$6,241,201.00
December	\$192,654.08	\$207,245.41	7.01%	6.97%	Total budget spent to date	\$5,949,804.67
January	\$197,852.07	\$204,916.22	7.19%	6.89%		
February	\$221,903.94	\$177,900.54	8.07%	5.98%		
March	\$187,887.87		6.83%	0.00%		
April	\$208,157.75		7.57%	0.00%		
May	\$199,048.99		7.24%	0.00%		
June	\$200,189.85		7.28%	0.00%		
July	\$158,470.03		5.76%	0.00%		
August	\$262,542.38		9.55%	0.00%		
<b>Approved Total General Budget for Levy \$</b>			\$2,750,201.46	\$2,975,174.95		
<b>Total Spent to date</b>			\$2,425,043.05	\$1,193,237.01		
Dollars approved from cash reserve				\$0.00		

**NOTES**

February 16, 2024

Dear Tami,

Please accept this as formal notice of my resignation as ESU7 Resource Coach, effective at the end of the 2023-2024 ESU7 contract. May 17, 2024 will be the last day of my employment.

I want to express my deepest gratitude for the opportunity to work with an amazing supervisor and coworkers. My time at ESU7 has been the highlight of my educational career, and I am genuinely thankful for the support, guidance and camaraderie I have experienced during my employment.

I will cherish the memories and relationships. Please know this decision was not made lightly, but after careful consideration of my personal and professional goals.

Thank you again for the invaluable experiences and opportunities provided to me during my years at ESU7. I wish ESU7 the continued success and prosperity in the future.

Sincerely,

A handwritten signature in cursive script that reads "Amy Mazankowski". The signature is written in black ink and is positioned above the printed name.

Amy Mazankowski

March 18, 2024

Dear ESU 7 Board,

The Educational Service Unit 7 is an incredible place to work. It is filled with the most service minded professionals with whom I have had the pleasure of working. The support of the Board for the staff and programming is at such a high level. That trust and autonomy has allowed this organization to do incredible things.

We tell our schools, "We walk behind you to keep you moving, beside you to help you stay on track, and in front of you to not only see where you are going, but to anticipate your needs." The leadership of ESU 7, even without knowing, does this with their staff. They are highly functional. They are incredibly capable. They are your leaders and will continue to do great things.

It is impossible for me to find the right words to tell you how much I appreciate the opportunities ESU 7 has given me. I tell colleagues and peers in Nebraska and across the country that working for ESU 7 is like having another family. Those are not just words, the staff live that attitude every day. I am blessed to have been a part of it.

It is with sincerest gratitude and most profound thank you that I submit my letter of resignation effective June 30, 2024.

#7WeAreFamily,



Dr. Larianne Polk



**Office Use Only:**

Degree \* MA

Hours Earned \* 9

Experience 15

Index 1.86

FTE 1.0

Salary + Equity\* \$ 72,108.48 + 11,418.00

\*Anticipated for (2024-2025 school year)

**CERTIFICATED SPECIAL EDUCATION CONTRACT**

This contract is made by and entered into between Educational Service Unit 7, State of Nebraska, hereinafter referred to as “ESU7”, and Nicole Chiles, hereinafter referred to as the “Party”.

**WITNESSETH:** That ESU7 hereby agrees to employ the above-named Party in the assignment of EC Speech Language Pathologist for school year 2024-2025, subject to the following terms and conditions:

1. **Term of Employment.** This agreement shall commence on the 12th day of August, 20 24. This agreement shall terminate on the 20th day of May, 20 25 or may be terminated pursuant to Section 7 of the attached contract, whichever comes first. This term shall consist of 185 days of service in any given fiscal year, which are exclusive of holidays.
2. **Compensation:** The Party shall be paid a yearly salary as determined by the applicable Negotiated Master Agreement, paid in 12 monthly payments. The first salary installment shall be payable on the 20th day of September and on the 20<sup>th</sup> day of each month thereafter.
3. **Fringe Benefits:** ESU7 agrees to pay such part of the health and dental insurance premium of the party as may be agreed upon in negotiations between ESU7 and bargaining organization or organizations of the party, providing said party opts to participate in such an insurance program.
4. **Professional Status.** The Party hereby affirms that he/she is not under contract with another school board or board of education covering any part of or all of the same terms provided in this contract. Said party affirms that he/she holds or will hold at the beginning of the term of this contract, a current and valid Nebraska License or Teaching Certificate, with State-approved endorsements in those services, teaching, or administrative areas mutually agreed upon by the party and the Board of ESU7. The party further agrees that the certificate is or will be properly registered with ESU7 prior to the beginning of the term of this contract. If the certificate is

not registered with ESU7, prior to the contract start date, this contract shall be declared invalid and the party shall not be further reimbursed for any services rendered under the assignment identified in "WITNESSETH" of this contract. This provision shall not apply to the party when the assigned duties of the party do not require certification.

5. **Policies, Rules and Regulations.** The Party agrees to be governed by the policies of the Board of ESU7, the rules and regulations of ESU7 and the directives of supervisors. The Party agrees that the policies of the Board of ESU7 and rules and regulations of the ESU7 may be changed at any time, with or without notice to the Party.
6. **Duties.** The duties of the Party shall be as prescribed for the position and assignment, which duties shall be performed in accordance with standards, goals, and policies established by the Board of ESU7 and the ESU7 Administrator. The Party agrees to devote full time, skill, labor and attention to these duties throughout the term of this contract.
7. **Termination of Employment.** Should the party violate any of the terms of this contract, or in the performance of his/her assigned duties fail satisfactorily to perform, the Board of ESU7 may upon a finding of just cause, all as set forth hereafter, terminate this contract. Prior to any final decision to terminate this contract prior to the completion of the contract period, the ESU Administrator shall notify the party in writing of any conditions of unsatisfactory performance which the ESU Administrator considers may be just cause to terminate this contract prior to the end of the contract period. If the party wishes a hearing, a written request shall be sent to the Secretary of the Board or the ESU Administrator within 7 calendar days after receipt of the written notice. Upon receipt of such notice the Board shall order the hearing to be held within thirty (30) days and shall give written notice of the time and place of the hearing to the party. At the hearing evidence shall be presented in support of the reasons given for considering termination of the contract and the party shall be permitted to produce evidence relating thereto.

The Board shall render a decision to terminate the contract based on the evidence produced at the hearing. As used herein the term "just cause" shall mean (a) incompetency, (b) neglect of duty, (c) unprofessional conduct, (d) insubordination, (e) immorality, (f) physical or mental incapacity, or (g) other conduct, which interferes substantially with the continued performance of his/her assigned duties. Nothing contained herein shall prevent the suspension of the party, with pay, from his/her duties during the pendency of such proceedings. If the party makes no request for a hearing within the seven days provided herein, the Board of ESU7 may proceed to take official action to terminate this contract.

8. **Disability.** Should the Party be unable to perform the essential functions

of the position by reason of illness, accident or other disability beyond his/her control, and such disability shall continue for more than two (2) months; or if such disability is permanent, irreparable, or of such a nature as to make performance of his/her duties impossible, the Board may, in its discretion, terminate this contract, whereupon the respective rights, duties and obligations of the parties hereunder shall terminate, with the exception of any benefits to be paid to the Party under any insurance coverage furnished by ESU7.

9. **Deductions.** This contract shall conform to the federal and state regulations governing deductions from the compensation stated herein with reference to withholding tax, social security, and teacher's retirement. Other deductions may be withheld as agreed to by the parties of this contract.
10. **Private Automobiles.** ESU7 will reimburse the Party for the use of private automobiles in the conducting of official business for ESU7 in accordance with such mileage reimbursement policies of the Board of ESU7 or as otherwise provided for the in the Negotiated Master Agreement.
11. **Entirety of Agreement and Amendments.** The Party certifies that he or she has read the foregoing Certificated Special Education Contract, fully understands its terms and conditions and agrees that the foregoing Certificated Special Education Contract constitutes the entire agreement and that no representations, promises, agreements or undertakings, written or oral, not herein contained shall be of any force or effect. It is specifically agreed that this Certificated Special Education Contract shall be subject to modification only by a written instrument signed by the Party and the ESU7 Administrator.
12. **Amendments to be in Writing.** This contract may be modified or amended only by a written document duly authorized and executed by the ESU7 Administrator and the Board.
13. **Applicable Law.** This agreement shall be governed by and construed in accordance with the laws of the State of Nebraska.

**IN WITNESS WHEREOF**, the parties have executed this contract on the dates below:

Executed by the Board of ESU7 this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Secretary, Board of ESU7

\_\_\_\_\_  
President, Board of ESU

Executed by the Party this 27 day of February, 2024.

Nicole Chiles  
Nicole Chiles (Feb 27, 2024 18:46 CST)

\_\_\_\_\_  
Party

**Sped Certified Notes/Comments**  
**Do not print with contracts**  
**FOR OFFICE USE ONLY**

All certified special education staff.  
Do not include extra duty / days here.







# Chiles '24-'25


Final Audit Report

2024-02-28


Created:	2024-02-27
By:	Linda Shefcyk (lshefcy@esu7.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAA_a4prnntvdc6FPaid070eSM12VSzRjjR

## "Chiles '24-'25" History

-  Document created by Linda Shefcyk (lshefcy@esu7.org)  
2024-02-27 - 1:42:40 PM GMT
-  Document emailed to nchiles1512@gmail.com for signature  
2024-02-27 - 1:44:01 PM GMT
-  Email viewed by nchiles1512@gmail.com  
2024-02-27 - 4:40:34 PM GMT
-  Signer nchiles1512@gmail.com entered name at signing as Nicole Chiles  
2024-02-28 - 0:46:35 AM GMT
-  Document e-signed by Nicole Chiles (nchiles1512@gmail.com)  
Signature Date: 2024-02-28 - 0:46:37 AM GMT - Time Source: server
-  Agreement completed.  
2024-02-28 - 0:46:37 AM GMT



April 15, 2024



# ESU 7 Board Recognition Dinner

## Schedule

Social: 5:00-6:00pm  
Dinner, Awards, and  
Recognition: 6:00-8:00pm

## Location

Ramada - Grand Rivers Ballroom  
265 33rd Avenue  
Columbus, NE 68601

## Service Awards

### 5 Years

Kim Ruger - Print Shop Personnel  
Brenda Hake - Learning Academy Paraprofessional  
Shelli Eickmeier - Early Childhood Special Education Teacher  
Yaribey Rodriguez Aguilar - Migrant Education Program Service Provider  
Ronelle Jackson - Licensed Mental Health Practitioner

### 10 Years

Melinda Velecela - Migrant Education Program Education Liaison

### 15 Years

Cynthia Alarcon - Migrant Education Program Coordinator

### 30 Years



Kris Johnson - Vision/Braillist

### Retirement

Lori Simanek - Speech Language Pathologist (14 years)  
Amy Mazankowski - Resource Coach (17 years)

## ESU 7 Board of Directors

Doug Pauley - District 8, President  
Jack Young - District 5, Vice President  
Jennifer Miller - District 3, Secretary  
Richard Stephens - District 1  
Gary Wieseler - District 2  
Richard Luebbe - District 4  
Bob Arp - District 6  
Karen Gomez - District 7  
Joyce Baumert - District 9  
Marni Danhauer - District 10  
Donald Graff - District 11  
Dawn Lindsley - District 12



## Section 8 - Disposal of Property

### Article III, Section 8, A Disposal of Property

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

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

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

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

### **Disposed Technology Purchase Procedure for Employees**

Computers purchased for ESU 7 employee use and deemed at the end of useful life by the Technology Director, may be offered to ESU 7 employees for fair market value. Once the computer has followed the procedures for disposal, including ESU 7 Board approval, a fair market value will be determined by the Technology Director, approved by the Chief Administrator, and communicated to the employee before the purchase. Procedures and guidelines for employee purchase of end of life computers will then be followed.

Date of Adoption:	November 19, 2018
Date (s) of Revision:	January 21, 2019 January 20, 2020 March 18, 2024
Date(s) of Review:	February 15, 2021 December 18, 2023

# **Computer End of Life Purchase Procedure for Employees**

**Purpose:** Computers purchased for ESU 7 employee use and deemed at the end of useful life (see [Computer Rotation Procedure](#)) by the Technology Director, may be offered to ESU 7 employees for fair market value. Once the computer has followed the procedures for disposal, including ESU 7 Board approval, a fair market value will be determined by the Technology Director, approved by the Chief Administrator, and communicated to the employee before the purchase.

**Committee Member Responsible:** Dan and Chris

## **Guidelines:**

- 1) Employees may only have the option to purchase the computer. The power cord is not included in this purchase and will not be made available for purchase.
- 2) The computer will be wiped of all software and files.
- 3) The computer will be removed from the ESU 7 WIFI.
- 4) The computer will be sold as is, with no warranty.
- 5) Peripherals such as monitors and docking stations are not included in the purchase.
- 6) Employees must pay via cash or check for the computer prior to receiving the wiped clean computer/device. Payroll deductions are not available for this purchase. An insufficient funds check will be charged a \$20 fee in addition to the amount of the check.
- 7) The ESU 7 technology staff will not be authorized to maintain or service the computer after purchase.

## **Procedure:**

- 1) The Technology Director or designee will maintain an inventory of eligible computers.
- 2) After the ESU 7 Board approves the disposal of end of life computer(s), the Technology Director will attain the fair market value of the computer(s), send it to the Chief Administrator in an email for approval.
- 3) The Technology Director will notify the ESU 7 staff of the following:
  - A. There are computers available for purchase,
  - B. The cost of those computers, and
  - C. Date when the sale closes.
- 4) Staff will follow the steps provided to them in the notification to inform the technology department of their interest in a computer.
- 5) The employee will provide a check or cash to the Business Office.
- 6) Technology staff will wipe the computer of all software and files when time permits.
- 7) Once the computer is finished the employee will be contacted to pick up the computer during normal business hours.

## **Notes:**

- 1) Computers purchased with grant funds are not eligible for purchase by employees.
- 2) This opportunity is given only when the computers reach end of life as determined by the Technology Director.

NASB would like to honor the life and service to public education of Don Ellison, who served on the ESU 7 Board for 51 (FIFTY-ONE!) years from 1971 to 2023, and passed away earlier this January.

*"We lost a champion of education, learning, and service. Don was an incredible supporter of the work we do, the mission we held, and the vision we worked to achieve every day." Larianne Polk, ESU 7 Administrator*

Don graduated from Waco High School, then attended York College before volunteering for the U.S. Army during the Korean War and was deployed to Panama as a radioman. Upon returning home, he attended the University of Nebraska, where he was an outstanding gymnast. Don served on the Rising City School Board for 29 years, and was elected to the ESU 7 board in July of 1971, where he served as president from 1986 until 2020. He continued his time on the board until just this past year when he stepped down. Don received special recognition for 51 years of service at the 2022 State Education Conference, something he was very proud of.

*"I knew Don for about four years. He never ceased to amaze me. He was a very smart, kind, and happy man. I consider myself blessed for being able to know him." Mindy Reed, ESU 7 Executive Secretary*

It was not uncommon for Don to pop into the NASB offices when in Lincoln just to say hello! He will be missed by so many. Education in Nebraska is better because of him.



# TRACK 1 - AFTERNOON WORKSHOP

**\*LINCOLN - NORTH PLATTE - GERING**

## SUGGESTED AUDIENCE

Superintendents/ESU Administrators, Business Managers,  
and your Board's Finance Committee Members  
Registration Fee: \$100 for members, \$200 for non-members

## AMPLIFIED FINANCE MODULE AGENDA

11:30 AM - REGISTRATION  
12:00 PM - LUNCH, FOLLOWED BY THE WORKSHOP  
4:30 PM - ADJOURN

This afternoon workshop, led by school finance experts Carl Dietz and Matt Fisher, will be a more detailed, intense learning experience for those truly in the thick of school finance, compared to the traditional evening session.

### Highlights:

1. Review all of the funds
2. Discuss the district audit report and how it relates to the AFR
3. Perform a detailed NDE budget for all funds
4. Prepare a line item budget for all receipts and expenses
5. Explain how to prepare a five-year projection of receipts, expenses, and cash balance
6. Payroll preparation
7. Building a capital replacement schedule
8. How to build a cost group spending comparability spreadsheet

## TO REGISTER FOR ONE OR BOTH OF THE WORKSHOPS\*

Go to [www.NASBOnline.org](http://www.NASBOnline.org), and log in using your email and password

March 5 - Lincoln (Embassy Suites) ... Register by 2/29/24

March 19 - North Platte (Venue 304) ... Register by 3/14/24

\*March 20 - Gering (Civic Center) ... Register by 3/14/24 (**Afternoon Only**)

\$20 Cancellation Fee - No refunds after registration deadlines  
15 Awards of Achievement Points will be earned for attending

# TRACK 2 - EVENING WORKSHOP

**\*LINCOLN & NORTH PLATTE ONLY**

## SUGGESTED AUDIENCE

School Board Members,  
Superintendents/ESU Administrators  
Registration Fee: \$70 for members, \$170 for non-members

## TRADITIONAL BUDGET & FINANCE AGENDA

5:00 PM - REGISTRATION  
5:30 PM - DINNER, FOLLOWED BY THE WORKSHOP  
8:30 PM - ADJOURN

Both new and veteran school board members must have a fundamental understanding of school finance. Superintendents, business managers, and bookkeepers are required to have a deep and comprehensive understanding of finance because taxpayers and citizens are asking districts to provide more detailed information about their finances. This evening workshop will feature Carl Dietz and Matt Fisher, two school finance experts, who will structure the presentation around all aspects of the school district finance such as:

1. Discussion of financial information that should be provided to board members and the community, including samples
2. The budgeting process is not a 'one and done' activity, rather it's something that needs to be discussed throughout the entire year
3. What to look for in your audit report and the Annual Financial Report
4. Importance of cash reserves
5. The importance of having a 5-year financial plan
6. How to properly build a capital replacement schedule
7. Understanding TEEOSA and Foundation Aid, LB 583 and LB 243
8. A brief discussion of LB 644 and the Joint Public Hearings



**NASB**  
Nebraska Association of  
SCHOOL BOARDS



# ESU 7 Goals 2023-2024

## Board of Directors

- Goal 1: By July 2024, the ESU 7 board will create, roll out, and operationalize a formalized process for board recruitment, onboarding, mentoring, and boardsmanship.
  - Pre-Post engagement survey
  - Pre-Post process survey
- Goal 2: By July 2024, the ESU 7 board will attend at least two professional/personal learning events annually.
  - Pre-Post data
- Goal 3: By July 2024, the ESU 7 board will attend the corresponding school district board meetings at least once every two years to report the tailored services provided by ESU 7 and the outcomes measured.
  - Pre-Post data
- Goal 4: By July 2024, the ESU 7 board will create, roll out, and operationalize communication materials detailing tailored services and outcomes.
  - Pre-Post data

## Administrator

- Goal: By 2024, use a process to allocate human, fiscal and physical resources in order to maintain (optimize) and develop (innovate) quality services
  - Actions:
    - Operationalize a data rich system to determine services to sunset, modify, and add.
    - Leadership to attend and establish the AESA Business Strategy Framework to learn of alternative funding options
    - Implement system to measure impact of services delivered
    - Work with the board to create long term plan for physical resource allocation
    - Strengthen long term plan for human capital allocation.

## Directors

- Goal 1: By 2026, ESU 7 will use an established process to measure implementation and impact of targeted services.
- Goal 2: By 2024, use a process to allocate human, fiscal and physical resources in order to maintain (optimize) and develop (innovate) quality services.

## Agency Team

- Goal: By January 2025, ESU 7 will host a professional development regional conference for stakeholder schools and internal ESU 7 staff.



## Departments

- Administration:
  - Goal 1: By July 2024, ESU 7 Administrative processes will be highly functional.
  - Goal 2: By July 2024, the Administration Department will explore accounting software programs.
- Cen7ter: Each semester at Cen7ter will prioritize job sites that we can navigate to and from in a timely manner.
- Early Childhood: By May 2025, All ESU 7 PAC members will confidently implement changes needed to IEP/IFSP/MDT processes based on Part B CAPs and new information from NDE and school lawyers.
- Grants:
  - Goal 1: By May 2023, the Grants Department will collect needs assessment data that will be compared to find areas of similarities. Similarities will lead to collaborative opportunities.
  - Goal 2: By May 2024, the Grants Department members will enhance the skills needed to train adult learners.
- Learning Academy: Given data through evidenced-based assessments, we will individualize academic and behavioral interventions as evidenced by implementation of intervention groups by October 23, 2023.
- Mental Health: By May 2024, the Mental Health Department will improve our data collection system to analyze trends and drive service delivery.
- Migrant: Create a framework identifying steps to plan for student services, enrichment programs, and educating communities about MEP.
- Network Operations: During the 23-24 school year, the Technology Department will enhance technology support by establishing subcategories, streamlining feedback processes for projects and tickets, and strengthening training and documentation resources.
- Production:
  - Goal 1: By May 2023, develop and implement a process to manage workflow with limited staff.
  - Goal 2: By May 2024, the Production Department will create a training process for our customers, which will be deployed by Spring, to enable them to fill out order forms properly.
- Professional Development:
  - Goal 1: By May 2023, we will design and implement methods for supporting districts amidst the current educational landscape.
  - Goal 2: By May of 2024, the PD Department will effectively leverage internal expertise to enhance the efficiency of internal and external communication.



- Psychology: By May 2024, the School Psychology Department will assist ESU 7 districts in improving pre-referral processes and data collection.
- Speech: By May 2024, the SLP Department will create a service delivery framework to aid in determining an appropriate service delivery plan (e.g., appropriate IEP minutes, service delivery model, etc.) based on current research, severity, and verification.
- Vision: By May 2024, the Vision Department will create a landing page that will introduce vision staff, services provided, resources and links to support students with visual impairments.

## Service Showcase : ESU 07

### READING SUPPORT

Published: 5/1/2024



Training specific to reading, phonemic awareness, phonics, decoding fluency, comprehension, vocabulary, grammar, and writing instruction and strategies.

#### BROOKE'S BIO

Professional Development Coordinator

Brooke Koliha is an advocate for teachers and students when it comes to demonstrating and implementing evidence based literacy practices using high quality instructional materials. This dynamic reading specialist focuses on data based reading instruction to drive implementation with fidelity in every classroom. Brooke's reading focus spans from early literacy in the Kindergarten classroom up to supporting teachers as they prepare student to take the ACT. While Brooke's own K-12 experience (as well as her student teaching experience) was in a large district in Texas, her experience as a Title 1 teacher and Kindergarten teacher in a small district in northeast Nebraska has given her a balanced perspective of learners and teachers across the curriculum.

After obtaining her Bachelor's degree from UNL, Brooke continued right into her Master's program where she had the opportunity to work on several literacy projects as a research assistant and to work as a volunteer in Lincoln Public Schools as a tutor. Years later, Brooke also completed some doctoral course work, but at this date has not completed her program.

Driven by a desire to share her knowledge and ignite a passion for reading in others, Brooke serves on the board for Read A Loud Nebraska and co-chairs Literacy Cadre which is part of the Staff Development Affiliate of the ESU Professional Development Organization. Leadership in the area of Reading and Literacy is an avenue for Brooke to bring the importance of literacy to a wider audience.

As a Professional Development Coordinator at ESU 7, Brooke plays a pivotal role in leading districts through the development of curriculum that fosters an evidence based learning environment to support literacy development in all learners. Her approach is supported by her training in LETRS, Explicit Instruction, ALL, NWEA Certified Facilitator, Marzano TOT, and many more.



[bkoliha@esu7.org](mailto:bkoliha@esu7.org)

402-564-5753, ext. 1016

2657 44th Avenue

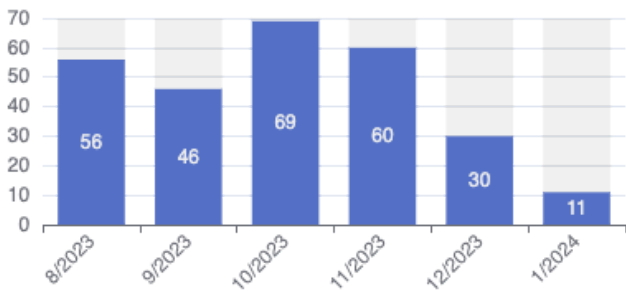
Columbus, NE 68601

#### DISTRICT STAFF PARTICIPATION

Log Participants by Month

#### Services Planned and Accessed

50



Data recorded by ESU 07  
for the year August 2023 - July 2024  
1106.02 English Language Arts (ELA) Content Training



Data recorded by ESU 07  
for the year August 2023 - July 2024  
1106.02 English Language Arts (ELA) Content Training

## HOW IS ESU 7 SUPPORTING SCHOOLS.



Reading supports are customized based on the needs of each district. Reading training maybe a series of trainings throughout the year during staff PD time, or it may be meeting one on one with teachers to review reading data and plan reading instruction to meet the needs of the students in the class. Evidence based instruction in the area of reading is the vehicle to maximize instructional time and expedite student growth to ensure positive student outcomes. Teachers need to have the training and support to meet the challenging needs of all the learner in the classroom.

## QUESTIONS ABOUT HOW ESU 7 SUPPORTS READING? CONTACT BROOKE



[bkoliha@esu7.org](mailto:bkoliha@esu7.org)

402-564-5753, ext. 1016

2657 44th Avenue

Columbus, NE 68601



**January 2024 - March 2024**

**QUARTERLY  
UPDATE**

## COMPONENT 1: RELATIONS WITH THE BOARD

- Administrator Board Report: December, January, and February
- Policies Reviewed:
  - Article I, Section 1, F Unit Calendar
  - Article I, Section 2, B Duties and Function of the Board
  - Article I, Section 3, B Filling Vacancies
  - Article I, Section 3, C Role of Individual Board Members
  - Article I, Section 3, D Orientation of New Board Members
  - Article I, Section 3, E Oath of Office
  - Article I, Section 3, F Code of Ethics for Board Members
  - Article I, Section 3, G Compensation of Board Members
  - Article I, Section 4, A Officer Positions
  - Article I, Section 4, B President
  - Article I, Section 4, C Vice President
  - Article I, Section 4, D Secretary
  - Article I, Section 4, E Treasurer
  - Article I, Section 4, F Recording Secretary
  - Article I, Section 4, G Removal from Officer Position
  - Article I, Section 4, H Filling a Vacancy in an Officer Position
  - Article I, Section 5, A Committees
  - Article I, Section 5, B Appointments
  - Article I, Section 5, C Temporary Committees
  - Article I, Section 5, D Committee Operations
  - Article III, Section 8, A Disposal of Property
  - Article III, Section 9, A Records Management and Disposition
  - Article III, Section 9, B Student Records
  - Article III, Section 10, A Communications to the Board
  - Article III, Section 10, B Complaints or Concerns of Employees
- ESUCC Updates to Board: December and February
- Committee Meetings:
  - Buildings and Grounds - January, February, and March
  - Negotiations - January and February
- Email Communication: Legislative updates, Board packets, NASB Board, and DYKs
- Monthly Meeting with Board President: December, January via Zoom, February, March via Zoom
- Monthly Meeting with Board Vice President: December, January via Zoom, March via Zoom

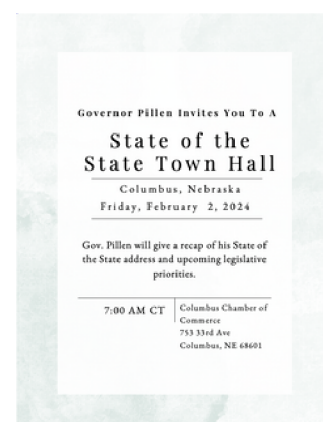


**Administrator Goal:** By year end 2025, Administrator will enhance the quality of communication furnished to the Board in the areas of:

- Service plan development specifically related to allocation of human, fiscal, and physical resources
- Negotiations and the impact on the budget
- Cash reserve and long term planning
- General budget as it relates to budget authority and operational budget. Goal Percentage: 0%

## COMPONENT 2: COMMUNITY RELATIONSHIPS

- Attend and Participate in ESUCC/NDE Collaborative Planning Meetings: Ongoing
- Partnership Opportunities Since January 1:
  - ESU Coordinating Council Leadership Meetings - 1x/month
  - Directors Meetings - 2x/month
  - Agency Team Meetings - 1x/month
  - Nebraska Cybersecurity Network Meetings - 1x/month
- Quarterly Lunch Meetings with Dr. Kathy Fuchser, Central Community College Vice President/Campus President: January and February
- NASA Region III President: 2023-2024
- Commissioner's Superintendent Advisory Committee Meeting: January
- Visit with Senator Meyer and Senator Hughes: January
- Chadron Para-to-Teacher Program Pathway for Growing Your Own Teachers: February
- Bi-Monthly Zoom Meetings with Administrators from ESU 5 and ESU 13: January, February, and March
- Attended the Town Hall with the Governor: February
- Drive for Five: February and March
- Working on an Expanded Special Education Program
- Working with Boone Central on Strategic Planning
- CPS Superintendent Search: January, February, March
  - Chair of the Community Interview Committee
- Involved in the CPS Strategic Planning Interviews: February
- Executive Committee Visits with Senators: February
- Attended the LB 1417 Hearing at the Capitol: February
- ESUCC Legislative Day: March



**Board Goal 3:** By July 2024, the ESU 7 Board will attend the corresponding school district board meetings at least once every two years to report the tailored services provided by ESU 7 and the outcomes measured. Goal Percentage: 82%

**Board Goal 4:** By July 2024, the ESU 7 Board will create, roll out, and operationalize communication materials detailing tailored services and outcomes. Goal Percentage: 100%

**Migrant Goal:** Create a framework identifying steps to plan for student services, enrichment programs, and educating communities about MEP. Goal Percentage: 75%

**Psychology Goal:** By May 2024, the School Psychology Department will assist ESU 7 districts in improving pre-referral processes and data collection. Goal Percentage: 75%



### Superintendent Search

*Columbus Public Schools Begins Superintendent Search Process with McPherson & Jacobson, L.L.C.*

## COMPONENT 3: STAFF AND PERSONNEL RELATIONSHIPS

- Agency Team Meetings: January, February, and March
- Committee Meetings: All-Staff Planning
- All-Staff Meeting: December and February
  - Soups On: February
- Director Meetings: January, February, and March
- Ongoing Staff Evaluation and Goal Setting
- Did You Knows (DYKs): January x 2
- Richard Hight Presentation: January

**Agency Team Goal:** By January 2025, ESU 7 will host a professional development regional conference for stakeholder schools and internal ESU 7 staff. Goal Percentage: 100%

**Administration Goal 1:** By July 2024, ESU 7 Administrative processes will be highly functional. Goal Percentage: 89%

**Cen7ter Goal:** Each semester at Cen7ter will prioritize job sites that we can navigate to and from in a timely manner. Goal Percentage: 99%

**Production/Print Shop Goal:** By May 2024, the Production Department will create a training process for our customers, which will be deployed by Spring, to enable them to fill out order forms properly. Goal Percentage: 90%

**Professional Development Goal:** By May of 2024, the PD Department will effectively leverage internal expertise to enhance the efficiency of internal and external communication. Goal Percentage: 75%

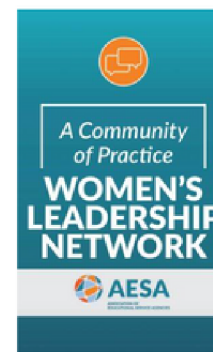
**Speech Goal:** By May 2024, the SLP Department will create a service delivery framework to aid in determining an appropriate service delivery plan (e.g., appropriate IEP minutes, service delivery model, etc.) based on current research, severity, and verification. Goal Percentage: 75%

**Vision Goal:** By May 2024, the Vision Department will create a landing page that will introduce vision staff, services provided, resources and links to support students with visual impairments. Goal Percentage: 95%



## COMPONENT 4: EDUCATIONAL LEADERSHIP

- Spring Superintendent Visits started in March
- Meetings with Lakeview and Columbus Public School Leadership: Monthly
- Agency Team Meetings: January, February, and March
- Director Meetings: January, February, and March
- NNNC meetings: Monthly
- Member of NRCSA (Nebraska Rural Council of School Administrators) Legislative Committee
  - Meetings: January x 3, February x 4
- Member of Commissioner's Advisory Group
- Member of Nebraska Schoolmasters Club
- Member of DLRT (Diverse and Learner Ready Teachers) Initiative
- Stakeholder for Nebraska Teacher and Principal Performance Standards
- Attend and facilitate SIMPL Workgroup Committee Meetings (Monthly)
- Co-Chair of the NDE/ESU Data Committee
- Partnership Opportunities since January 1:
  - ESU Coordinating Council Leadership Meetings 1x/month
  - Director meetings 2x/month
  - Agency Team 1x/month
- Co-Chair of ESUCC Education Resources Committee and a member of the Legal Committee
- NASA Distinguished Service Award
- NASA Region III President (2023-2024)
- Principal Evaluation Workshops: January
- Regional Advisory Committee (RAC): October
- Superintendent Meetings: January and February (Legislation Discussion)
- Commissioner's Superintendent Advisory Committee Meeting: January
- Nebraska Cybersecurity Network Meeting: December, January, and February
- Planning 2025 PD Event - "Empowering Educators"
- 2023-2024 AESA Women's Leadership Network - Cohort II



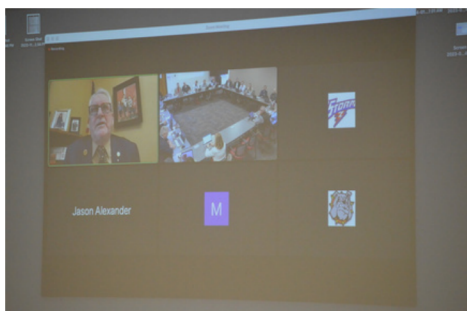
**Board Goal 2:** By July 2024, the ESU 7 Board will attend at least two professional/personal learning events annually. Goal Percentage: 82%

**Director Goal 1:** By 2026, ESU 7 will use an established process to measure implementation and impact of targeted services. Goal Percentage: 23%

**Early Childhood Goal:** By May 2025, All ESU 7 PAC members will confidently implement changes needed to IEP/IFSP/MDT processes based on Part B CAPs and new information from NDE and school lawyers. Goal Percentage: 25%

**Learning Academy Goal:** Given data through evidenced-based assessments, we will individualize academic and behavioral interventions as evidenced by implementation of intervention groups by October 23, 2023. Goal Percentage: 80%

**Mental Health Goal:** By May 2024, the Mental Health Department will improve our data collection system to analyze trends and drive service delivery. Goal Percentage: 50%



## **COMPONENT 5: BUSINESS AND FINANCE**

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

**Board Goal 1:** By July 2024, the ESU 7 Board will create, roll out, and operationalize a formalized process for board recruitment, onboarding, mentoring, and boardsmanship. Goal Percentage: 100%

**Administrator Goal :** By 2024, use a process to allocate human, fiscal and physical resources in order to maintain (optimize) and develop (innovate) quality services. Goal Percentage: 50%

## **COMPONENT 6: PROFESSIONAL/PERSONAL QUALITIES**

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

## COMPONENT 7: PROFESSIONAL GROWTH

- ESUCC Committees and ESUCC/Board Meetings: February and March
- NNNC Discussions: January, February, and March
- NASB Legislative Issues Conference: January
- NRCSA Legislative Forum: February
- NCSA GRIT Conference: March
- NRCSA Spring Conference: March
- Commissioner's Superintendent Advisory Committee
- Regional Advisory Committee (RAC)
- 2023-2024 AESA Women's Leadership Network - Cohort II
- Books Read: 100+ Leaders

**Agency Team Goal:** By January 2025, ESU 7 will host a professional development regional conference for stakeholder schools and internal ESU 7 staff. Goal Percentage: 10%

**Grants Goal 2:** By May 2024, the Grants Department members will enhance the skills needed to train adult learners. Goal Percentage:

## SIGNIFICANT AGENCY INITIATIVES

Significant improvements, additions, initiatives in the current Agency Improvement Cycle (since March 2023)

- Receptionist office remodel
- Pupil transportation and vehicle expansion

## VISION, MISSION, BELIEFS

### Vision:

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

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

### Mission:

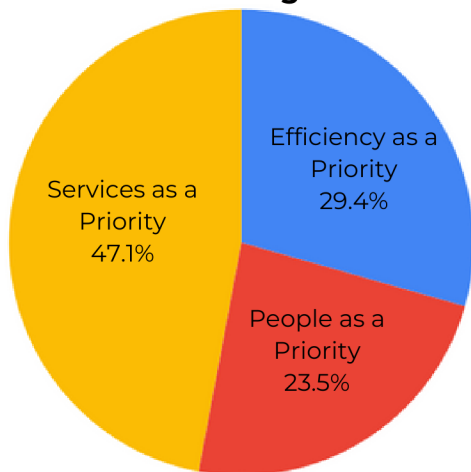
- The mission of ESU 7 is to provide leadership and support by delivering customized and innovative services.

### Beliefs:

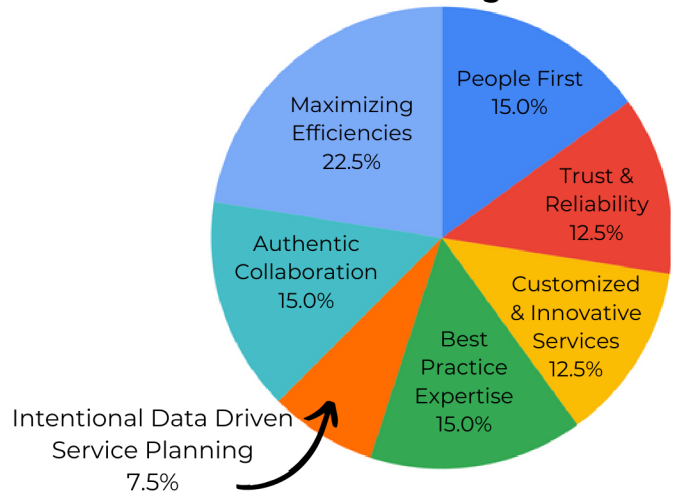
We believe in...

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

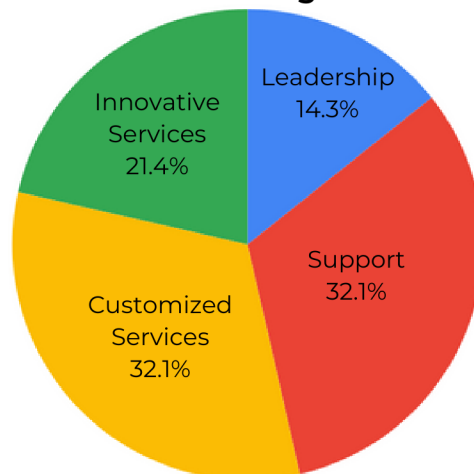
**Vision Categories**



**Beliefs Categories**



**Mission Categories**



# GOALS AND PROGRESS

## Board of Directors

- **Goal 1:** By July 2024, the ESU 7 board will create, roll out, and operationalize a formalized process for board recruitment, onboarding, mentoring, and boardsmanship.
  - **Progress:** Board Orientation document finalized and reviewed at the November board meeting. Every board member will receive a printed copy of the document at the December board meeting. Goal Percentage: 100%
- **Goal 2:** By July 2024, the ESU 7 board will attend at least two professional/personal learning events annually.
  - **Progress:** For the 23-24 academic year there are 9 board members who have attended 2 professional events, 1 board member who has attended 1 professional event, and 2 who have not yet attended any events as of 3.4.2024. Goal Percentage: 82%
- **Goal 3:** By July 2024, the ESU 7 board will attend the corresponding school district board meetings at least once every two years to report the tailored services provided by ESU 7 and the outcomes measured.
  - **Progress:** The Board and Administrator/Directors have attended 17 out of 19 public school board meetings. One additional school board meeting is scheduled for March. Goal Percentage: 89%
- **Goal 4:** By July 2024, the ESU 7 board will create, roll out, and operationalize communication materials detailing tailored services and outcomes.
  - **Progress:** Data Doc is being reviewed at all of the district board meetings. The Data Doc is being updated and revised to show pertinent information for the districts being visited. Goal Percentage: 100%

## Administrator

- **Goal 1:** By 2024, use a process to allocate human, fiscal and physical resources in order to maintain (optimize) and develop (innovate) quality services.
  - Actions:
    - Operationalize a data rich system to determine services to sunset, modify, and add.
    - Leadership to attend and establish the AESA Business Strategy Framework to learn of alternate funding options.
    - Implement system to measure impact of services delivered.
    - Work with the board to create long term plan for physical resource allocation.
    - Strengthen long term plan for human capital allocation.
  - **Progress:**
    - We use a data driven process for service planning. This year we continued to evolve the process to allow for decisions made regarding funding for new services. This was rolled out December 14, 2023.
    - The Summer 2024 Business Strategy Framework has not yet been scheduled.
    - Impact and implementation have been defined by the directors. There is a statewide workgroup working parallel to ESU 7 on this endeavor. We are working closely so our efforts are not counter to that of the other ESUs.
    - Will create a building and long term plan. Looking for facilitators of that work
    - This will run in tandem to the work above and the service planning polishing we are currently addressing.
- **Goal 2:** By year end 2025, Administrator will enhance the quality of communication furnished to the Board in the areas of:
  - Service plan development specifically related to allocation of human, fiscal, and physical resources
  - Negotiations and the impact on the budget
  - Cash reserve and long term planning
  - General budget as it relates to budget authority and operational budget.
- **Progress:**

## SCORING

0=Unsatisfactory

1=Basic

2=Proficient

3=Distinguished

### STAKEHOLDER SATISFACTION

**2.55**

### AGENCY TEAM LEADERSHIP INVENTORY

**74% RETURN RATE**

**2.77**

### SERVICES AVAILABLE



### SERVICES ACCESSED



**108th Legislature  
2nd Session  
Update to the ESU 7 Board  
3.18.2024**

**Legislative Session Convene January 3, 2024**  
**Bills introduced until 10th day, January 17, 2024**  
**Hearings begin January 22, 2024**  
**Adjourn sine die, April 18, 2024**

<b>Speaker of the Legislature:</b> Senator John Arch, Papillion/LaVista (R), 2-year term	
<b>Education Committee Members:</b> Murman (Chair), Hastings (R) Albrecht, Wayne/S.Sioux (D) Meyer, St. Paul (R) Conrad, Lincoln (D) Linehan, Omaha (R) Sanders, Bellevue (D) Walz, Fremont (D) Wayne, Omaha (R)	<b>Appropriations Committee:</b> Clements (Chair) Armendariz Dorn Dover Erdman Lippincott McDonnell Vargas Wishart
<b>Revenue Committee:</b> Linehan (Chair) Albrecht Meyer Bostar Dungan Kauth Murman von Gillern	<b>Retirement Committee:</b> McDonnell (Chair) Clements Conrad Hardin Ibach Vargas

**\*\*Not sure yet where Senator Meyer will be assigned**

*~Each senator may select only one priority bill, each committee may select two priority bills, and the speaker may select up to 25 priority bills. This session following the unprecedented filibustering, only priorities will get scheduled for debate. [Link to priority bills introduced.](#)*

## **Rules Committee, Sen. Erdman**

- Second session rules under consideration. Rule changes mid-session (between 1 and 2) is unprecedented.
  - First session the rules were: In order to have a full and fair debate on legislation, 8 hours of debate before a cloture motion for General File, 4 hours on Select File, and 2 hours on Final Reading. However, if no filibuster occurred in either the first or second rounds, the threshold for a full and fair debate could be 4 hours on Final Reading. (A cloture motion, if successful, would cease debate on a bill and require an immediate vote on the pending matter. The cloture motion currently requires an affirmative vote of 33 members.)

[Link to First Session \(2023\) Bill Tracker](#)

[Link to Second Session \(2024\) Bill Tracker](#)

### **Summary/Highlights:**

- **Education Package #1**
  - BILL NUMBER: LB 673
    - TITLE: Provide grants to schools that adopt a policy to provide emergency response mapping data to law enforcement agencies and provide powers and duties for the State Department of Education and State Board of Education
    - SPONSOR(S): Ben Hansen
  - BILL NUMBER: LB 855
    - TITLE: Prohibit school districts from taking certain actions relating to outstanding debts on a school lunch or breakfast account
    - SPONSOR(S): Danielle Nantkes Conrad, Megan Hunt
    - SUMMARY: AN ACT relating to schools; to prohibit a school board or 2 board of education of a school...
  - BILL NUMBER: LB 962
    - TITLE: Prohibit the use of certain projection maps in public schools and require each school board to adopt a policy relating to projection maps
    - SPONSOR(S): Justin T. Wayne
    - SUMMARY: AN ACT relating to schools; to prohibit the use of certain 2 projection maps in public schools...
  - BILL NUMBER: LB 1012
    - TITLE: Change provisions relating to certain tax levy and bonding authority of school districts

- SPONSOR(S): Lynne M. Shallberg Walz
    - SUMMARY: AN ACT relating to schools; to amend section 79-10,110.02, 2 Revised Statutes Cumulative...QCPUFF
  - BILL NUMBER: LB 1329
    - TITLE: Change provisions of the Nebraska Career Scholarship Act
    - SPONSOR(S): Dave Murman, Tom Brewer
    - SUMMARY: AN ACT relating to the Nebraska Career Scholarship Act; to 2 amend sections 85-3002,...
    - NOTES::Vehicle for the education committee for attachments. Came out of the committee 8-0.
  - BILL NUMBER: LB 1339
    - TITLE: Change provisions relating to possession of firearms in schools and authorize schools to provide emergency response mapping data to public safety agencies
    - SPONSOR(S): Tom Brewer
    - SUMMARY: AN ACT relating to schools; to amend section 28-1204.04, 2 Revised Statutes Cumulative Supplement,...
  - BILL NUMBER: LB 1385
    - TITLE: Change provisions relating to the issuance of and eligibility for certificates and permits issued by the State Department of Education
    - SPONSOR(S): Kathleen Kauth, Steve J. Halloran
    - SUMMARY: AN ACT relating to teachers; to amend sections 79-810 and 2 79-813, Revised Statutes...reciprocity
- **Education Package #2**
  - BILL NUMBER: LB 1284
    - TITLE: [Provide for a statewide computer science education expansion program](#)
    - SPONSOR(S): [Lynne M. Shallberg Walz](#)
    - SUMMARY: requires NDE to establish a statewide computer science education expansion program to recruit, train, and support teachers in computer science and technology education
  - BILL NUMBER: LB 964
    - TITLE: [Provide for a statewide computer science education expansion program](#)
    - SPONSOR(S): [Lynne M. Shallberg Walz](#)
    - SUMMARY: Creates the Special Education Teacher Forgivable Loan Program Act to address the fact that Nebraska elementary and

secondary schools have had difficulty filling open and necessary job positions, including special education teachers.

- BILL NUMBER: [LB 985](#)
  - TITLE: [Change provisions relating to grant eligibility under the Nebraska Teacher Recruitment and Retention Act](#)
  - SPONSOR(S): [Lou Ann Lovitt Linehan](#)
  - SUMMARY: AN ACT Creating a second option to be eligible for the \$5,000 grant. The bill provides that a high-need retention grant of \$5,000 may be awarded to a teacher who obtains an endorsement in special education, mathematics, science, technology, or dual credit AND signs a contract to complete a school year of full-time employment as a teacher to teach in such endorsement area at a Nebraska school in school year 2024-25, 2025-26, or 2026-27.
- BILL NUMBER: LB 986
  - SPONSOR: Lou Ann Linehan
  - SUMMARY: proposes a revised program such that a grant would be available to an individual who applies for the grant and who:
    - Is a resident of the State of Nebraska;
    - Is teaching full-time or has a contract to teach full-time at the time of the application for the program;
    - Has taught in Nebraska five years or less at the time of the application or renewal; and
    - Has an individual income that is less than \$55,000 per year.
- BILL NUMBER: [LB 1005](#)
  - TITLE: [Change provisions relating to the Attracting Excellence in Teaching Program and the Excellence in Teaching Cash Fund under the Excellence in Teaching Act](#)
  - SPONSOR(S): [Lynne M. Shallberg Walz](#)
  - SUMMARY: AN ACT relating to the Excellence in Teaching Act; to amend 2 sections 85-3103, 85-3105,...amends existing provisions of law that authorized the Nebraska Coordinating Commission for Postsecondary Education to award grants to teachers who meet the criteria. The grants would derive from the Excellence in Teaching Cash Fund.
- BILL NUMBER: [LB 1014](#)
  - TITLE: [Change requirements relating to school psychologists](#)
  - SPONSOR(S): [Lynne M. Shallberg Walz](#)
  - SUMMARY: AN ACT relating to the Psychology Practice Act; to amend 2 section 38-3113, Reissue Revised...to allow school

districts to receive reimbursement for school psychologists that are employed through a service agency with special education programs and rates approved by the Nebraska Department of Education (NDE).

- BILL NUMBER: [LB 1050](#)
  - TITLE: [Require school districts to provide menstrual products to students](#)
  - SPONSOR(S): [Danielle Nantkes Conrad](#) and [6 others](#)
  - SUMMARY: AN ACT relating to schools; to require school districts to 2 provide menstrual products...beginning with the 2025-26 school year, NDE must make available to each school district the appropriate number of menstrual products and dispensers required by each school district.
- BILL NUMBER: [LB 1238](#)
  - TITLE: [Adopt the Special Educators of Tomorrow Act](#)
  - SPONSOR(S): [Lynne M. Shallberg Walz](#)
  - SUMMARY: AN ACT relating to education; to adopt the Special Educators 2 of Tomorrow Act. 3...creates the Special Educators of Tomorrow program consisting of two aid components - a scholarship program with an award amount of up to \$2,500 per applicant, and a forgivable loan program with an award amount up to \$4,000 per applicant. The loan program includes a forgiveness provision that would require administration for five years after graduation and a repayment provision that would require administration for a period of time to be determined in rule after default. LB 1238 also creates the Special Educators of Tomorrow Fund.
- BILL NUMBER: [LB 1253](#)
  - TITLE: [Create the Dyslexia Research Grant Program](#)
  - SPONSOR(S): [Lou Ann Lovitt Linehan](#)
  - SUMMARY: AN ACT relating to education; to create the Dyslexia Research 2 Grant Program. 3...creates the Dyslexia Research Grant Program, to be administered by NDE. An eligible applicant may apply to NDE for a grant under the Program. The department may award a grant to any eligible applicant. The total amount of all grants awarded under the Program may not exceed \$1 million.
- BILL NUMBER: [LB 1254](#)
  - TITLE: [Provide for a professional learning system and regional coaches for teaching students to read](#)

- SPONSOR(S): [Lou Ann Lovitt Linehan](#)
- SUMMARY: AN ACT relating to education; to amend section 79-2607, 2 Revised Statutes Cumulative Supplement,...requires NDE to develop and implement a professional learning system to help provide sustained professional learning and training in high-quality instruction in reading for teachers who teach students in kindergarten through third grade at an approved or accredited school and teachers employed by an early childhood education program approved by the State Board of Education.
- The bill requires NDE to work with ESUs to provide “regional coaches” to approved or accredited elementary schools to provide assistance and job-embedded training relating to instruction in reading to teachers who teach students in kindergarten through third grade.

# 2024 Legislative Session\*

Sun	Mon	Tues	Wed	Thur	Fri	Sat
<b>January</b>						
	1	2	3	4	5	6
			DAY 1	DAY 2	DAY 3	
7	8	9	10	11	12	13
	DAY 4	DAY 5	DAY 6	DAY 7	DAY 8	
14	15	16	17	18	19	20
	HOLIDAY	DAY 9	DAY 10	DAY 11	DAY 12	
21	22	23	24	25	26	27
	DAY 13	DAY 14	DAY 15	DAY 16	DAY 17	
28	29	30	31			
	RECESS	DAY 18	DAY 19			

Sun	Mon	Tues	Wed	Thur	Fri	Sat
<b>February</b>						
				1	2	3
				DAY 20	DAY 21	
4	5	6	7	8	9	10
	DAY 22	DAY 23	DAY 24	DAY 25	RECESS	
11	12	13	14	15	16	17
	DAY 26	DAY 27	DAY 28	DAY 29	RECESS	
18	19	20	21	22	23	24
	HOLIDAY	DAY 30	DAY 31	DAY 32	DAY 33	
25	26	27	28	29		
	RECESS	DAY 34	DAY 35	DAY 36		

Sun	Mon	Tues	Wed	Thur	Fri	Sat
<b>March</b>						
					1	2
					RECESS	
3	4	5	6	7	8	9
	DAY 37	DAY 38	DAY 39	DAY 40	RECESS	
10	11	12	13	14	15	16
	RECESS	DAY 41	DAY 42	DAY 43	DAY 44	
17	18	19	20	21	22	23
	DAY 45	DAY 46	DAY 47	DAY 48	RECESS	
24	25	26	27	28	29	30
	DAY 49	DAY 50	DAY 51	DAY 52	RECESS	
31						

Sun	Mon	Tues	Wed	Thur	Fri	Sat
<b>April</b>						
	1	2	3	4	5	6
	RECESS	DAY 53	DAY 54	DAY 55	DAY 56	
7	8	9	10	11	12	13
	RECESS	DAY 57	DAY 58	DAY 59	RECESS	
14	15	16	17	18	19	20
	RECESS	RECESS	RECESS	DAY 60		
21	22	23	24	25	26	27
28	29	30				

## Federal & State Holidays

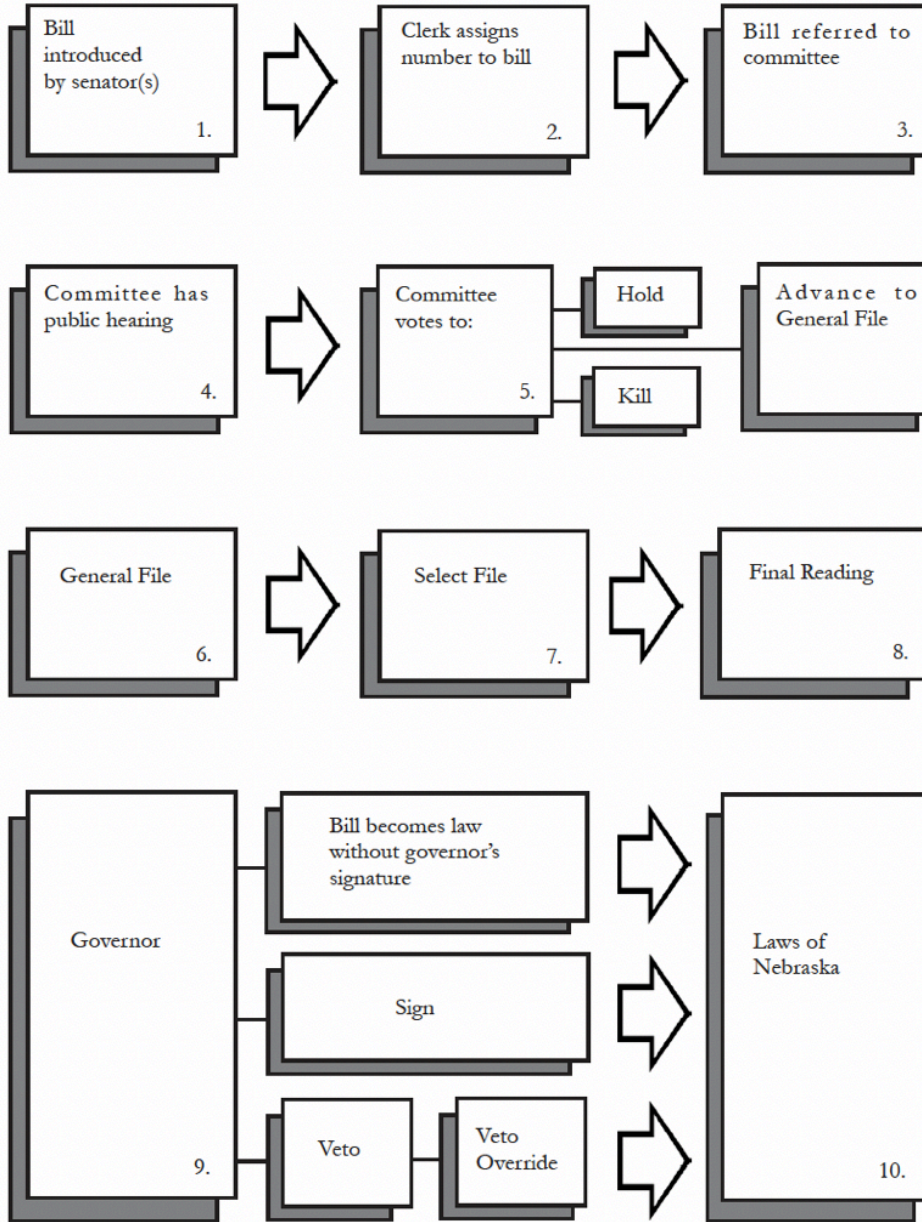
January 15 – Martin Luther King Jr. Day  
 February 19 – Presidents' Day

## Legislative Recess Days

January 29  
 February 9, 16, 26  
 March 1, 8, 11, 22, 29  
 April 1, 8, 12, 15, 16, 17

\*The Speaker reserves the right to revise the session calendar.

### How a Bill Becomes a Law



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

# ESU 7 Negotiations Priorities Summary

JANUARY 2024



**Jennifer Miller, Chair**  
District 3:  
Columbus Public,  
Fullerton, High  
Plains, Humphrey,  
Lakeview, Palmer,  
St. Edward, Twin  
River

**Richard Stephens**  
District 1: Boone  
Central, Humphrey,  
St. Edward, Twin  
River



**Richard Luebbe**  
District 4:  
Columbus Public,  
Lakeview

**Donald Graff**

District 11: Cross  
County, David City,  
High Plains, Osceola,  
Shelby-Rising City,  
Twin River



## Negotiations Committee of the ESU 7 Board



The Negotiations Committee of the ESU 7 Board asked for feedback to the current benefits offered to staff in a survey sent January 4, 2024. The survey was sent to the staff who are not covered under the ESUEA Negotiated Agreement.

The survey was two-fold, (1) capture employee thoughts, interests, and opinions of the benefits currently offered, and (2) receive suggestions for additional employee benefits. .

The feedback provided was used by the Board Negotiations Committee to drive conversations around compensation for the 2024-2025 year.

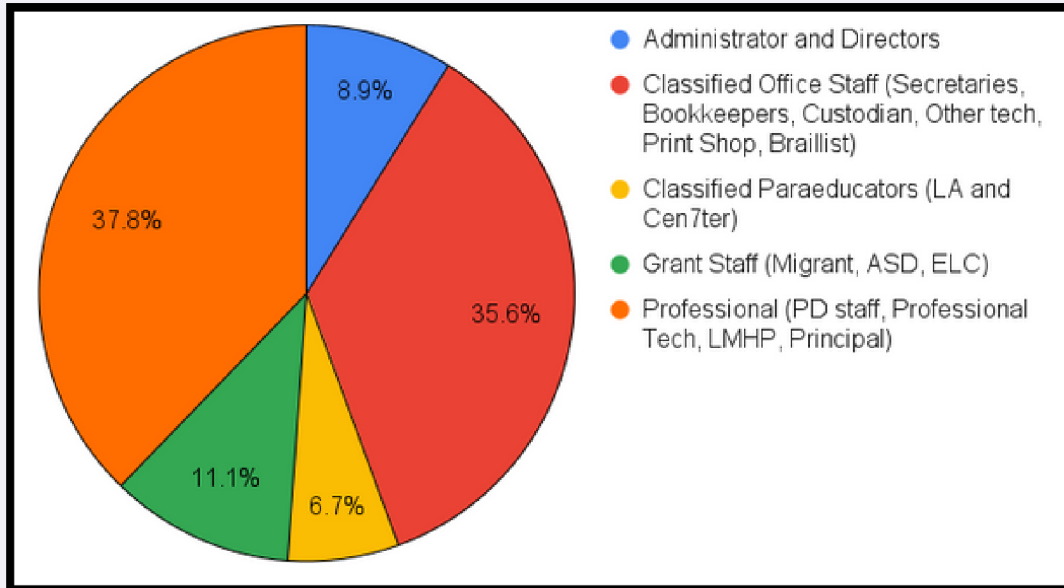
The results of the survey are on the following pages.

Thank you to the staff for completing the survey and providing feedback.

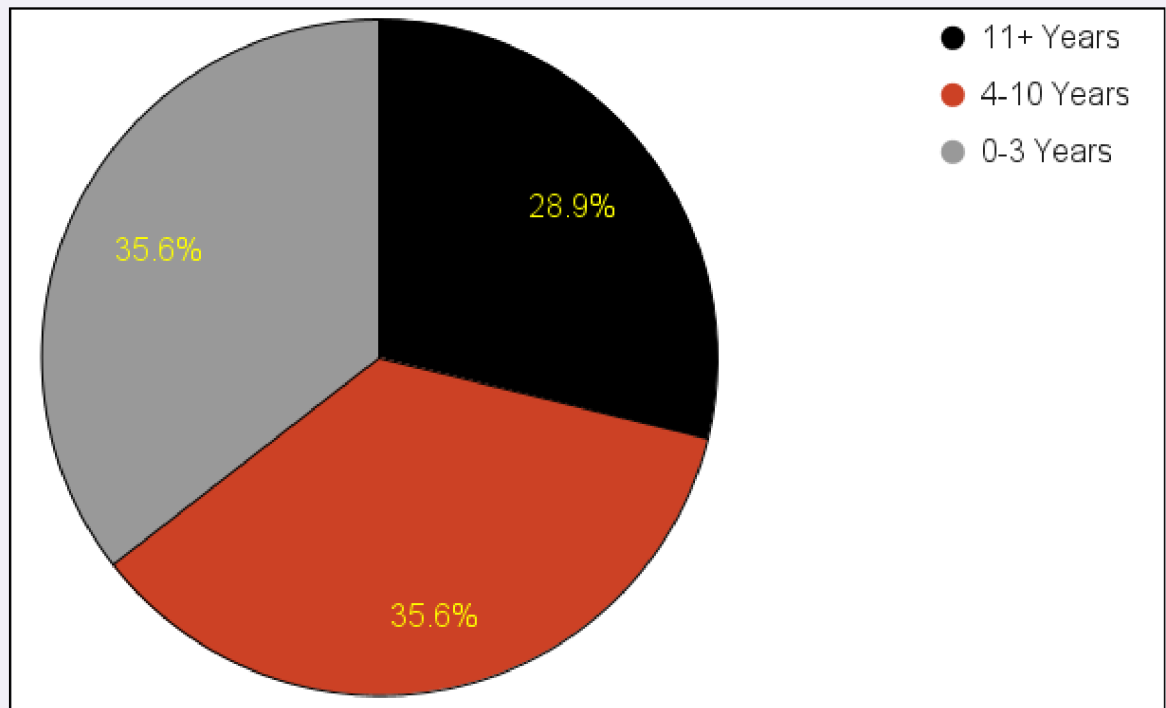
- The ESU 7 Board Negotiations Committee

# Survey Respondents

45 Responses (67% return rate)



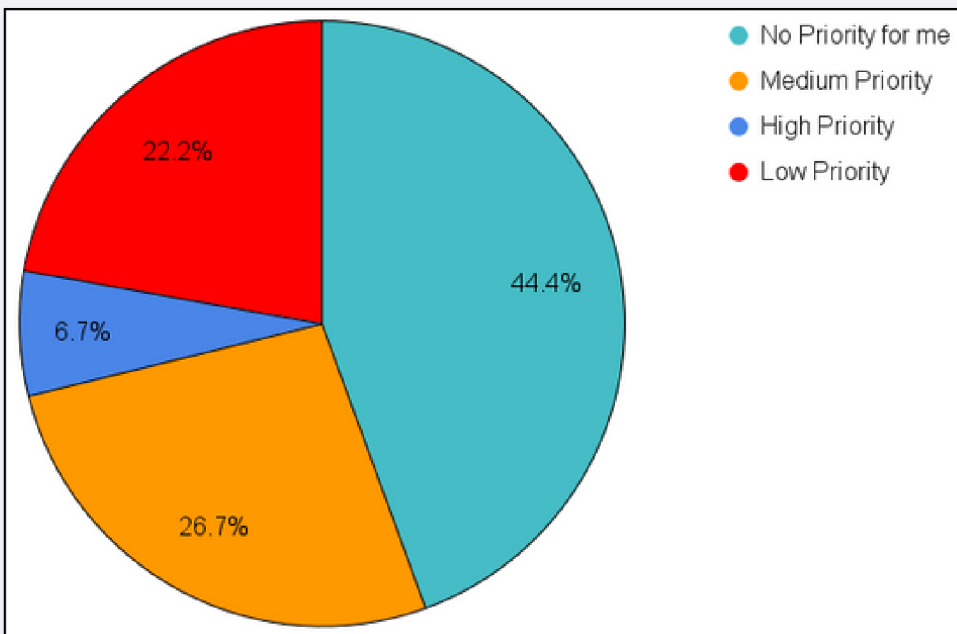
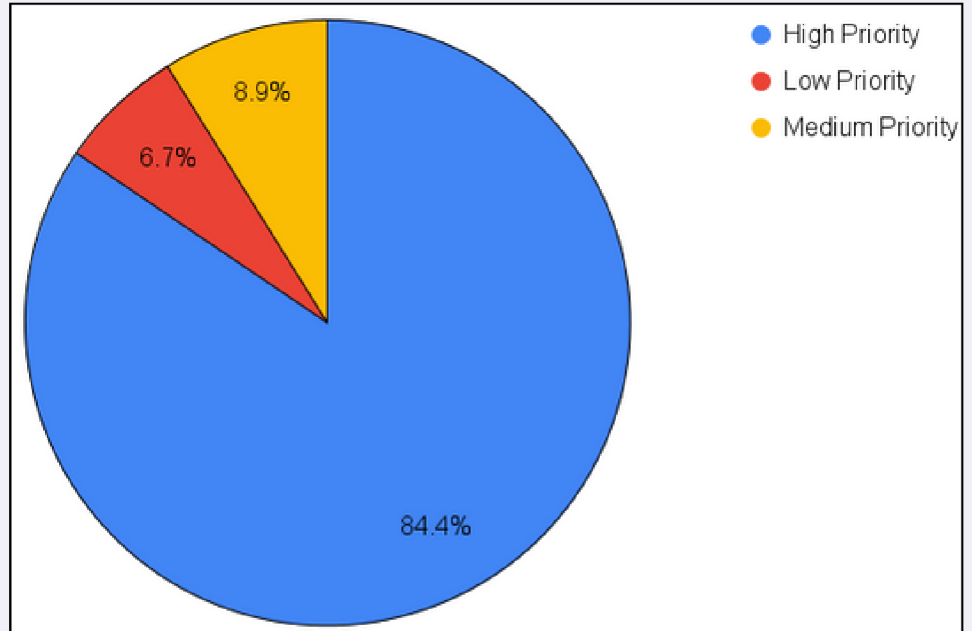
## How long have you worked at ESU 7?



Please indicate what degree of priority each of the following is for you.

**A. Potential raise to go to my salary. (This will add dollars to your retirement.)**

**ESU 7 Board Negotiations Committee Recommendation:  
Average 4% Total Compensation**

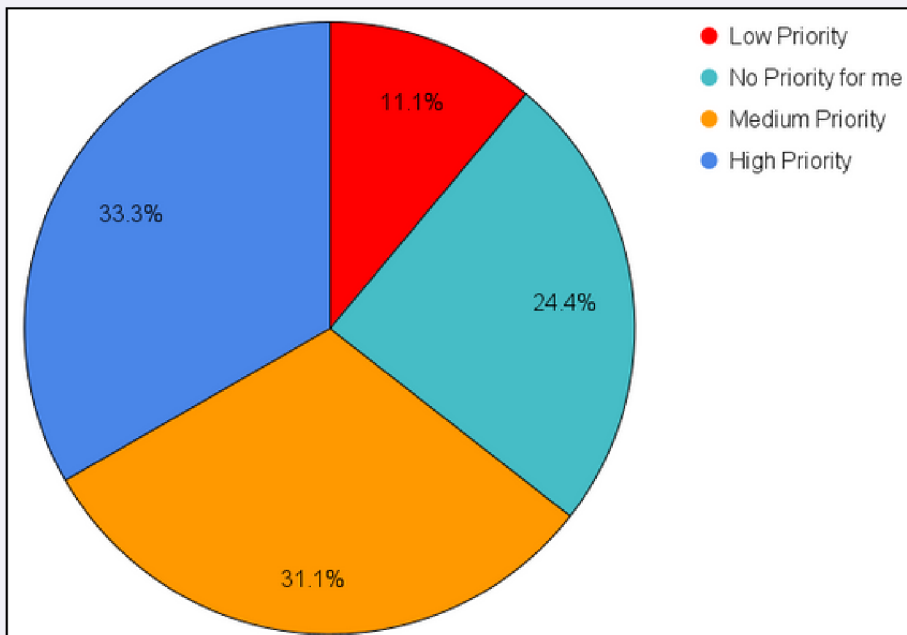
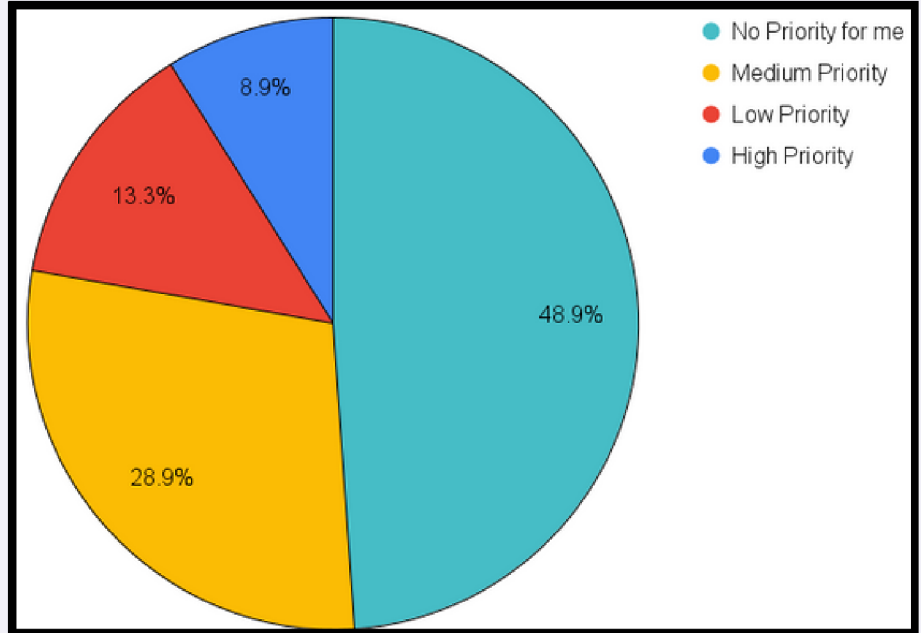


**B. Potential raise to go to the insurance I qualify for. (If you don't take insurance, you will NOT receive cash in lieu. This will NOT add dollars to your retirement.)**

**ESU 7 Board Negotiations Committee Recommendation:  
No change to insurance benefits other than rate increase.**

Please indicate what degree of priority each of the following is for you.

*Combination of both  
A and B*



*Additional  
personal day*

***ESU 7 Board Negotiations  
Committee Recommendation:  
Added one day to use as you  
please.***

## ***Additional suggestions for the ESU 7 Board Negotiations Committee when considering salary and benefits for 2024-2025***

- *I have no additional suggestions. Please thank the board for taking the time to consider these things.*
- *Thank you for asking for our feedback! Will the results of this survey be shared with the ESU 7 employees who took the survey? I would love to see them.*
- *Thank you!*
- *I appreciate the Board looking into this and gathering feedback.*
- *Thank you for your consideration.*
- *Thank you for negotiating on our behalf!*
- *I'd like the additional personal day, but not if it comes in exchange for a decreased salary raise.*
- *Additional personal day(s) would be helpful when needing mental health days (a break) with flexibility.*
- *More vacation days*
- *More vacation hours. More affordable family insurance.*
- *I would like you guys to look into what other districts/ESU's get for vacation. I believe 3 weeks max is not acceptable for long term employees. Anyone over 10 years usually have at least 4 weeks vacation.*
- *Please revisit the vacation leave to get us comparable to other districts. An example: Months 0-4 (probation) 0 days, Month 5 - year 1 5 days, Year 2- year 5 10 days, Year 6- year 10 15 days and year 11+ 20 days. What about paying us for the major Holidays? An example: 9 month employees get Labor Day, Thanksgiving, Thanksgiving Friday, Christmas, New Year's Day and Good Friday 10 month employees get Labor Day, Thanksgiving, Thanksgiving Friday, Christmas, New Year's Day, Good Friday and Memorial Day 12 month employees get Labor Day, Thanksgiving, Thanksgiving Friday, Christmas Eve, Christmas, New Year's Day, Good Friday, Memorial Day and Fourth of July If a holiday falls on a Sunday it will be observed on the following Monday and if it falls on Saturday, it will be observed on the preceding Friday.*
- *I want equal pay equal time off equal paid days off even if I work part time so i would accept part time compensation.*
- *Do not take insurance, combination of A & B gives no benefit to me. Thank you for asking and giving us the opportunity to respond.*
- *Increase salaries when proficient and higher is met on reviews*
- *Raises based on merit—job performance/attendance*
- *I feel that raises should be based on our job performance and attendance not just a standard.*
- *None at this time other than potential raise. I appreciate the COLA however inflation is sky high right now and its been hard to keep up.*

## ***Additional suggestions for the ESU 7 Board Negotiations Committee when considering salary and benefits for 2024-2025***

- *ESU 7 has the most expensive health care option of any place I've ever worked for and any place that I know of as of today. We're told that it's a "good" plan, but I have also never heard that other plans or other carriers have ever been considered. We seem to blindly re-sign with the educators health alliance each year without looking into alternatives that could save the staff and ESU money to make health insurance more affordable. I know of several businesses in town that can offer full family for half the premium that our staff have to pay and they are happy with the coverage. It's nice to have such a great retirement plan and such a great health care plan, but both are very expensive and don't leave much in a person's paycheck for monthly expenses. In my tenure, I have had a number of recruits turn down positions once they hear about how expensive our health care plans are. I also have a few staff that must go outside of the ESUs health benefits because they can't make ends meet at home. It would be nice if ESU 7 would at least study an alternative to Blue Cross / Blue Shield.*
- *I understand that insurance has to be budgeted in a persons salary package in case I would leave and my replacement would take insurance, but I feel as long as I am not taking insurance, a higher percentage should go to my salary while I am here. I have saved the company a ton of money by not taking insurance over my years of employment and haven't received a higher salary/raise each year because of that savings. I understand no cash in lieu, but a higher percent raise to those that don't take insurance each year could compensate those employees with a boost in salary vs taking insurance. Savings to ESU for not taking insurance, but a partial compensation of that savings to employee for not taking insurance in higher raise to salary each year.*
- *Family insurance is just expensive, how do you make it affordable for staff. How much of a raise above is considered to make full family affordable for staff or help with it.*
- *It's important to not have biases toward families. I understand many individuals at the ESU want "better" family insurance coverage comparable to districts in our area. However, I know a host of other employees that respect the other numerous advantages ESU provides (non-contract days, flexibility, one of the highest paid ESU's) that are not in favor of increasing family insurance as it simply doesn't apply to them OR it takes away from other advantages. I ask that the board consider the best option for ALL the employees in ALL situations.*
- *Providing full family insurance is a great recruiting tool when looking for staff, especially classified. I have lost amazing paras who loved their job here to jobs that either offered full family insurance or more hours at the same pay in order to help pay for their market-place plan. We are needing to hire a substantial amount of paras for the following school year and it would be extremely helpful to lure people in with this huge benefit. We want to hire the best for our kids, and it can be really difficult to recruit the best without having benefits. Thank you for seeking input!*
- *Retaining reliable employees & having subs available keeps us all happy.*