



Regular Board of Directors Meeting

Monday, January 18, 2021 at 5:30 PM

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

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

#### **LEADERSHIP • SERVICE • SUPPORT**

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

1. Notification of Open Meetings Law  
**Speaker(s):** Board President or Designee  
**Rationale:**

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

§84-1411 adjusts notice requirements for meetings of public bodies. For meetings of governing bodies of all political subdivisions of the State of Nebraska:

- Notice shall be published in a newspaper of general circulation within the public body's jurisdiction. If available, notice shall also be published on such newspaper's website.
- In addition to the required notice, notice may also be provided by any other appropriate method designated by the public body or advisory committee.

2. Roll Call

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

3. Absent Board Members

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

**Rationale:**

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

Jack Young will be absent due to personal reasons.

**Recommended Motion(s):**

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

4. Pledge of Allegiance

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

2. Approval of Agenda

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

**Rationale:**

The sequence of agenda topics is subject to change at the discretion of the Board. The January Spotlight will be moved to review after the Treasurer's Report.

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

**Recommended Motion(s):**

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

3. Welcome Visitors

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

4. Public Comment

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

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

Citizens wishing to address the Board on a certain agenda item must notify the Educational Service Unit Administrator prior to the board meeting. Citizens wishing to present petitions to the Board may do so at this time. However, the Board will only receive the petitions and not act upon them or their contents.

5. Election of Board Officers

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

1. Election of Board President

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

**Rationale:**

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

**Recommended Motion(s):**

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

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

2. Election of Vice President of the Board of Directors

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

**Rationale:**

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

**Recommended Motion(s):**

Discuss, consider and take any necessary action to elect \_\_\_\_\_ as Vice President of Board of Directors Passed with a motion by Board Member #1 and a second by Board Member #2.

3. Election of Secretary of Board of Directors

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

**Rationale:**

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

**Recommended Motion(s):**

Discuss, consider and take any necessary action to elect \_\_\_\_\_ as Secretary of Board of Directors Passed with a motion by Board Member #1 and a second by Board Member #2.

6. Committees, positions, and designations

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

1. Select Treasurer

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

**Rationale:**

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

**Recommended Motion(s):**

Discuss, consider and take any necessary action to appoint \_\_\_\_\_ as Treasurer to the Board of Directors Passed with a motion by Board Member #1 and a second by Board Member #2.

2. Select Recording Secretary

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

**Rationale:**

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

**Recommended Motion(s):**

Discuss, consider and take any necessary action to appoint \_\_\_\_\_ as Secretary to the Board of Directors Passed with a motion by Board Member #1 and a second by Board Member #2.

3. Select members of Board Committees

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

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

**2020 Members**

Negotiations:

- Jennifer Miller (Chair)
- Richard Luebbe
- Richard Stephens

Handbook:

- Jack Young
- Jennifer Miller
- Joyce Baumert
- Richard Stephens

Budget:

- Doug Pauley (Chair)
- Dan Hoesly
- Gary Wieseler
- Jack Young

Evaluation:

- Doug Pauley (Chair)
- Jennifer Miller
- Joyce Baumert
- Marni Danhauer

**Recommended Motion(s):**

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

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

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

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

4. Designate depository bank(s)

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

**Rationale:** Authorized Depositories, Bonds, Disbursement of Funds requires the ESU 7 Board to annually authorize depositories for ESU 7 Funds. The checking accounts are currently at First National Bank and Trust, Columbus. The Board authorizes the Administrator and Board Treasurer to contact banks in the ESU area to invest money at the best rate.

**Recommended Motion(s):**

Discuss, consider and take any necessary action to authorize First National Bank and Trust, Columbus as the depository bank, as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

5. Designate Newspapers of Record

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

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

**Recommended Motion(s):**

Discuss, consider and take any necessary action to authorize the Columbus Telegram as the newspaper of record, as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

7. Consent Agenda

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

**Rationale:**

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

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

Consent Agenda Includes:

- Minutes from the previous meeting(s)
- Presentation of the Bills
- Certificated/Classified Hire(s)/Reassignments/Resignation(s)
- Other Routine Agenda Items

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

**Recommended Motion(s):**

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

1. Minutes

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

**Rationale:**

**This is a consent item.**

2. Presentation of Bills #71773 through #71920 totaling \$630,218.23

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

**Rationale:**

The summary of bills for the current month total:\$630,218.23 - Bills #71773 through #71920  
 Inservice bills total: \$0

	Amount	Vendor	Description
7178 6	\$16,936.20	Central NE Rehab Services	SPED Speech Services/Early Childhood Services
7185 1	\$13,225.00	Rosetta Stone LTD	Title III/Migrant Software Licenses
7186 2	\$5,600.00	Torsh Inc.	PRT Premium Subscription Software

**This is a consent item.**

3. Mileage Reimbursement Rate

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

**Rationale:** The IRS Mileage rate for 2021-2022 is \$0.56 per mile.

Article III, Section 4, D Coffee Act Policy (Reimbursable Expenses) Reimbursement of Expenses. The ESU will pay the registration costs, tuition costs, fees or charges for attendance by Board members at such approved functions. The ESU will pay mileage at the rate allowed by law (that is, the rate established by the Department of Administrative Services) or actual travel expense if travel is authorized by commercial or charter means. The ESU will pay meals and lodging at a rate not exceeding the applicable federal rate unless a fully itemized claim is submitted substantiating the costs actually incurred in excess of such rate and such additional expenses are expressly approved by the Board. For employees and volunteers, the ESU will pay costs and make reimbursements in the same manner as provided above for Board member attendance, unless otherwise established by policy, Board action, contract, or negotiated agreement.

8. Treasurer's Report

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

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

**Recommended Motion(s):**

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

9. Board Code of Ethics and Oath of Office

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

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

I, \_\_\_\_\_, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true

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

10. Dissemination of Conflict of Interest Forms

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

**Rationale:** Annually, Conflict of Interest and Code of Ethics forms will be disseminated to the Board for signature.

11. ESU 7 2021-2022 General Calendar

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

**Rationale: Recommendation:** Discuss, Consider and take any necessary action to approve the ESU 7 2021-2022 General Calendar as presented.

**Recommended Motion(s):**

Discuss, Consider and take any necessary action to approve the ESU 7 2021-2022 General Calendar as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

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

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

**Rationale:**

**Recommendation:** Discuss, consider and take all necessary action to approve Article I, Section 3, F Code of Ethics for Board Members as presented.

**Recommended Motion(s):**

Discuss, consider and take all necessary action to approve Article I, Section 3, F Code of Ethics for Board Members as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

13. Reading of Article I, Section 4, A Officer Positions

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

**Rationale:**

**Recommendation:** Discuss, consider and take all necessary action to approve Article I, Section 4, A Officer Positions as presented.

**Recommended Motion(s):**

Discuss, consider and take all necessary action to approve Article I, Section 4, A Officer Positions as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

14. Reading of Article I, Section 4, B President

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

**Rationale:**

**Recommendation:** Discuss, consider and take all necessary action to approve Article I, Section 4, B President as presented.

**Recommended Motion(s):**

Discuss, consider and take all necessary action to approve Article I, Section 4, B President as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

15. Reading of Article I, Section 4, C Vice President

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

**Rationale:**

**Recommendation:** Discuss, consider and take all necessary action to approve Article I, Section 4, C Vice President as presented.

**Recommended Motion(s):**

Discuss, consider and take all necessary action to approve Article I, Section 4, C Vice President as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

16. Reading of Article I, Section 4, D Secretary

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

**Rationale:**

**Recommendation:** Discuss, consider and take all necessary action to approve Article I, Section 4, D Secretary as presented.

**Recommended Motion(s):**

Discuss, consider and take all necessary action to approve Article I, Section 4, D Secretary as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

17. Reading of Article I, Section 5, A Committees

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

**Rationale:**

**Recommendation:** Discuss, consider and take all necessary action to approve Article I, Section 5, A Committee as presented.

**Recommended Motion(s):**

Discuss, consider and take all necessary action to approve Article I, Section 5, A Committee as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

18. Reading of Article III, Section 4, C Depositories of Funds

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

**Rationale:**

**Recommendation:** Discuss, consider and take all necessary action to approve Article III, Section 4, C Depositories of Funds as presented.

**Recommended Motion(s):**

Discuss, consider and take all necessary action to approve Article III, Section 4, C Depositories of Funds as presented Passed with a motion by Board Member #1 and a second by Board Member #2.

19. Coordinating Agency for ESU 7 Special Education Cooperative

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

**Rationale:** ESU 7 continues to serve as the coordinating agency for the ESU 7 Special Education Cooperative for 2021-2022.

**Recommended Motion(s):**

Discuss, consider and take any action necessary for ESU 7 to continue to serve as the coordinating agency for the ESU 7 Special Education Cooperative for 2021-2022 Passed with a motion by Board Member #1 and a second by Board Member #2.

20. ESU 7 COVID-19 Pay Resolution and Update

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

**Rationale:** After consultation with legal council it is recommended that the following resolutions be adopted and approved or reviewed every four weeks.

**Recommendation:** Discuss, consider and take all necessary action to approve the ESU 7 COVID-19 Pay Resolution.

**Recommended Motion(s):**

Discuss, consider and take all necessary action to approve the ESU 7 COVID-19 Pay Resolution Passed with a motion by Board Member #1 and a second by Board Member #2.

21. Administrator's Report General

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

**Rationale:** Goals - Attached for your Review  
Evaluation Committee Goals  
ESUCC Update  
Board Goals  
Upcoming Events

1. Services Update

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

**Rationale:** SIMPL Service Planning Update  
Spotlight: Vision

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

2. Personnel - Classified Employment Agreement for Madison Sander - Level III Substitute

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

**Rationale:** Classified Employment Agreement for Madison Sander - Level III Substitute

3. Legislative Update

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

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

- Legislative Document Update

22. Committee Reports

**Speaker(s):** Committee Chair

1. Negotiations Committee Report

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

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

23. Adjournment

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

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



STATE *of* NEBRASKA  
OFFICE OF THE GOVERNOR  
LINCOLN

**EXECUTIVE ORDER NO. 21-02**

**CORONAVIRUS – CONTINUED LIMITED WAIVER OF  
PUBLIC MEETINGS REQUIREMENTS**

**WHEREAS**, in order to provide flexibility to assist in meeting the emergency conditions and subsequent impacts brought on from COVID-19, a state of emergency was declared in Nebraska on March 13, 2020;

**WHEREAS**, the State of Nebraska is committed to providing seamless government operations that are open to the people of Nebraska and to the media throughout the state of emergency;

**NOW THEREFORE**, I, Pete Ricketts, Governor of the State of Nebraska, by virtue of the authority vested in me by the Constitution and laws of Nebraska, hereby issue this continued limited waiver of certain requirements of the Nebraska Open Meetings Act.

Pursuant to this declaration, I hereby order the following:

1. Executive Order No. 20-36, which is currently scheduled to end on January 31, 2021, shall remain in effect through April 30, 2021; and
2. The identical statutory waivers and conditions contained within Executive Order No. 20-36 shall continue through April 30, 2021.

**IN WITNESS THEREOF**, I have hereunto set my hand and caused the Great Seal of the State of Nebraska to be affixed on this 11th day of January, 2021.

**ATTEST:**



Pete Ricketts, Governor  
State of Nebraska

Robert B. Evnen, Secretary of State  
State of Nebraska

# 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, and (ii) entities conducting judicial proceedings unless a court or other judicial body is exercising rulemaking authority, deliberating, or deciding upon the issuance of administrative orders;

(2) Meeting means all regular, special, or called meetings, formal or informal, of any public body for the purposes of briefing, discussion of public business, formation of tentative policy, or the taking of any action of the public body; and

(3) Videoconferencing means conducting a meeting involving participants at two or more locations through the use of audio-video equipment which allows participants at each location to hear and see each meeting participant at each other location, including public input. Interaction between meeting participants shall be possible at all meeting locations.

**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; videoconferencing or telephone conferencing authorized; emergency meeting without notice; appearance before public body.**

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

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

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

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

(e) Such notice shall contain an agenda of subjects known at the time of the publicized notice or a statement that the agenda, which shall be kept continually current, shall be readily available for public inspection at the principal office of the public body during normal business hours. Agenda items shall be sufficiently descriptive to give the public reasonable notice of the matters to be considered at the meeting. Except for items of

an emergency nature, the agenda shall not be altered later than (i) twenty-four hours before the scheduled commencement of the meeting or (ii) forty-eight hours before the scheduled commencement of a meeting of a city council or village board scheduled outside the corporate limits of the municipality. The public body shall have the right to modify the agenda to include items of an emergency nature only at such public meeting.

(2) A meeting of a state agency, state board, state commission, state council, or state committee, of an advisory committee of any such state entity, of an organization created under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a public power district having a chartered territory of more than one county in this state, of the governing body of a public power and irrigation district having a chartered territory of more than one county in this state, of a board of an educational service unit, of the Educational Service Unit Coordinating Council, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, or of a community college board of governors may be held by means of videoconferencing or, in the case of the Judicial Resources Commission in those cases specified in section 24-1204, by telephone conference, if:

(a) Reasonable advance publicized notice is given as provided in subsection (1) of this section;

(b) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recodation by audio or visual recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if videoconferencing or telephone conferencing was not used;

(c) At least one copy of all documents being considered is available to the public at each site of the videoconference or telephone conference;

(d) At least one member of the state entity, advisory committee, board, council, or governing body is present at each site of the videoconference or telephone conference, except that a member of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis, an organization created under the Municipal Cooperative Financing Act, or a governing body of a risk management pool or an advisory committee of such organization or pool may designate a nonvoting designee, who shall not be included as part of the quorum, to be present at any site; and

(e)(i) Except as provided in subdivision (2)(e)(ii) of this section, no more than one-half of the state entity's, advisory committee's, board's, council's, or governing body's meetings in a calendar year are held by videoconference or telephone conference; or (ii) 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, such organization holds at least one meeting each calendar year that is not by videoconferencing or telephone conferencing.

Videoconferencing, telephone conferencing, or conferencing by other electronic communication shall not be used to circumvent any of the public government purposes established in the Open Meetings Act.

(3) A meeting of a board of an educational service unit, of the Educational Service Unit Coordinating Council, of the governing body of an entity formed under the Interlocal Cooperation Act, the Joint Public Agency Act, or the Municipal Cooperative Financing Act, of the governing body of a risk management pool or its advisory committees organized in accordance with the Intergovernmental Risk Management Act, of a community college board of governors, of the governing body of a public power district, of the governing body of a public power and irrigation district, or of the Nebraska Brand Committee may be held by telephone conference call if:

(a) The territory represented by the educational service unit, member educational service units, community college board of governors, public power district, public power and irrigation district, Nebraska Brand Committee, or member public agencies of the entity or pool covers more than one county;

(b) Reasonable advance publicized notice is given as provided in subsection (1) of this section which identifies each telephone conference location at which there will be present: (i) A member of the educational service unit board, council, community college board of governors, governing body of a public power district, governing body of a public power and irrigation district, Nebraska Brand Committee, or entity's or pool's governing body; or (ii) A nonvoting designee designated under subdivision (3)(f) of this section;

(c) All telephone conference meeting sites identified in the notice are located within public buildings used by members of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, Nebraska Brand Committee, or entity or pool or at a place which will accommodate the anticipated audience;

(d) Reasonable arrangements are made to accommodate the public's right to attend, hear, and speak at the meeting, including seating, recodation by audio recording devices, and a reasonable opportunity for input such as public comment or questions to at least the same extent as would be provided if a telephone conference call was not used;

(e) At least one copy of all documents being considered is available to the public at each site of the telephone conference call;

(f) At least one member of the educational service unit board, council, community college board of governors, governing body of the public power district, governing body of the public power and irrigation district, Nebraska Brand Committee, or governing body of the entity or pool is present at each site of the telephone conference call identified in the public notice, except that a member of an organization created under the Interlocal Cooperation Act that sells electricity or natural gas at wholesale on a multistate basis, an organization created under the Municipal Cooperative Financing Act, or a governing body of a risk management pool or an advisory committee of such organization or pool may designate a nonvoting designee, who shall not be included as part of the quorum, to be present at any site;

(g) The telephone conference call lasts no more than five hours; and

(h) No more than one-half of the board's, council's, governing body's, committee's, entity's, or pool's meetings in a calendar year are held by telephone conference call, except that: (i) 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 telephone conference call if the governing body's quarterly meetings are not held by telephone conference call or videoconferencing; and (ii) 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 may hold more than one-half of its meetings by telephone conference call if the organization holds at least one meeting each calendar year that is not by videoconferencing or telephone conference call.

Nothing in this subsection shall prevent the participation of consultants, members of the press, and other nonmembers of the governing body at sites not identified in the public notice. Telephone conference calls, 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 means of electronic or telecommunication equipment. 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 other than a member of the public body to appear before the public body by means of video or telecommunications equipment.

**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, 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. 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 may require any member of the public desiring to address the body to identify himself or herself.

(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 a telephone conference call available at an instate location to members, the public, or the press, if requested twenty-four hours in advance;

(d) No more than twenty-five percent of the public body's meetings in a calendar year are held out-of-state;

(e) Out-of-state meetings are not used to circumvent any of the public government purposes established in the Open Meetings Act;

(f) Reasonable arrangements are made to provide viewing at other instate locations for a videoconference meeting if requested fourteen days in advance and if economically and reasonably available in the area; and

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

(8) Public bodies shall make available at the meeting or the instate location for a telephone conference call or videoconference, 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. 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.**

(1) Each public body shall keep minutes of all meetings showing the time, place, members present and absent, and the substance of all matters discussed.

(2) Any action taken on any question or motion duly moved and seconded shall be by roll call vote of the public body in open session, and the record shall state how each member voted or if the member was absent or not voting. The requirements of a roll call or viva voce vote shall be satisfied by a public body which utilizes an electronic voting device which allows the yeas and nays of each member of such public body to be readily seen by the public.

(3) The vote to elect leadership within a public body may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

(4) The minutes of all meetings and evidence and documentation received or disclosed in open session shall be public records and open to public inspection during normal business hours.

(5) Minutes shall be written, except as provided in subsection (6) of this section, and available for inspection within ten working days or prior to the next convened meeting, whichever occurs earlier, except that cities of the second class and villages may have an additional ten working days if the employee responsible for writing the minutes is absent due to a serious illness or emergency.

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

**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.

Revised  
10/2020

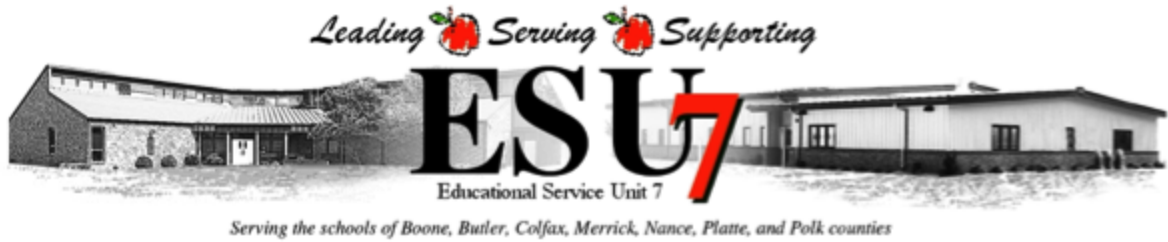


PERRY, GUTHERY, HAASE & GESSFORD, P.C., L.L.O.  
233 SOUTH 13<sup>TH</sup> STREET, SUITE 1400, LINCOLN, NE 68508  
(402) 476-9200  
[jgessford@perrylawfirm.com](mailto:jgessford@perrylawfirm.com)  
[rschultze@perrylawfirm.com](mailto:rschultze@perrylawfirm.com)  
[gperry@perrylawfirm.com](mailto:gperry@perrylawfirm.com)



Nebraska Council  
of School Administrators

455 South 11<sup>th</sup> Street, Suite A  
Lincoln, NE 68508  
(402) 476-8055  
[ncsa.org](http://ncsa.org)



## **Board Work Session**

Educational Service Unit 7, Oak Room  
2657 44th Avenue

Columbus, NE 68601-8537

Monday, December 21, 2020 at 4:30 PM

Posted Locations:

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

Posted Date: 12/15/2020

Attendance Taken at 4:37 PM.

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

Present: 10, Absent: 2.

Attendance Update Taken at 4:59 PM.

Jennifer Miller: Present

Present: 11, Absent: 1.

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

**LEADERSHIP • SERVICE • SUPPORT**

Notice of this meeting was given in advance according to State Law 84-1411, by giving notice of the meeting to the public on ESU 7 website [www.esu7.org](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 4:38pm.

Vice President Gary Wieseler conducted the meeting.

#### 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.

§84-1411 adjusts notice requirements for meetings of public bodies. For meetings of governing bodies of all political subdivisions of the State of Nebraska:

- Notice shall be published in a newspaper of general circulation within the public body's jurisdiction. If available, notice shall also be published on such newspaper's website.
- In addition to the required notice, notice may also be provided by any other appropriate method designated by the public body or advisory committee.

#### 1.2. Roll Call

Marni Danhauer not present due to personal reasons. Jennifer Miller arrived on the meeting via Zoom at 4:57pm.

2. AESA Presentation: Unusual Opportunities Brought To You By...COVID-19  
Professional learning for Board Members regarding ESUCC statewide support during Coronavirus pandemic.  
The members present watched the AESA Presentation: Unusual Opportunities Brought To You By....COVID19.

School districts have structures in place to be in-person or remote.

Nebraska Department of Education understands this is an unusual year and there are essential standards that have to be taught to be successful in order to progress to the next grade.

#### 3. Adjournment

The Board Working Session Meeting adjourned at 5:26pm.

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



## **Regular Board of Directors Meeting**

Educational Service Unit 7, Oak Room  
2657 44th Avenue  
Columbus, NE 68601-8537  
Monday, December 21, 2020 at 5:30 PM  
Posted Locations:

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

Posted Date: 12/14/2020

Attendance Taken at 5:32 PM.

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

Present: 11, Absent: 1.

Attendance Update Taken at 6:54 PM.

Jennifer Miller: Absent  
Present: 10, Absent: 2.  
Jennifer Miller left Zoom

### **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.  
Vice President Gary Wieseler 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  
Dan Ellsworth, Network Operations Director  
Tricia Spieker, Speech Language Pathology Coordinator

### 1.1. Notification of Open Meetings Law

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

§84-1411 adjusts notice requirements for meetings of public bodies. For meetings of governing bodies of all political subdivisions of the State of Nebraska:

- Notice shall be published in a newspaper of general circulation within the public body's jurisdiction. If available, notice shall also be published on such newspaper's website.
- In addition to the required notice, notice may also be provided by any other appropriate method designated by the public body or advisory committee.

### 1.2. Roll Call

### 1.3. Absent Board Members

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

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

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

Marni Danhauer was absent due to personal reasons. Jennifer Miller left the meeting at 6:54pm due to personal reasons.

1.4. Pledge of Allegiance

All members present participated in the Pledge of Allegiance.

2. Approval of Agenda

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

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

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

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

3. Welcome Visitors

No visitors present.

4. Public Comment

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

Citizens wishing to address the Board on a certain agenda item must notify the Educational Service Unit Administrator prior to the board meeting. Citizens wishing to present petitions to the Board may do so at this time. However, the Board will only receive the petitions and not act upon them or their contents.

No public comments provided.

5. **Consent Agenda**

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

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

Consent Agenda Includes:

- Minutes from the previous meeting(s)
- Presentation of the Bills
- Certificated/Classified Hire(s)/Reassignments/Resignation(s)
- Other Routine Agenda Items

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

Consent agenda as presented Passed with a motion by Doug Pauley and a second by Dan Hoesly.

Marni Danhauer: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Donald Ellison: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 11, Nay: 0, Absent: 1

5.1. Minutes

**This is a consent item.**

5.2. Presentation of Bills #71654 through #71772 totaling \$611,730.27

The summary of bills for the current month total:\$611,730.27 - Bills #71654 through #71772

Inservice bills total: \$0

	Amount	Vendor	Description
71664	\$7,861.91	Capital One Bank	Tech/PD/SPED/general supplies/equip./travel
71665	\$17,376.48	Central NE Rehab Services	SPED Speech Services/Early Childhood Services
71674	\$5,110.00	Engineered Controls	20-21 HVAC Controls Service Agreement (3 buildings)

**This is a consent item.**

5.3. New Hire - Chris Hilliard, District Technology Coordinator.

New Hire - Chris Hilliard, District Technology Coordinator, starting 12.14.2020.

**This is a consent item.**

5.4. New Hire - Richard Stuart, Information Technology Specialist.

New Hire - Richard Stuart, Information Technology Specialist, starting 1.28.2021.

**This is a consent item.**

5.5. Resignations - Kerri Jo Krivohlavek

Include letter of resignation or retirement if available.

**This is a consent item.**

6. Treasurer's Report

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

Discuss, consider and take any action necessary to approve the Treasurer's Report as presented. Passed with a motion by Dan Hoesly and a second by Bob Arp.

Marni Danhauer: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Donald Ellison: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Jennifer Miller: Yea

Doug Pauley: Yea

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

Administrator Polk discussed the cash on hand and cash reserve lines. The goal is to have 30% cash on hand which is enough to sustain salaries and grant opportunities while ESU 7 waits for payments from schools and grants. The ESU is trending toward reaching the 30% by the end of this fiscal year. The goal is to start the year with the 30% cash on hand.

7. Reading of Article I, Section 2, B Duties and Function of the Board

Policy review. No changes to consider.

**Recommendation:** Discuss, consider and take all necessary action to approve Article I, Section 2, B Duties and Function of the Board as presented.

Discuss, consider and take all necessary action to approve Article I, Section 2, B Duties and Function of the Board as presented Passed with a motion by Jack Young and a second by Joyce Baumert.

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

This is the regular cycle of reviewing policies. There are no recommended changes to this policy.

8. Reading of Article I, Section 2, C Chief Administrator Evaluation

Policy review. No changes to consider.

**Recommendation:** Discuss, consider and take all necessary action to approve Article I, Section 2, C Chief Administrator Evaluation as presented.

Discuss, consider and take all necessary action to approve Article I, Section 2, C Chief Administrator Evaluation as presented Passed with a motion by Doug Pauley and a second by Richard Stephens.

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

This is the regular cycle of reviewing policies. There are no recommended changes to this policy.

9. Reading of Article III, Section 5, E Equipment, Materials, and Supplies

Policy review. No changes to consider.

**Recommendation:** Discuss, consider and take all necessary action to approve Article III, Section 5, E Equipment, Materials, and Supplies as presented.

Discuss, consider and take all necessary action to approve Article III, Section 5, E Equipment, Materials, and Supplies as presented Passed with a motion by Donald Ellison and a second by Jack Young.

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

This is the regular cycle of reviewing policies. There are no recommended changes to this policy.

10. Reading of Article IV, Section 10, A Professional Employees Defined

Policy review. No changes to consider.

**Recommendation:** Discuss, consider and take all necessary action to approve Article IV, Section 10, A Professional Employees Defined as presented

Discuss, consider and take all necessary action to approve Article IV, Section 10, A Professional Employees Defined?????? as presented Passed with a motion by Richard Stephens and a second by Jennifer Miller.

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

This is the regular cycle of reviewing policies. There are no recommended changes to this policy.

11. Reading of Article IV, Section 11, E Evaluations

Policy review. No changes to consider.

**Recommendation:** Discuss, consider and take all necessary action to approve Article IV, Section 11, E Evaluations as presented.

Discuss, consider and take all necessary action to approve Article IV, Section 11, E Evaluations as presented Passed with a motion by Gary Wieseler and a second by Bob Arp.

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

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

This is the regular cycle of reviewing policies. There are no recommended changes to this policy.

12. COVID-19 Update

COVID-19 Update:

- Family First Coronavirus Relief Act (FFCRA)
- ESU 7 Statistics
- COVID-19 Pay Resolution

Administrator Polk will explain Emergency Paid Sick Leave and Emergency Family Medical Leave as it pertains to FFCRA, as is currently federal law until December 31, 2020. This information will be useful for the Board to make a decision regarding the COVID-19 Pay Resolution.

After consultation with legal council it is recommended that the following resolutions be adopted and approved or reviewed every four weeks.

**Recommendation:** Discuss, consider and take all necessary action to allow up to 80 hours intermittent medical leave (prorated for FTE) for corroborated COVID-19 related quarantine isolation. Any additional hours will be charged as sick.

-OR-

**Recommendation:** Discuss, consider and take all necessary action to approve the ESU 7 COVID-19 Pay Resolution.

Approve use of sick, vacation, or personal leave for any COVID related quarantine or isolation for staff and immediate family, or situations when daycare or school is closed, until leave is exhausted. Should the staff have no leave days, Chief Admin has authority to grant additional medical leave days. Failed with a motion by Dawn Lindsley and a second by Doug Pauley.

Marni Danhauer: Absent  
Jennifer Miller: Absent  
Joyce Baumert: Nay  
Donald Ellison: Nay  
Richard Luebbe: Nay  
Richard Stephens: Nay  
Gary Wieseler: Nay  
Jack Young: Nay

Bob Arp: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Doug Pauley: Yea

Yea: 4, Nay: 6, Absent: 2

Discuss, consider and take all necessary action to approve the ESU 7 COVID-19 Pay Resolution as presented Passed with a motion by Richard Stephens and a second by Gary Wieseler.

Marni Danhauer: Absent

Jennifer Miller: Absent

Bob Arp: Nay

Joyce Baumert: Yea

Donald Ellison: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 9, Nay: 1, Absent: 2

Administrator Polk reviewed the process when a motion is amended. When a motion is amended and there is a vote taken, the Board has to come back to the original motion and vote on the original motion as amended.

COVID Update - Administrator Polk reviewed the attached slides. Sick leave is different than medical leave. Medical leave is only relevant to COVID related leaves, outside of existing leave. Staff only takes medical leave if they are unable to work. Medical leave was created because of the approved COVID-19 Pay Resolution and Negotiated Agreement Addendum. The addendum is dated for the entire school year so it does not need to be approved monthly. The resolution needs to be approved monthly.

Contracts - Administrator Polk reviewed the attached slides.

Sick Leave - Administrator Polk reviewed the attached slides.

The COVID-19 Pay Resolution and Addendum allowed for staff to work intermittently while out for COVID related absences. ESU 7 staff is committed to working and providing services to students and only used 1/3 of the leave they could have with FFCRA. The key to the FFCRA leave is staff have to be unable to work or telework. All but four staff who took medical leave were also able to work while quarantined or isolated.

### 13. NASB Board of Directors - Special Election for Region 16

This special election is being held due to the seat being vacated outside of the regular election cycle. The nominees sent to us in this special election process, will be reviewed

by the NASB Nomination Committee. An individual name will be forwarded to the Board of Directors at their January 2021 board meeting to be approved for the remainder of the term which is up at the end of 2022. The only requirement for a region director is membership on the local board of education. There are no limitations or prohibitions to re-election or tenure as a director. Each region director serves a 4-year term.  
Informational purposes only.

14. Board Self-Assessment

Administrator Polk will provide the analysis of the 2018-2019 and 2019-2020 Board Self-Assessment. Additionally, a Board Self-Evaluation tool will be provided for personal growth as an ESU 7 Board Meeting.

Administrator Polk reviewed a summary of the Board Self-Assessment that was emailed to the members in January and October. Administrator Polk would like to spend some time in a work session, before or after a board meeting, or on a separate day to go through the results more intentionally to start working on board goals. Administrator Polk would like to hear some comments about the data in January 2021.

Printed Self-Evaluation - Administrator Polk asked the Board to spend some time reflecting on their own membership and participation and requested each board member establish a personal goal prior to the January board meeting.

15. **Administrator's Report General**

Goals - Attached for your Review

Administrator's Intent to Extend Contract

Board Insurance - Attached for your review.

Board Vacancies

ESUCC Update

Upcoming Events:

- The 2021 Legislative Issues Conference is currently scheduled to be held in a virtual form on Monday, February 1, 2021.

Vaccine Information - If the Board is interested in receiving the vaccine, fill out the survey Administrator Polk sent to your ESU email, to be placed on the list.

Goals - Administrator Polk will write her goals in January/February. Goals are written for a 1-year period.

Intent to Extend - Administrator Polk submitted her intent to extend her contract.

Board Insurance - Slide was reviewed.

Board Vacancies - No additional applicants for District 6 or District 12. Bob Arp and Dawn Lindsley will be sworn in again in the January board meeting.

ESUCC update - Nebraska received another 500,000 masks. The remaining GEERS dollars have been released to the schools that did not respond initially.

Upcoming Events - Legislative Issues Conference February 1, 2021. If a board member is interested in attending, notify Mindy Reed.

## 15.1. Services Update

### SIMPL Service Planning Update

Quarterly Report - Attached for your review.

December Spotlight - SLP

Spotlight - December - Tricia Spieker (SLP) reviewed the slides attached.

Questions from the board:

- How long are the IEP & MDT meetings? 30-45 minutes for a normal meeting. If there are higher issues that need to be addressed, it is an average of 1 hour meeting.
- How automated is the paperwork piece? We use Nebraska Student Record System. These forms are used for all the paperwork requirements for students in Special Education while in a meeting these forms can be filled out real time or someone can take notes during the meeting to complete the documentation later.
- Do students typically stay in Speech Language Pathology during their school years? Students typically test out in 6th or 7th grade unless there are higher needs.
- Are these services in the summer? Most students have a break during the summer however that is determined in their IEP.
- What is the recommended case load? There is not a recommended case load, it depends on the work load. If you are doing a lot of Augmentative Alternative Communication, your caseload will be lower.
- Do graduates of UNO typically stay in the Omaha area? Not necessarily, the degree program is a very competitive.

Other Comments:

A Student Teacher from UNK last year, ESU 7 hosted, is now working for ESU 8 because they offered a student loan repayment option. ESU 7 may need to become creative about how we recruit for SLPs. ESU 7 compensation is approximately \$25,000 less than what we pay for a contracted SLP to fill a vacancy.

SLPs have to have a wide range of education. That is part of what makes it difficult to hire them, you have to have a Master's degree to start your first day of work. We are lucky to have great professional SLPs on staff. We need to recruit quality staff for the SLPs getting ready to retire in the next few years.

Service Planning - In the January 2021 Superintendent meeting, the Service Plan will be approved and it will be brought to the February Board Meeting for approval.

## 15.2. Facilities Update

Server Bids:

- DakTech Bid = \$29,477.00
- Dell EMC Bid = \$33,480.40

**Recommendation:** Discuss, consider, and take any necessary action to approve a bid.

Discuss, consider, and take any necessary action to approve the DakTech Bid

Passed with a motion by Doug Pauley and a second by Dawn Lindsley.

Marni Danhauer: Absent

Jennifer Miller: Absent

Bob Arp: Yea

Joyce Baumert: Yea

Donald Ellison: Yea

Dan Hoesly: Yea

Dawn Lindsley: Yea

Richard Luebbe: Yea

Doug Pauley: Yea

Richard Stephens: Yea

Gary Wieseler: Yea

Jack Young: Yea

Yea: 10, Nay: 0, Absent: 2

Director Ellsworth explained that both bids are for the exact same thing, comparing apples to apples. It is a cost savings to buy a server cluster instead of buying servers individually. Since the amount is over \$10,000, Director Ellsworth is seeking board approval. Data backup against all 46 servers happen nightly.

#### 15.3. Personnel

Administrator Polk to discuss the difference between 245 day contracts and 185 day contracts. Not an action item.

Contracts - Administrator Polk reviewed the attached slides.

#### 15.4. Legislative Update

The 2021 Legislative Session begins 1.6.2021.

The 2021 Legislative Session begins 1.6.2021 with bills introduced the first 10 days.

### 16. **Committee Reports**

#### 16.1. Administrator Evaluation Committee Report

Committee Chairperson Doug Pauley will provide a summary of Administrator Polk's evaluation for 2020.

Chairperson Pauley explained that seven Board Members completed the evaluation.

Chairperson Pauley met with Administrator Polk to review the evaluation. Overall Administrator Polk had shining stars and rated very distinguished in multiple categories. Administrator Polk thanked her leadership team for the work they do.

#### 17. Conference Report

Update from members that attended the State Education Conference and/or the AESA Annual Conference.

Board Vice President Gary Weiesler, and board members Richard Stephens, Jack Young, and Joyce Baumert commented on the State Education Conference and the AESA Annual Conference sessions.

#### 18. Adjournment

Meeting adjourned at 8:06pm

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



## A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00071773	450.00	01/20/21	10080 AESA REGISTRATION	C
10	00071774	202.00	01/20/21	190428 ALMQUIST, MALTZAHN, GALLOWAY & LUTH, PC	C
10	00071775	3,920.98	01/20/21	10391 AMAZON	C
10	00071776	101.78	01/20/21	120155 AMY J SLAMA	C
10	00071777	483.00	01/20/21	130180 AMY MAZANKOWSKI	C
10	00071778	348.45	01/20/21	7633 ANA SANTOS	C
10	00071779	2,711.00	01/20/21	10681 APPLE COMPUTER, INC.	C
10	00071780	240.00	01/20/21	20250 BEARD-WARREN HEATING & AIR	C
10	00071781	64.40	01/20/21	6700 BROOKE KAVAN	C
10	00071782	66.70	01/20/21	190669 BROOKE KOLIHA	C
10	00071783	101.56	01/20/21	30039 CAPITAL ONE BANK (USA), N.A.	C
10	00071784	476.00	01/20/21	2097 CAPITAL ONE-SPED KASSING	C
10	00071785	150.00	01/20/21	30235 CENTRAL CITY PUB SCHOOL	C
10	00071786	16,936.20	01/20/21	8940 CENTRAL NE REHAB SERVICES	C
10	00071787	303.85	01/20/21	30550 CITY OF COLUMBUS WATER & SANIT	C
10	00071788	480.00	01/20/21	31023 COLUMBUS OPTIMIST CLUB	C
10	00071789	490.00	01/20/21	31035 COLUMBUS PUBLIC SCHOOLS GENERAL FUNDS	C
10	00071790	56.33	01/20/21	4812 CUBBY'S, INC.	C
10	00071791	807.00	01/20/21	40190 DAKTECH COMPUTERS	C
10	00071792	42.84	01/20/21	80491 DAN HOESLY	C
10	00071793	131.79	01/20/21	11711 DAWN LINDSLEY	C
10	00071794	25.74	01/20/21	4456 DOUG PAULEY	C
10	00071795	2,561.94	01/20/21	40725 EAKES OFFICE SOLUTIONS	C
10	00071796	522,232.19	01/20/21	50825 ED SERVICE UNIT 7-PAYROLL	C
10	00071797	48.63	01/20/21	50515 ELECTRICAL ENGINEERING & EQ.	C
10	00071798	1,869.33	01/20/21	70428 EMILY DELP	C
10	00071799	115.60	01/20/21	50595 ENGINEERED CONTROLS	C
10	00071800	194.75	01/20/21	7560 HOSTED SERVICES	C
10	00071801	50.00	01/20/21	50735 ESU 9	C
10	00071802	2,500.00	01/20/21	6149 FILEWAVE (USA), INC.	C
10	00071803	42.53	01/20/21	60056 FIRST NATIONAL BANK	C
10	00071804	150.00	01/20/21	60800 FULLERTON PUBLIC SCHOOL	C
10	00071805	248.40	01/20/21	7510 GARY WIESELER	C
10	00071806	282.90	01/20/21	11460 HAYLEY MURPHY	C
10	00071807	558.00	01/20/21	80543 HOMETOWN LEASING	C
10	00071808	150.00	01/20/21	80860 HUMPHREY PUBLIC SCHOOL	C
10	00071809	8.49	01/20/21	80880 HY-VEE	C
10	00071810	199.95	01/20/21	90088 INDOFF, INC	C
10	00071811	75.00	01/20/21	3344 ISTE	C
10	00071812	775.63	01/20/21	3387 JENNIFER FISTLER	C
10	00071813	86.42	01/20/21	4618 JENNIFER L. MILLER	C
10	00071814	1,667.04	01/20/21	6319 JOURNEYED.COM, INC.	C
10	00071815	167.90	01/20/21	260092 JUDY A ZADINA	C
10	00071816	561.78	01/20/21	110030 JULIE R KAHLER	C
10	00071817	1,909.00	01/20/21	110235 KIDDIE CAB	C
10	00071818	782.50	01/20/21	4839 KSB SCHOOL LAW	C
10	00071819	355.00	01/20/21	3352 LAKEFRONT SPRINKLERS & RETAINING WALLS	C
10	00071820	150.00	01/20/21	120129 LAKEVIEW COMMUNITY SCHOOLS	C
10	00071821	247.20	01/20/21	6718 LAURA PLAS	C
10	00071822	16.68	01/20/21	120314 LINCOLN JOURNAL STAR	C
10	00071823	370.30	01/20/21	40545 LISA DURANSKI	C
10	00071824	1,935.87	01/20/21	120550 LOUP POWER DIST	C
10	00071825	397.22	01/20/21	1996 MAILPREP ETC.	C
10	00071826	34.16	01/20/21	5410 MARK BRADY	C
10	00071827	1,600.00	01/20/21	477 MARZANO RESOURCES, LLC	C

## A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00071828	100.00	01/20/21	11720 MELISSA SCHWICHTENBERG	C
10	00071829	311.87	01/20/21	130437 MERRICK COUNTY TREASURER	C
10	00071830	900.00	01/20/21	10499 MICHELLE RUIPIPER	C
10	00071831	1,120.00	01/20/21	2615 MIDWEST DOOR AND HARDWARE	C
10	00071832	37.50	01/20/21	3484 MIDWEST GLASS SERVICE INC	C
10	00071833	100.00	01/20/21	130905 NANCE COUNTY CLERK	C
10	00071834	100.00	01/20/21	1104 NANCY SMITH	C
10	00071835	90.00	01/20/21	140351 NCSA	C
10	00071836	95.00	01/20/21	140066 NE ASSOC OF SCHOOL BOARDS	C
10	00071837	2,000.00	01/20/21	140066 SPARQ DATA SOLUTIONS, INC.	C
10	00071838	2,951.25	01/20/21	140460 NEBRASKA DEPT OF EDUCATION	C
10	00071839	126.88	01/20/21	140570 NEBRASKA TECHNOLOGY & TELECOM.	C
10	00071840	2,265.00	01/20/21	140697 NOODLE TOOLS, INC.	C
10	00071841	1,500.00	01/20/21	11681 OOEY GOOEY, INC	C
10	00071842	100.00	01/20/21	418 OTIS PIERCE	C
10	00071843	150.00	01/20/21	160033 PALMER PUBLIC SCHOOL	C
10	00071844	654.00	01/20/21	80130 PEARSON ASSESSMENT	C
10	00071845	107.79	01/20/21	160450 PIZZA RANCH	C
10	00071846	162.83	01/20/21	160672 PRESTO-X	C
10	00071847	32.83	01/20/21	170029 QUALITY SOUND	C
10	00071848	24.15	01/20/21	21001 RACHEL BURGESS	C
10	00071849	20.86	01/20/21	1260 RICHARD LUEBBE	C
10	00071850	1.96	01/20/21	11703 ROBERT ARP	C
10	00071851	13,225.00	01/20/21	60015 ROSETTA STONE LTD	C
10	00071852	366.85	01/20/21	30268 SANDY CERNY	C
10	00071853	446.78	01/20/21	981 SARAH WACHA	C
10	00071854	3,617.50	01/20/21	9660 SEIDLITZ EDUCATION	C
10	00071855	100.00	01/20/21	190376 SEWARD CO. CLERK	C
10	00071856	474.95	01/20/21	8524 SHAYNA CEPPEL	C
10	00071857	29.63	01/20/21	190818 STANTON COUNTY CLERK	C
10	00071858	4,649.80	01/20/21	190850 DAS STATE ACCOUNTING-CENTRAL FINANCE	C
10	00071859	397.90	01/20/21	191085 SUPER SAVER	C
10	00071860	345.99	01/20/21	160655 SYMMETRY ENERGY SOLUTIONS, LLC	C
10	00071861	581.60	01/20/21	140691 THE HOME DEPOT PRO	C
10	00071862	5,600.00	01/20/21	9709 TORSH INC	C
10	00071863	112.25	01/20/21	200606 U & I SANITATION	C
10	00071864	32.50	01/20/21	210100 ULTRA GRAPHICS	C
10	00071865	1,258.22	01/20/21	10320 VERIZON WIRELESS	C
10	00071866	124.95	01/20/21	230049 WALMART (SPED)	C
10	00071867	134.47	01/20/21	230051 WALMART COMMUNITY - MIG	C
10	00071868	100.00	01/20/21	240450 YORK COUNTY CLERK	C
10	00071869	827.38	01/20/21	10510 ABBY PFISTER	A
10	00071870	270.25	01/20/21	1082 ANGEL D MAYBERRY	A
10	00071871	69.20	01/20/21	250100 ANGELA ARNDT	A
10	00071872	225.40	01/20/21	990 BRANDY ROSE	A
10	00071873	100.00	01/20/21	110510 CAROLYN KOCH	A
10	00071874	389.85	01/20/21	5967 CASSANDRA RUTH	A
10	00071875	482.43	01/20/21	9512 CASSIE KRINGS	A
10	00071876	100.00	01/20/21	5096 CHRIS CHVALA	A
10	00071877	87.40	01/20/21	11690 CHRIS HILLIARD	A
10	00071878	100.00	01/20/21	230304 CINDY WIESER	A
10	00071879	137.38	01/20/21	70017 CYNTHIA ALARCON	A
10	00071880	339.83	01/20/21	180474 DARLENE RODRIGUEZ	A
10	00071881	559.48	01/20/21	10529 DAVID VANDERHEIDEN	A
10	00071882	295.39	01/20/21	50570 DONALD ELLISON	A

A/P Summary Check Register

FPREG01A

Bank	Check No	Amount	Date	Vendor	Type
10	00071883	311.08	01/20/21	60033 ELISSA HEIBEL	A
10	00071884	100.00	01/20/21	9822 ELIZABETH LAWRENCE	A
10	00071885	414.00	01/20/21	7099 HALEY KUNZE	A
10	00071886	762.98	01/20/21	20135 ISAURA BARRETO	A
10	00071887	24.84	01/20/21	4294 JACK YOUNG	A
10	00071888	299.58	01/20/21	8559 JACLYN TERNUS	A
10	00071889	393.30	01/20/21	9580 JASON TROTTER	A
10	00071890	350.75	01/20/21	10952 JENNIFER RIVERA	A
10	00071891	24.15	01/20/21	9741 JENNIFER ZYSSET	A
10	00071892	586.45	01/20/21	8540 JOLYNN KAHLANDT	A
10	00071893	263.18	01/20/21	4600 JOYCE A. BAUMERT	A
10	00071894	60.95	01/20/21	6459 KAISE RECEK	A
10	00071895	138.00	01/20/21	8516 KATHERINE BOSAK	A
10	00071896	78.78	01/20/21	100521 KRIS JOHNSON	A
10	00071897	280.55	01/20/21	160636 LARIANNE POLK	A
10	00071898	100.00	01/20/21	190384 LARRY SHEFCYK	A
10	00071899	56.35	01/20/21	10430 LEANNE BLANCHARD	A
10	00071900	100.00	01/20/21	190385 LINDA SHEFCYK	A
10	00071901	400.20	01/20/21	190434 LORI SIMANEK	A
10	00071902	54.05	01/20/21	2267 MARCIA OSTMEYER	A
10	00071903	259.33	01/20/21	7501 MARNI DANHAUER	A
10	00071904	444.48	01/20/21	11479 MEGAN WELCH	A
10	00071905	6.82	01/20/21	11304 MINDY REED	A
10	00071906	371.45	01/20/21	8788 NATHALIE VARGAS	A
10	00071907	100.00	01/20/21	6483 NICHOLE BRIGHAM	A
10	00071908	92.00	01/20/21	160280 PAULA PETERSON	A
10	00071909	663.50	01/20/21	5983 RACHEL GARNER	A
10	00071910	763.60	01/20/21	190888 RICHARD STEPHENS	A
10	00071911	131.10	01/20/21	10375 RONELLE JACKSON	A
10	00071912	358.23	01/20/21	10960 ROSA WALDROP	A
10	00071913	686.50	01/20/21	130708 SHARON M BROWN	A
10	00071914	627.28	01/20/21	10740 SHELLI EICKMEIER	A
10	00071915	100.00	01/20/21	11436 TAMRA CLAY	A
10	00071916	5.29	01/20/21	3239 TRAVIS KASSING	A
10	00071917	263.30	01/20/21	10774 TRICIA SPIEKER	A
10	00071918	522.10	01/20/21	230361 WENDY WOLFE	A
10	00071919	553.73	01/20/21	10545 YARIBEY RODRIGUEZ	A
10	00071920	2.00	01/20/21	50570 DONALD ELLISON	A

Total Bank No 10 630,218.23

Total Manual Checks	.00
Total Computer Checks	615,484.34
Total ACH Checks	14,733.89
Total Other Checks	.00
Total Electronic Checks	.00
Total Computer Voids	.00
Total Manual Voids	.00
Total ACH Voids	.00
Total Other Voids	.00
Total Electronic Voids	.00

Grand Total 630,218.23  
 Number of Checks 148

A/P Summary Check Register

FPREG01A

---

<u>Bank</u>	<u>Check No</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor</u>	<u>Type</u>
					<b>Batch Yr    Batch No    Amount</b>
					21        000104        33,957.58
					21        000105        28,610.83
					21        000107        45,415.63
					21        000111        522,232.19
					21        000116            2.00

Dec. '20 Treasurer Report

<b>Beginning Balance December 1, 2020</b>			<b>\$97,725.73</b>		
<b>RECEIPTS</b>					
Property taxes		\$12,489.17			
SPED		\$424,680.80			
General/Flow Through		\$56,972.71			
Grants		\$20,117.53			
<b>TOTAL RECEIPTS</b>		\$514,260.21	\$514,260.21		
			\$611,985.94		
Transfer to Money Market			\$150,000.00	+	
Total Funds Available			\$761,985.94		
<b>DISBURSEMENTS:</b>					
General Fund		\$191,908.47			
SPED		\$327,109.37			
Grants		\$92,712.43			
<b>Total DISBURSEMENTS Check #71654 thru #71772</b>	\$611,730.27	\$611,730.27	-		
<b>Ending balance, DECEMBER 31, 2020</b>			<b>\$150,255.67</b>		

Checking balance				\$150,255.67	
Money Market Deposit Account at First National Bank				\$2,880,000.00	
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	
<b>TOTAL CASH ON HAND (includes cash reserve amount below)</b>					<b>\$3,630,255.67</b>
<b>CASH RESERVE</b>	<b>\$1,304,205.11</b>				
<b>Funds that are due to ESU 7</b>					
Grants				(\$1,211,111.28)	
Production/Art Media Accounts Receivable		(\$10,580.95)			
Network Support Accounts Receivable		(\$1,854.85)			
Misc. Flow thru Accounts Receivable		(\$13,295.18)			
Outstanding Receivables				(\$25,730.98)	
<b>Total due to ESU 7</b>				(\$1,236,842.26)	

	2019-2020	2020-2021	2019-2020	2020-2021		
	Dollars Spent Per Month	Dollars Spent Per Month	Percentage spent each month	Percentage spent each month		
September	\$233,847.34	\$219,458.69	9.03%	8.41%	Total Budget	\$13,640,055.21
October	\$75,569.32	\$193,540.30	2.92%	7.42%	30% of budget	\$4,092,016.56
November	\$202,501.62	\$170,793.79	7.82%	6.55%	Total budget spent to date	\$2,797,328.11
December	\$164,982.58	\$170,207.74	6.37%	6.53%		
January	\$177,711.62	\$0.00	6.86%	0.00%	NOTES	
February	\$170,936.81	\$0.00	6.60%	0.00%		
March	\$162,892.28	\$0.00	6.29%	0.00%		
April	\$168,956.78	\$0.00	6.52%	0.00%		
May	\$159,258.47	\$0.00	6.15%	0.00%		
June	\$180,820.12	\$0.00	6.98%	0.00%		
July	\$185,558.73	\$0.00	7.17%	0.00%		
August	\$220,767.89	\$0.00	8.52%	0.00%		
<b>Approved Total General Budget for Levy \$</b>			\$2,589,759.94	\$2,608,410.23		
<b>Total Spent to date</b>			\$2,103,803.56	\$754,000.52		
Dollars approved from cash reserve				\$0.00		

**Article I, Section 3, E Oath of Office**

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

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

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

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

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

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

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

**Code of Ethics for ESU 7 Board Members**

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

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

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

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

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

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

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

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

matter before the Board, I will follow the law and Board policy to avoid the conflict from affecting the decision of the entire Board.

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

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

Agreed to by the members of the Board of Educational Service Unit 7 on this \_\_\_ day of \_\_\_\_\_, 20\_\_.

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



**ITEM 4 PERSONS WHO MAY RECEIVE FINANCIAL BENEFIT OR DETRIMENT**

You

Member of your Immediate Family: \_\_\_\_\_  
NAME

Business With Which You

Are Associated (See Definitions) \_\_\_\_\_  
NAME OF BUSINESS

**ITEM 5 NATURE OF FINANCIAL BENEFIT OR DETRIMENT**

**ITEM 6 FOR MEMBERS OF THE LEGISLATURE ONLY**

If you will not abstain from acting on a matter state why, despite the potential conflict, you intend to vote or otherwise participate.

**ITEM 7 CONTINUATION**

\_\_\_\_\_  
(SIGNATURE)

\_\_\_\_\_  
(DATE)

## General Information - Filing Requirements

**I. What is a Potential Conflict of Interest?** - A public official has a potential conflict of interest if he or she is faced with taking an official action or making an official decision which may result in a financial benefit or a financial detriment to the public official or employee; a member of his or her immediate family; or a business with which he or she is associated. The financial effect of the action or decision must be distinguishable from the financial effect on the general public or a broad segment of it.

### II. Who Must File:

- A. All officials and employees of the executive branch of state government, including member of State Boards or Commissions, and all other officials and employees of the State who are required to file Statements of Financial Interests.
- B. Members of the Board of Regents of the University of Nebraska.
- C. Members of the Legislature (see special instructions in Section III-B below).
- D. Members of boards of directors or officers of a district organized under the provisions of Chapter 70, which includes public power districts, rural power districts, etc.
- E. A member of any board or commission of any county which examines or licenses a business, trade or profession, or which determines rates for or otherwise regulates a business.
- F. A member of a land-use planning commission, zoning commission, or authority of the State or of any county with a population of more than 100,000 inhabitants.
- G. A county official holding elective office.
- H. An official holding an elective office of a city of the primary class (Lincoln) or metropolitan (Omaha) class.

### III. When and Where to File:

- A. This form should be filed with the Commission and a

copy with your immediate superior as soon as you are aware of a potential conflict of interest and **prior to the time the action is to be taken or decision made**. The immediate superior shall assign the matter which gives rise to the potential conflict to another employee. In the event that you do not have an immediate superior, the Commission will, after receiving the filing, advise you on how to avoid the potential conflict of interest. Unless otherwise prohibited by law, this restriction shall not prevent you from making or participating in the making of a governmental decision to the extent that your participation is legally required for the action or decision to be made, but in such event you shall report the occurrence to the Commission.

- B. Members of the State Legislature should file this Potential Conflict of Interest Statement with the Commission and with the **Speaker of the Legislature**. If the member intends to vote, deliberate or take any other action on the matter giving rise to the potential conflict, the Legislator shall state why, despite the potential conflict, he or she intends to vote or otherwise participate. If the member intends to abstain because of the potential conflict of interest, he or she may have the reasons for abstention recorded in the journal or minutes of the legislature. In any event, this Potential Conflict of Interest Statement must be filed.
- C. This statement should be filed with the Nebraska Accountability and Disclosure Commission, 11<sup>th</sup> Floor, State Capitol, P.O. Box 95086, Lincoln, NE 68509, and a copy with your immediate superior.

**Disclosure of Contractual Interests by Local Officers.** If you are a local elected official disclosing an interest in a contract or an open account in which a local governing body on which you serve is a party, use NADC Form C-3, Contractual Interest Statement.

**Disclosure of the Employment of Immediate Family Members.** If you are disclosing the employment of an immediate family member, use NADC Form C-4, Employment of Immediate Family Members Disclosure Statement.

## Definitions

Immediate family shall mean a child residing in your household, your spouse or an individual claimed by you or your spouse as a dependent for federal income tax purposes.

Business shall mean any corporation, partnership, limited liability company, sole proprietorship, firm, enterprise, franchise, association, organization, self-employed individual, holding company, joint-stock company, receivership, trust, activity, or entity. NOTE: The definition includes for profit and non-profit entities.

Business with which you are associated shall mean a business: (1) of which you are the sole proprietor; (2) or in which you are a partner, director, or officer; (3) or in which you or a member of your immediate family is a stockholder of closed corporation stock worth \$1,000 or more at fair market









value or which represents more than a 5 percent equity interest, or is a stockholder of publicly traded stock worth \$10,000 or more at fair market value or which represents more than a 10 percent equity interest.

Elective office shall mean a public office filled by an election, except for federal offices. A person who is appointed to fill a vacancy in a public office which is ordinarily elective holds an elective office.

Person means a business, individual, proprietorship, firm partnership, joint venture, syndicate, business trust, labor organization, company, corporation, association, committee, or any other organization or group of persons acting jointly.

Statutory Authority: Sections 49-1499, 49-1499.02 and 49-1499.03 Revised Statutes of Nebraska.

**ESU 7 Unit Calendar**  
**August 2021 - July 2022**  
**245 Workdays**  
**SPED Cert Workdays: 188**

	<b>LA/7 Student Start</b>		<b>LA/7 Student End</b>
	<b>All Staff Meetings</b>		<b>Unit Closed</b>
	<b>Board Meeting</b>		<b>Agency Team Meetings</b>
	<b>LA/7 Inservice</b>		<b>LA/7 Closed</b>

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

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

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

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

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

January 2022 20						
S	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2022 20						
S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2022 23 /21						
S	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2022 19						
S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2022 21 /15						
S	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				









June 2022 22						
S	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2022 19						
S	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Clean Up Day: May 27, 2022    1st SPED Contract Day: August 13, 2021    Last SPED Contract Day: May 20, 2022

Board Recognition Dinner: April 19, 2022  
 1.14.2021/MR

**ESU 7 Unit Calendar**  
**August 2022 - July 2023**  
**245 Workdays**  
**SPED Cert Workdays: 189**

	LA/7 Student Start		LA/7 Student End
	All Staff Meetings		Unit Closed
	Board Meeting		Agency Team Meetings
	LA/7 Inservice		LA/7 Closed

August 2022							23	1
S	M	T	W	Th	F	Sa		
	1	2	3	4	5	6		
7	8	9	10	11	12	13		
14	15	16	17	18	19	20		
21	22	23	24	25	26	27		
28	29	30	31					

September 2022							21	2
S	M	T	W	Th	F	Sa		
				1	2	3		
4	5	6	7	8	9	10		
11	12	13	14	15	16	17		
18	19	20	21	22	23	24		
25	26	27	28	29	30			

October 2022							21	3
S	M	T	W	Th	F	Sa		
						1		
2	3	4	5	6	7	8		
9	10	11	12	13	14	15		
16	17	18	19	20	21	22		
23	24	25	26	27	28	29		
30	31							

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

December 2022							15	5
S	M	T	W	Th	F	Sa		
				1	2	3		
4	5	6	7	8	9	10		
11	12	13	14	15	16	17		
18	19	20	21	22	23	24		
25	26	27	28	29	30	31		

January 2023							21	6
S	M	T	W	Th	F	Sa		
1	2	3	4	5	6	7		
8	9	10	11	12	13	14		
15	16	17	18	19	20	21		
22	23	24	25	26	27	28		
29	30	31						

February 2023							20	7
S	M	T	W	Th	F	Sa		
			1	2	3	4		
5	6	7	8	9	10	11		
12	13	14	15	16	17	18		
19	20	21	22	23	24	25		
26	27	28						

March 2023							23	8
S	M	T	W	Th	F	Sa		
			1	2	3	4		
5	6	7	8	9	10	11		
12	13	14	15	16	17	18		
19	20	21	22	23	24	25		
26	27	28	29	30	31			

April 2023							18	9
S	M	T	W	Th	F	Sa		
						1		
2	3	4	5	6	7	8		
9	10	11	12	13	14	15		
16	17	18	19	20	21	22		
23	24	25	26	27	28	29		
30								

May 2023							22	10
S	M	T	W	Th	F	Sa		
	1	2	3	4	5	6		
7	8	9	10	11	12	13		
14	15	16	17	18	19	20		
21	22	23	24	25	26	27		
28	29	30	31					

June 2023							22	11
S	M	T	W	Th	F	Sa		
				1	2	3		
4	5	6	7	8	9	10		
11	12	13	14	15	16	17		
18	19	20	21	22	23	24		
25	26	27	28	29	30			

July 2023							19	12
S	M	T	W	Th	F	Sa		
						1		
2	3	4	5	6	7	8		
9	10	11	12	13	14	15		
16	17	18	19	20	21	22		
23	24	25	26	27	28	29		
30	31							

Clean Up Day: May 26, 2023      1st SPED Contract Day: August 12, 2022      Last SPED Contract Day: May 22, 2023

Board Recognition Dinner: April 17, 2023  
 1.08.2021/MR

**Article I, Section 1, F Unit Calendar**

It shall be the responsibility of the Administrator to develop the ESU calendar for recommendation, approval, and adoption by the Board annually. The Educational Service Unit 7 Board of Directors by the May meeting, will adopt a Unit calendar for the following year.

The Board may amend the official ESU calendar when the Board considers the change to be in the best interest of the ESU's service plan.

Legal Reference:	§
Date of Revision:	May 18, 2020

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

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

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

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

**Code of Ethics for ESU 7 Board Members**

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

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

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

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

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

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

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

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

matter before the Board, I will follow the law and Board policy to avoid the conflict from affecting the decision of the entire Board.

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

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

Agreed to by the members of the Board of Educational Service Unit 7 on this \_\_\_ day of \_\_\_\_\_, 20\_\_.

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

## Section 4 - Board Officers

### Article I, Section 4, A Officer Positions

Annually, the Board shall elect one of its members as president, one as vice president, and one as secretary in the January meeting. The Board shall employ a secretary and a treasurer who shall be paid a salary to be fixed by the board.

Legal Reference:	§ 79-1218
Date of Adoption:	December 18, 2017

**Article I, Section 4, B President**

The duties and responsibilities of the President include the following:

1. Call meetings of the Board.
2. Preside at all meetings of the Board.
3. Appoint board members to committees.
4. Serve as an ex-officio member of all committees, unless such would create a violation of the open meetings law.
5. Send correspondence connected to the position of President.
6. Vote on any issue that may come before the Board.
7. Sign warrants upon the treasury for claims allowed by the Board.
8. Perform such other duties as required by law or by action of the Board.

Legal Reference:	§ 79-1218; § 79-1221
Date of Adoption:	December 18, 2017

**Article I, Section 4, C Vice President**

The Vice President is to assume all duties and responsibilities of the President when the President is absent.

Legal Reference:	§ 79-1218; § 79-1221
Date of Adoption:	December 18, 2017

**Article I, Section 4, D Secretary**

The duties and responsibilities of the Secretary include the following:

1. Assure that accurate records of all Board meetings are prepared and maintained.
2. Assure that all Board members are notified of all meetings of the Board.
3. Assure that required reports to county, state, and federal officials are prepared and submitted on a timely basis.
4. Be responsible for correspondence for and in the name of ESU 7 as authorized by the Board.
5. Sign all orders on the treasury for the payment of authorized claims.
6. Act as custodian of all documents, title papers, and records of the Board.
7. Assure that all legal notices are published.

Legal Reference:	§ 79-1218; § 79-1221
Date of Adoption:	December 18, 2017

## Section 5 - Board Committees

### Article I, Section 5, A Committees

Committees may be created by the President of the Board or by a majority vote of the Board.

Unless otherwise specifically provided, at the time of appointment, all Committees are hereby intended to be and shall operate as a “subcommittee” within the definition of Neb. Rev. Stat. § 84-1409(1)(b). As such, no meeting of any Committee may include a quorum of the Board. In addition, no Committee may hold hearings, make policy, or take formal action on behalf of the Board.

Legal Reference:	§ 84-1409
Date of Adoption:	February 19, 2018

**Article III, Section 4, C Depositories of Funds**

The Board will annually approve depository banks or other institutions or investments in which the Treasurer and officials of the ESU are authorized to deposit or invest funds of the ESU. The Treasurer and the Administrator or designee may use non-designated banks or institutions for deposit or investment when it is determined that such is required by financial exigencies or the sound protection of ESU funds; provided a report of such is made at the next following regular meeting of the Board.

The Treasurer and the Administrator or designee shall be responsible for ensuring that deposits in excess of the limits of the Federal Deposit Insurance Guaranty are secured by securities, bonds, or other means as required by law.

Legal Reference:	§§ 77-2386 to 77-23,106 (Public Funds Deposit Security Act)
Date of Adoption:	September 13, 2018

RESOLUTION

WHEREAS, Educational Service Unit Number 7 (“ESU 7”) anticipates that it may need to temporarily close its operations at some point for health and safety reasons; and,

WHEREAS, if ESU 7 closes on a temporary basis, then ESU 7 employees who work on an hourly, exempt and/or non-exempt basis may not be able to work at ESU 7; and/or

WHEREAS, after advisement from local health departments, ESU 7’s hourly, exempt and/or non-exempt employees are asked to self-quarantine or isolate; and

WHEREAS, it is in the best interests of ESU 7 to pay ESU 7’s hourly, exempt and/or non-exempt employees while ESU 7 is temporarily closed for a variety of reasons, namely: to ensure that said ESU 7 employees do not leave employment during the temporary closure, to avoid the spread of any illness to other employees, for staff morale, to comply with its own and school district obligations under the federal CARES Act, and for other legitimate reasons.

NOW, THEREFORE, BE IT RESOLVED that, in the event of the temporary closure of ESU 7 or any of its member schools to which it provides services, and/or during a health department recommended self-quarantine or isolation when another negotiated agreement provision or contract leave isn’t applicable, the ESU 7 Administrator is hereby authorized to provide paid leave due to COVID-19 closure to ESU 7 hourly, exempt, and/or non-exempt employees in an amount that the ESU 7 Administrator deems fair and reasonable, but not to exceed such employee’s customary and regular pay, for up to eight (8) weeks during the self-quarantine/temporary closure.

If the ESU 7 operations continue to be closed after four (4) weeks, then the Board shall reconvene and determine what authority, if any, the ESU 7 Administrator has to continue paying ESU 7 hourly, exempt and/or non-exempt employees during the temporary self-quarantine/isolation/closure.

The foregoing Resolution having been read in its entirety, Member \_\_\_\_\_ moved for their passage and adoption. Member \_\_\_\_\_ seconded same.

After discussion and on roll call vote the following members voted in favor of passage and adoption of the above Resolution:

\_\_\_\_\_.

The following members voted against the same:

\_\_\_\_\_.

The following members were absent or not voting:\_\_\_\_\_.

The above Resolution having been consented to by a majority of the quorum of the Board, it was declared as passed and adopted by the President at a duly held and lawfully convened meeting in full compliance with the Nebraska Open Meetings law.

DATED this 18th day of January, 2021.

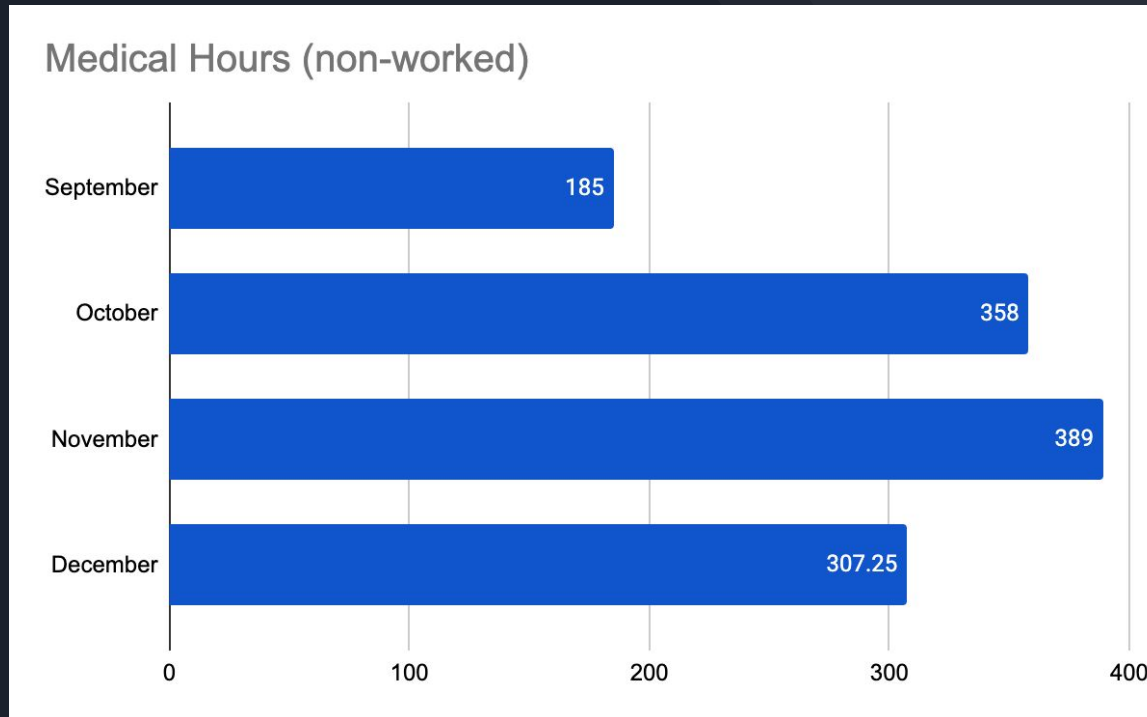
EDUCATIONAL SERVICE UNIT 7

ATTEST:

BY: \_\_\_\_\_  
President

\_\_\_\_\_  
Secretary

# Admin Report - COVID Update



- December Instances
  - Isolate - 12
  - Quarantine - 5
  - Monitor - 15

# Admin Report - COVID Update

- Vaccination Sign Up:
  - Central District Health Department  
[https://nalhd.sjc1.qualtrics.com/jfe/form/SV\\_72PvNZ6gSIVD3jn](https://nalhd.sjc1.qualtrics.com/jfe/form/SV_72PvNZ6gSIVD3jn)
  - East Central District Health Department  
<https://ecdhd.ne.gov/covid-2019-novel-coronavirus/covid-19-vaccines.html>
  - Four Corners Health Department  
[https://nalhd.sjc1.qualtrics.com/jfe/form/SV\\_a9GASkIhUkE5z8x](https://nalhd.sjc1.qualtrics.com/jfe/form/SV_a9GASkIhUkE5z8x)



# ESU 7 Goals

## Board of Directors

- Goal 1: Use of Data for Quality and Efficiency: The Board will use data to ensure quality and efficiency of current and future services to its stakeholders (students, educators, parents, and community).
- Goal 2: Behavioral Health Programming: The Board will explore the potential expansion of educational behavioral health programming.
- Goal 3: Financial Projections: The Board will examine short and long term financial projections to ensure long term financial stability.
- Goal 4: Updates to Policy Manual: The Board will work to update and streamline the policy manual.

## Administrator

- Goal 1: Develop and deploy a Board Self-Assessment tool to use in establishment of Board goals.
- Goal 2: Establish partnerships with local media to assist in communicating ESU 7 services and supports to school districts in the ESU 7 area.
- Goal 3: Engage in strategic communication efforts to and among staff and stakeholders regarding programs and services.

## Directors

- Goal 1: By August 2022, system processes will be developed, trained, and operational for every agency team department.
- Goal 2: By August 2021, complete leadership and evaluation training.

## Agency Team

- Goal 1: During the 20-21 school year, the Agency Team will revise and implement the Return to Services/School Plan to address concerns presented by our staff and schools.
- Goal 2: Implementing processes

## Departments

- Administration: Communication - By May 2021 the Admin Team will have a communication system in place and will use it effectively. Common Invoicing System - By May 2021 will have similar or combined invoicing systems agency wide.
- Cen7ter: The jobsite component of the Cen7ter program will be reorganized to be accessible and beneficial for all Cen7ter staff by May 2021.
- Early Childhood: Our department selected staffing and retaining staff as our goal, so we can maintain a fully staffed EC team. By May 2021 we will have 3 things our Team can do to encourage new team



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

members to stay and 3 things we can share with the Agency team to encourage retention for employees.

- Grants: By May 2021, the Grants Team will devise a plan to describe and disseminate individual services which are provided by the grant dept.
- Learning Academy: During the 36 weeks of instruction, Learning Academy staff will improve our ability to identify and meet student academic, behavioral, and mental health needs.
- Mental Health: To strengthen the foundation and awareness of the Mental Health Department by clarifying therapeutic roles, exceptions and ways to support districts needs through the MTSS framework
- Migrant: Increase the percentage of eligible migrant students receiving instructional services during the regular school year.
- Production: Create a process to eliminate the need for multiple teacher interactions for clarifying ordering and picking up materials.
- Professional Development: By May of 2021, develop and implement a procedure for hosting hybrid professional development sessions.
- Psychology: During the 2020-21 academic year, we will work as a department with our school districts to complete valid, reliable, and ethical evaluations.
- Speech: By the end of the 2020-2021 school year, the SLPs will create individual plans for service delivery by meeting 4/4 objectives at a proficient or distinguished level.
- Technology: During the 20 - 21 school year, the technology department will work toward equalizing technology knowledge and abilities among team members.
- Vision: By May 2021, the vision team will create a google document with each team member providing 1 resource monthly of ideas to provide students with visual impairments services when in-person instruction is not an option.

# ESU 7 Board Meeting

January 18, 2021

---

---

---

---

---

---

---

---

## Admin Report - January Spotlight

- Judy Zadina - Vision Board Presentation

---

---

---

---

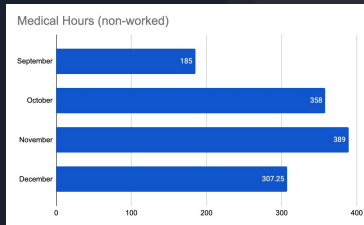
---

---

---

---

## Admin Report - COVID Update



- December Instances
  - Isolate - 12
  - Quarantine - 5
  - Monitor - 15

---

---

---

---

---

---

---

---

# Admin Report - COVID Update

- Vaccination Sign Up:
  - Central District Health Department [https://nalhd.sic1.qualtrics.com/jfe/form/SV\\_72PvNZ6gSIVD3in](https://nalhd.sic1.qualtrics.com/jfe/form/SV_72PvNZ6gSIVD3in)
  - East Central District Health Department <https://ecdhd.ne.gov/covid-2019-novel-coronavirus/covid-19-vaccines.html>
  - Four Corners Health Department [https://nalhd.sic1.qualtrics.com/jfe/form/SV\\_a9GASkIhUKE5z8x](https://nalhd.sic1.qualtrics.com/jfe/form/SV_a9GASkIhUKE5z8x)



---

---

---

---

---

---

---

---

---

---

# COVID Pay Resolution

RESOLUTION

WHEREAS, Educational Service Unit Number 7 (ESU 7) anticipates that it may need to temporarily close its operations in order to protect the health and safety interests of its;

WHEREAS, ESU 7 closes on a temporary basis, then ESU 7 employees who work on an hourly, seasonal and/or contract basis may not be able to work at ESU 7 facilities;

WHEREAS, after consultation with local health departments, ESU 7's hourly, exempt and/or non-exempt employees are asked to self-quarantine or isolate; and

WHEREAS, in the time absence of ESU 7's hourly, exempt and/or non-exempt employees while ESU 7 is temporarily closed for a variety of reasons, namely, to ensure that said ESU 7 employees do not have prolonged during the temporary closure, to avoid the potential of any claims by other employees, for staff unable to comply with its own and school district obligations under the federal CARES Act and for other legislative reasons;

NOW, THEREFORE, BE IT RESOLVED that, in the event of the temporary closure of ESU 7 or any of its member schools to school purposes services, and/or during a health department recommended self-quarantine or isolation when another negotiated agreement procedure in contract does not apply, the ESU 7 Administration is hereby authorized to provide and have paid to COVID-19 closure to ESU 7 hourly, exempt and/or non-exempt employees, as outlined in the ESU 7 Administration agenda for such resolution, but not to exceed such employee's customary and regular pay, for up to eight (8) weeks during the self-quarantine/isolation period.

If the ESU 7 operations continue to be closed after four (4) weeks, then the Board shall re-evaluate and determine what authority to pay the ESU 7 Administration has to continue paying ESU 7 hourly, exempt and/or non-exempt employees during the temporary self-quarantine/isolation period.

The following members having been read in its entirety, Member \_\_\_\_\_ moved for their passage and adoption. Member \_\_\_\_\_ seconded same.

After discussion and on roll call vote the following members voted in favor of passage and adoption of the above Resolution:

The following members voted against the same:

The following members were absent or not voting:

The above Resolution has been considered by a majority of the members of the Board, it was declared as passed and assigned to the President at a duly held and lawfully convened meeting in full compliance with the Nevada Open Meeting Law.

DATED this 18th day of January 2021.



---

---

---

---

---

---

---

---

---

---

# Admin Report General

- Goals
- Evaluation Committee Goals
- ESUCC Update
- Board Goals
- Upcoming Events
- SIMPL Service Planning Update
- Personnel
- Legislative Update



---

---

---

---

---

---

---

---


---

---



## Admin Report - Board Goals

- Board Self-Assessment (Body)
  - Establish Goals - work session?
- Board Member Self-Evaluation



**Board Member Self-Evaluation**  
This form is submitted to a chair or vice-chair member or a chair or a vice-chair member, December 31st, 2021. It is a confidential document and should be kept in a secure location.

**Board member self-evaluation**

1. How do you assess your contribution and performance? (Please describe with:
  - A rating of 1-5 (1=Not at all, 5=Excellent)
  - A brief description of your contribution

1-5 (1=Not at all, 5=Excellent)

2. Do you agree with the Board's goals for the coming year? (Please describe with:
  - A rating of 1-5 (1=Not at all, 5=Excellent)
  - A brief description of your contribution

1-5 (1=Not at all, 5=Excellent)

3. How do you assess your contribution and performance? (Please describe with:
  - A rating of 1-5 (1=Not at all, 5=Excellent)
  - A brief description of your contribution

1-5 (1=Not at all, 5=Excellent)

4. How do you assess your contribution and performance? (Please describe with:
  - A rating of 1-5 (1=Not at all, 5=Excellent)
  - A brief description of your contribution

1-5 (1=Not at all, 5=Excellent)

5. How do you assess your contribution and performance? (Please describe with:
  - A rating of 1-5 (1=Not at all, 5=Excellent)
  - A brief description of your contribution

1-5 (1=Not at all, 5=Excellent)

6. How do you assess your contribution and performance? (Please describe with:
  - A rating of 1-5 (1=Not at all, 5=Excellent)
  - A brief description of your contribution

1-5 (1=Not at all, 5=Excellent)

7. How do you assess your contribution and performance? (Please describe with:
  - A rating of 1-5 (1=Not at all, 5=Excellent)
  - A brief description of your contribution

1-5 (1=Not at all, 5=Excellent)

8. How do you assess your contribution and performance? (Please describe with:
  - A rating of 1-5 (1=Not at all, 5=Excellent)
  - A brief description of your contribution

1-5 (1=Not at all, 5=Excellent)

9. How do you assess your contribution and performance? (Please describe with:
  - A rating of 1-5 (1=Not at all, 5=Excellent)
  - A brief description of your contribution

1-5 (1=Not at all, 5=Excellent)

10. How do you assess your contribution and performance? (Please describe with:
  - A rating of 1-5 (1=Not at all, 5=Excellent)
  - A brief description of your contribution

1-5 (1=Not at all, 5=Excellent)

---

---

---

---

---

---

---

---

---

---

## Admin Report - Upcoming Events

- Upcoming Events
  - The 2021 Legislative Issues Conference will be held in a virtual format on Monday, February 1, 2021.



---

---

---

---

---

---

---

---

---

---

## Admin Report - SIMPL Planning

- [ESU 7 Service Planning Report](#)



---

---

---

---

---

---

---

---

---

---

## Admin Report - Personnel

- Classified Employment Agreement for Madison Sander - Level III Substitute

---

---

---

---

---

---

---

---



## Admin Report - Legislative Update

- [Legislative Update](#)

---

---

---

---

---

---

---

---



# VISION SERVICES

ESU7



# **ESU 7 VISION SERVICES**

- **VISION SERVICES INCLUDE: TEACHER FOR THE VISUALLY IMPAIRED, ORIENTATION AND MOBILITY, AND BRAILLE SERVICES**
  - **JUDY ZADINA, TEACHER FOR THE VISUALLY IMPAIRED**
  - **LISA DURANSKI, TEACHER FOR THE VISUALLY IMPAIRED & EARLY CHILDHOOD**
  - **ELISSA HEIBEL, TEACHER FOR THE VISUALLY IMPAIRED AND CERTIFIED ORIENTATION AND MOBILITY SPECIALIST**
  - **KAISE RECEK, TEACHER FOR THE VISUALLY IMPAIRED INTERN AND CERTIFIED ORIENTATION AND MOBILITY SPECIALIST**
  - **KRIS JOHNSON, BRAILLIST AND VISION ASSISTANT**

# SCHOOLS SERVED

- AURORA
- CENTRAL CITY
- COLUMBUS PUBLIC SCHOOLS
  - HIGH SCHOOL
  - MIDDLE SCHOOL
  - NORTH PARK
  - EMERSON
  - LOST CREEK
  - ST BONAVENTURE
- DAVID CITY
- EAST BUTLER
- FULLERTON
- LAKEVIEW
- OSCEOLA
- RIVERSIDE
- SCHUYLER
- ST EDWARD

# NUMBER OF STUDENTS

- WE SERVE STUDENTS AGES BIRTH TO 21
- VISION IS CONSIDERED A LOW INCIDENCE/HIGH NEED DISABILITY
- EARLY CHILDHOOD
  - 5 STUDENTS
- SCHOOL AGE
  - 28 STUDENTS
  - 7 OF THESE STUDENTS ALSO RECEIVE OM SERVICES

# **SERVICE DELIVERY MODELS**

- DAILY
- BI-WEEKLY
- WEEKLY
- MONTHLY
- BI-MONTHLY
- INDIVIDUAL
- IN CLASS
- CONSULTATION
- COMMUNITY BASED-INCLUDING EVENINGS
- IN PERSON AND REMOTE INSTRUCTION

# **TEACHER FOR THE VISUALLY IMPAIRED (TVI)**

- **PROVIDE VISION RELATED SUPPORT AND INSTRUCTION TO STUDENTS, TEACHERS, FAMILIES AND COMMUNITY RESOURCES.**
- **PROVIDE EVALUATIONS IN THE AREAS OF:**
  - FUNCTIONAL VISION: (DETERMINE HOW MUCH USABLE VISION A STUDENT HAS)**
  - LEARNING MEDIA ASSESSMENT (BEST MATERIALS FOR STUDENT)**
  - EXPANDED CORE CURRICULUM (AREAS OF NEED OUTSIDE OF ACADEMIC CONCERNS).**

# EXPANDED CORE CURRICULUM (ECC)

- ECC INCLUDES NINE AREAS AND/OR SKILLS THE STUDENT NEEDS TO LEARN IN ORDER FOR THEM TO LIVE INDEPENDENT LIVES.
- THESE SKILLS ARE NOT OFFERED TO THEM IN THE STANDARD CURRICULUM.
- THE NINE AREAS/SKILLS INCLUDE:
  - SOCIAL AND SOCIAL INTERACTION SKILLS
  - INDEPENDENT LIVING SKILLS
  - CAREER EDUCATION
  - RECREATION AND LEISURE ACTIVITY SKILLS
  - ASSISTIVE TECHNOLOGY
  - COMPENSATORY SKILLS
  - ORIENTATION AND MOBILITY SKILLS
  - SELF-DETERMINATION SKILLS
  - SENSORY EFFICIENCY SKILLS
- THE TVI WILL DETERMINE AREAS OF ECC THAT NEED TO BE ADDRESSED

# **WHO QUALIFIES FOR SERVICES**

- **A DOCUMENTED VISUAL IMPAIRMENT FROM AN EYE DOCTOR**
- **ASSESSMENTS: FVA/LMA AND ECC**
- **PARTICULAR STATEMENTS IN THE IEP REGARDING INSTRUCTION OF BRAILLE AND EXPANDED CORE CURRICULUM**

# **ORIENTATION AND MOBILITY**

- **FOCUSES ON INSTRUCTING STUDENTS WHO ARE BLIND OR VISUALLY IMPAIRED WITH INSTRUCTION ON SAFE TRAVEL THROUGH THEIR ENVIRONMENT.**
- **INCLUDES SENSORY SKILLS, CONCEPT DEVELOPMENT, MOTOR DEVELOPMENT AND ENVIRONMENTAL AND COMMUNITY AWARENESS**
- **CONDUCTS EVALUATIONS AND HELPS DEVELOP PLANS FOR STUDENTS.**

# **ORIENTATION AND MOBILITY**

- **MOBILITY SKILLS TAUGHT CAN INCLUDE:**
  - **HUMAN GUIDE**
  - **PROTECTIVE TECHNIQUES**
  - **INDOOR/OUTDOOR CANE SKILLS**
  - **STREET CROSSINGS**
  - **USE OF PUBLIC TRANSPORTATION SYSTEMS**
  - **CONCEPTS**

# **BRAILLE AND MATERIALS PRODUCTION**

- **PRODUCE MATERIALS SPECIFIC TO STUDENTS WITH VISUAL IMPAIRMENTS INCLUDING BRAILLE, TACTILE GRAPHICS, AND LARGE PRINT.**
- **PRODUCE BRAILLE MATERIALS USING PERKINS BRAILLERS, DUXBURY SOFTWARE AND EMBOSSER.**
- **INTERLINING BRAILLE MATERIALS FOR PRINT READERS.**
- **USING VARIOUS MATERIALS TO CREATE PRINT GRAPHICS THAT ARE ACCESSIBLE TO LOW VISION AND BLIND READERS.**

# AGENCY RESOURCES

- NEBRASKA CENTER FOR THE EDUCATION OF CHILDREN WHO ARE BLIND OR VISUALLY IMPAIRED: [HTTP://WWW.NCECBVI.ORG](http://www.ncecbvi.org)
- NEBRASKA COMMISSION FOR THE BLIND AND VISUALLY IMPAIRED: [HTTPS://NCBVI.NEBRASKA.GOV](https://ncbvi.nebraska.gov)
- NATIONAL FEDERATION OF THE BLIND: [HTTPS://NFB.ORG/RESOURCES-NEBRASKA](https://nfb.org/resources-nebraska)
- LOCAL LIONS CLUB
- ARC OF PLATTE COUNTY

# FEDERAL QUOTA FUND

- IN 1879, US CONGRESS WROTE A BILL PROVIDING ADAPTED EDUCATIONAL MATERIALS TO ELIGIBLE STUDENTS WHO MEET THE DEFINITION OF BLINDNESS.
- THE AMERICAN PRINTING HOUSE FOR THE BLIND WAS DESIGNATED AS THE ADMINISTRATOR OF THE FEDERAL QUOTA PROGRAM.
- EACH STATE DECIDES HOW TO USE THE MONEY

# **NIRC/NCECBVI**

- **NIRC-NEBRASKA INSTRUCTIONAL RESOURCE CENTER IS LOCATED AT NCECBVI**
- **NIRC HOLDS THE MONEY AVAILABLE THROUGH FEDERAL QUOTA FUNDS FOR THE STATE. OF NEBRASKA. THEY HOLD ITEMS PURCHASED THROUGH APH AND ARE A LOAN POOL FOR EDUCATORS ACROSS THE STATE.**
- **EVERY YEAR, TVI'S NEED TO REGISTER STUDENTS THROUGH NIRC FOR FUNDS.**
- **APPROX. 300\$ PER STUDENT**
- **STUDENTS HAVE TO MEET GUIDELINES OF LEGAL BLINDNESS WHICH IS A CENTRAL VISUAL ACUITY OF 20/200 OR LESS IN THE BETTER EYE WITH BEST CORRECTION OR A PERIPHERAL FIELD OF VISION NO GREATER THAN 20 DEGREES.**
- **CURRENTLY HAVE 7 STUDENTS REGISTERED AS LEGALLY BLIND**

# **JOB OUTLOOK**

- **NEED FOR TVI'S AND O&M ACROSS THE NATION**
- **GRANTS AVAILABLE TO PAY FOR SCHOOLING**
- **3 OUT OF THE 4 TVI'S RECEIVED OUR ENDORSEMENT FREE**
- **AVAILABLE THROUGH UNL**